



## MINUTES

### Organizational Meeting of the Governing Board

December 07, 2017 6:00 PM

District Office

28131 Livingston Avenue

Valencia, CA 91355

#### **Attendance Taken at 6:15 PM:**

##### Present:

Janene Maxon

##### Absent:

Mayreen Burk

Susan Christopher

Stacy Dobbs

Steve Doyle

Jaime Garcia

Florence Hanan

Linette Hodson

Fred Malcomb

Charmin Ortega

Laura Pearson

##### Updated Attendance:

Charmin Ortega was updated to present at: 6:15 PM

Steve Doyle was updated to present at: 6:15 PM

Janene Maxon was updated to absent at: 6:15 PM

Linette Hodson was updated to present at: 6:15 PM

Jaime Garcia was updated to present at: 6:15 PM

Florence Hanan was updated to present at: 6:15 PM

Susan Christopher was updated to present at: 6:15 PM

Laura Pearson was updated to present at: 6:15 PM

Stacy Dobbs was updated to present at: 6:15 PM

Fred Malcomb was updated to present at: 6:15 PM

Mayreen Burk was updated to present at: 6:15 PM



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### **I. CALL TO ORDER**

Minutes:

President Susan Christopher called the meeting to order at 5:01 P.M.

### **II. ROLL CALL**

Quick Summary:

Mrs. Susan Christopher, President

Mrs. Laura Pearson, Clerk

Mrs. Stacy Dobbs, Member

Mr. Fred Malcomb, Member

Mrs. Mayreen Burk, Member

Mr. Steve Doyle, Superintendent

Mrs. Janene Maxon, Assistant Superintendent of Educational Services

Ms. Linette Hodson, Chief Business Official

Mr. Jaime Garcia, Director of Facilities

Ms. Florence Hanan, Director of Student Support Services

Mrs. Charmin Ortega, Executive Assistant to the Superintendent

### **III. PUBLIC COMMENT ON CLOSED SESSION ITEMS**

Quick Summary:

The President announces in Open Session the items to be discussed in Closed Session, and will ask if there are any public comments regarding closed session items.

### **IV. CLOSED EXECUTIVE SESSION - 5:00 P.M.**



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### **IV.1. Conference with Real Property Negotiators**

#### **Quick Summary:**

With respect to every item of business to be discussed in closed session pursuant to GC Section 54956.8  
Property: Proposed school site in the Landmark Village south of State Route 126  
Agency Negotiator: Steve Doyle, Superintendent  
Negotiating Parