

Victor Elementary School District

MINUTES

REGULAR BOARD MEETING

WED, December 9, 2015, 6:00 pm

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

The regular board meeting of the Victor Elementary School District was held on Wednesday, December 9, 2015, at the district office, 12219 Second Ave, Victorville, California. The meeting began at 6:10 p.m.

Members:

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

ABSENT: None

Public Verbal Comments

1. Receive Public Verbal Comments Regarding Closed Session Items: None

CLOSED SESSION

The board entered closed session at 6:10 p.m.

2. PUBLIC EMPLOYMENT/RELEASE/RESIGNATION: Act to Approve Personnel Reports #16-06 with Addendum(s)

Upon a motion by Karen Morgan, seconded by Clayton Moore, and followed by a 5-0 vote, the board took action to approve the personnel reports with addendums as presented.

Upon a motion by Karen Morgan, seconded by Clayton Moore, and followed by a 5-0 vote, the board took action to approve Settlement Agreement with employee 16-06.

3. REVIEW PUPIL SERVICES REPORT (Mrs. Benitez)

The board reviewed the pupil services report regarding:

Expulsion for student #79882

4. CONFERENCE WITH LABOR NEGOTIATORS

District Representative: Maureen Mills

Employee Organizations: V.E.T.A. and C.S.E.A.

5. RECEIVE LIABILITY CLAIMS UPDATE (Mrs. Betts)

6. PUBLIC EMPLOYMENT: Review superintendent evaluation

REGULAR SESSION

The board recessed from closed session at 6:58 p.m. and entered regular session at 7:01 p.m.

7. Pledge of Allegiance

8. Report Actions Taken in Closed Session

Any action taken in closed session above was reported out to the public.

9. Review Board Protocol

Teamwork Section #5. No individual board member will ever use the media as a forum.

10. Review of Basic #2

VESD Basic #2:

The VESD Promise to Employees is our principle belief. It will be honored by everyone.

Parents Recognition

11. Recognition of the first group of parents to complete English classes. (Ms. Clark)

The first group of parents to complete English classes received completion certificates. A brief reception followed the Communication Session.

Communication Session

12. Public Verbal Comments: None

13. V.E.T.A. Report

Beth Fehrs, VETA President, thanked the school board for inviting her to join them in attending the CA School Board Conference. She thanked Dr. Elder and Clayton Moore for attending the VETA representative council meeting last night. Ms. Fehrs also thanked CSEA for our continued partnership. She congratulated the parents and wished everyone a very Merry Christmas.

14. C.S.E.A. Report

Rhonda Heathcoat, CSEA Vice President, congratulated the parents tonight on their accomplishment. She thanked cabinet and the board for also inviting her to attend the CA School Board Association conference. The custodians are getting ready to do the heavy cleaning while school is out. She closed by wishing everyone a Merry Christmas.

15. Superintendent Comments

Superintendent Jan Gonzales thanked three organizations for what they do for our students. Cal State San Bernardino for donating over 8,000 books to our schools. The B.E.A.R.S. (Be Everything, Assist Recreation and Sports) organization for giving away 170 bikes to our students. She also thanked American Medical Response for putting together food, presents, etc. for several families in our district so they can celebrate Christmas. Mrs. Gonzales stated that she was very proud of the parents this evening. Happy Holidays.

16. Board Members Comments

(1) Mr. Moore congratulated everyone tonight. He attended the CA Teachers Association conference in Las Vegas as a guest of VETA. He also attended the CA School Board

Association conference last week. He focused on three issues while there: the effects of trauma on students, alternatives to discipline such as restorative justice, and the final topic was regarding attendance recordkeeping. Mr. Moore thanked Don Lester and Dale Etter for making the former district office available as a temporary shelter for the Rescue Mission recently. He enjoyed the board tour of several of our schools this week. (2) Karen Morgan attended the CSBA conference and told the children in attendance tonight that you are never too old to learn; even school board members need to attend classes because education changes all the time. Mrs. Morgan appreciates the parents time and effort in completing their classes. (3) Dr. Stine congratulated the parents tonight. He truly believes the completion of these classes will have a direct impact on their children in the classroom. He apologized for not being able to attend the recent conferences or board tour. He thanked the student resource officers for their work. Merry Christmas! (4) Dr. Elder also was unable to go to the recent conferences or board tour since it is the end of the first semester. He congratulated all the parents tonight. In light of everything that happened recently, he also extended his thanks to all the police officers for everything they do. (5) Joyce Chamberlain has been honored to serve as the board president this past year. She thanked cabinet for their work and their main focus is on the students education and safety while at our schools. Mrs. Chamberlain extended her heartfelt thanks to the families for their support while the parents were getting their certificates. She thanked Collin Rowe for translating tonight and wished everyone Feliz Navidad!

Recess/Reception

The board recessed at 7:40 p.m. for the parents recognition reception. The board reconvened at 7:58 p.m.

Information Items

17. RECEIVE CITIZENS OVERSIGHT COMMITTEE REPORT (Mrs. Betts)
Citizens Oversight Committee Member, Michele Spears, presented an Oversight Committee Report to the board as required by Section 3.3 of the committee bylaws.
18. RECEIVE MONITORING REPORT (Mrs. Gonzales)
The board received the monthly monitoring report.
19. RECEIVE FINAL COUNTY REPORT REGARDING WILLIAMS MONITORED SCHOOLS (Mrs. Betts)
The board received a copy of the final report from the county superintendent of schools regarding Williams monitored schools based on the 2012 API.
20. RECEIVE ANNUAL COUNTY REPORT REGARDING WILLIAMS MONITORED SCHOOLS (Mrs. Betts)
The board received a copy of the annual summary report from the county superintendent of schools regarding Williams monitored schools based on the 2012 API.
21. RECEIVE MONTHLY CONFERENCE REPORTS (Ms. Clark)
The monthly conference reports were presented for October and November.
22. RECEIVE MONTHLY ATTENDANCE RECOGNITION REPORT (Mrs. Benitez)
The board reviewed the monthly attendance recognition report.
23. RECEIVE MONTHLY SUSPENSION REPORTS FOR OCTOBER 2015 (Mrs. Benitez)
The board received the monthly suspension report.
24. RECEIVE UPDATE ON LEA PLAN (Ms. Clark)

The board received an update on the Local Education Agency plan.

25. **FIRST READING OF REVISED BOARD POLICIES (Mrs. Gonzales)**

The following board bylaw and board policies were presented for the first reading and input. The second reading is scheduled for January 13, 2016, with final reading and approval on February 3, 2016.

Revised Policies

BB 9400 Board and Superintendent Protocols (revised)

BP 3270 Sale and Disposal of Books, Equipment and Supplies (revised)

BP 6190 Evaluation of the Instructional Program (revised)

Consent Items (Items 26-29)

Upon a motion by Gary Elder, seconded by Gabriel Stine, and followed by a 5-0 vote, the board approved all consent items listed below (items 26-29).

26. Approve Minutes of the November 4, 2015, Regular Board Meeting
(click on Minutes in the left column, then select date)

27. Approve District Warrants

28. Approve Contract List

29. Approve Volunteers for Discovery, Lomitas, Mountain View Montessori, Mojave Vista, Park View, Sixth St. Prep, West Palms, Green Tree East, Liberty, and Endeavour schools

ACTION ITEMS

30. **ACT TO APPROVE PUPIL SERVICES REPORT (Mrs. Benitez)**

Upon a motion by Clayton Moore, seconded by Gary Elder, and followed by a 5-0 vote, the board approved the pupil services report as presented.

A. Expulsion for student #79882

31. **ACT TO APPROVE FIRST INTERIM REPORT (Ms. Jauregui)**

The first interim budget report was presented.

Upon a motion by Gary Elder, seconded by Gabriel Stine, and followed by a 5-0 vote, the Board

took action to direct its president to certify that, based on current conditions, the district will be able to meet its financial obligations for this year and the ensuing two years; and to approve changes to the District budget through October 31, 2015.

32. Act to Approve Two Classified Memorandums of Understanding (Mrs. Mills)

The Memorandums of Understanding were created by District and CSEA negotiators using the Interest Based Bargaining Approach and a neutral facilitator. CSEA held a ratification vote on November 17, 2015. By a majority vote, the Memorandums of Understanding were approved by the Bargaining Unit Members.

MEMORANDUM OF UNDERSTANDING #1

1. The Day Custodian position at Galileo will be increased to 5 hours per day beginning October 10, 2015.
2. The 3 hour Clerk Typist assigned to Nutrition Services will be increased to 4 hours per day beginning October 10, 2015.
3. The Cashier position at Discovery School of the Arts will be increased to 4 hours per day to accommodate the breakfast program, beginning on or about November 9, 2015.

MEMORANDUM OF UNDERSTANDING #2

1. The Custodial Supervisor, along with the CSEA President, will monitor and evaluate the need to increase Night Custodian daily hours in 15 minute increments at school sites as warranted.
2. An increase to the employee's paid working time, in 15 minute increments, will take place not to exceed an 8 hour paid work day for the term of this MOU.
3. This MOU shall become effective on October 10, 2015 pending both parties approval processes and shall sunset (expire) on June 30, 2016

Upon a motion by Karen Morgan, seconded by Clayton Moore, and followed by a 5-0 vote, the board approved the two Memorandums of Understanding between CSEA and VESD as presented.

33. Act to Approve One Classified Memorandum of Understanding (Mrs. Mills)

Due to continued growth throughout the District, it has been determined that there is a need for a permanent increase in hours for three custodian positions. The following Memorandum of Understanding is presented for approval:

- The custodian position at Village Elementary School will be permanently increased from 5 hours to 7.5 hours.
- The custodian position at Endeavour Elementary School will be permanently increased from 6.75 to 8 hours.
- The custodian position at Maintenance & Operations will be permanently increased from 4.25 to 4.75 hours.

Upon a motion by Karen Morgan, seconded by Gabriel Stine, and followed by a 5-0 vote, the board approved the Memorandum of Understanding between CSEA and VESD as presented.

34. Act to Approve the CSEA AB 1200 (Mrs. Mills)

The CSEA AB 1200 financial report is required to be completed when any additions, deletions or modifications have been made to the CSEA agreement. The CSEA AB 1200 was posted for public view for 10 working days. It is presented to the Board of Trustees for approval.

Upon a motion by Gabriel Stine, seconded by Karen Morgan, and followed by a 5-0 vote, the board approved the CSEA AB 1200.

35. Act to Approve Maintenance and Grounds Supervisor Employment Contract (Mrs. Mills)

The employment contract for the Maintenance & Grounds Supervisor will be presented for the board's consideration as attached.

Upon a motion by Gary Elder, seconded by Gabriel Stine, and followed by a 5-0 vote, the board approved the Maintenance & Grounds Supervisor employment contract as presented.

36. ACT TO APPROVE EMPLOYMENT CONTRACTS FOR PRINCIPALS (Mrs. Mills)

The employment contracts for the Principals of Mojave Vista, Village and Sixth Street Prep will be presented for the board's consideration as attached.

Upon a motion by Gabriel Stine, seconded by Gary Elder, and followed by a 5-0 vote, the board approved the employment contracts as presented.

37. ACT TO APPROVE EMPLOYMENT OF SPEECH THERAPIST, ALLIE FRALEY, ON THE BASIS OF A VARIABLE TERM WAIVER (Mrs. Mills)

The district actively seeks to employ fully credentialed speech therapists. There is a statewide shortage in this profession and we have an ongoing need to find qualified candidates.

Allie has been performing the duties and made excellent progress towards her BA in Communication Disorders with Utah State University, meeting the minimum requirements to renew her existing Waiver.

Upon a motion by Karen Morgan, seconded by Clayton Moore, and followed by a 5-0 vote, the board approved the employment of Allie Fraley as a Speech Therapist on the basis of a Variable Term Waiver.

38. ACT TO ELECT THE VOTING REPRESENTATIVE FOR THE BOARD OF TRUSTEES FOR 2016 (Mrs. Gonzales)

The representative serves to vote at the county committee on school district organization annual meeting, to fill any vacant committee positions. The county committee reviews requests on unification and/or transfers of territory. The board representative for 2015 was Joyce Chamberlain.

Upon a motion by Gabriel Stine, seconded by Gary Elder, and followed by a 5-0 vote, the board approved Clayton Moore as the voting representative for 2016.

39. ACT TO ELECT THE CLERK OF THE BOARD OF TRUSTEES FOR 2016 (Mrs. Gonzales)

The clerk will run board meetings when the president and vice-president are absent and will serve as signator on all actions requiring board certification. The clerk of the board for 2015 was Dr. Gary Elder.

Upon a motion by Gary Elder, seconded by Gabriel Stine, and followed by a 5-0 vote, the board approved Clayton Moore as clerk of the board for 2016.

40. ACT TO ELECT THE VICE-PRESIDENT OF THE BOARD OF TRUSTEES FOR 2016 (Mrs. Gonzales)

The vice-president will run board meetings when the president is absent. Dr. Gabriel Stine was the vice-president for 2015.

Upon a motion by Gabriel Stine, seconded by Joyce Chamberlain, and followed by a 5-0 vote, the board approved Gary Elder as the vice president of the board for 2016.

41. ACT TO ELECT THE PRESIDENT OF THE BOARD OF TRUSTEES FOR 2016 (Mrs. Gonzales)

The president of the board is in charge of the board meetings and serves as the spokesperson on behalf of the board. Joyce Chamberlain served as the board president for 2015.

Upon a motion by Gary Elder, seconded by Joyce Chamberlain, and followed by a 5-0 vote, the board approved Gabriel Stine as the president of the board for 2016.

42. ACT TO NOMINATE CSBA DELEGATE ASSEMBLY CANDIDATE (Mrs. Gonzales)

The CSBA Delegate Assembly works with local districts, county offices, the Board of Directors and Executive Committee. Delegates ensure that the association reflects the interests of school districts and county offices of education throughout the state. Nomination and candidate biographical sketch forms for CSBA Delegate Assembly are now being accepted until January 7, 2016. Any CSBA member board is eligible to nominate board members within their geographical region or subregion. Each board may nominate as many individuals as it chooses.

In addition to the nomination, nominees must submit a candidate biographical sketch form. An optional one-page, one-sided, resume may also be submitted, (resume cannot be substituted for the candidate biographical sketch form). All materials must be postmarked no later than Thursday, January 7, 2016.

Upon a motion by Gary Elder, seconded by Gabriel Stine, and followed by a 5-0 vote, the board took action to approve the nomination of Joyce Chamberlain for the CSBA Delegate position.

Adjournment

Upon a motion by Gary Elder, seconded by Gabriel Stine, and followed by a 5-0 vote, the board adjourned at 9:06 p.m.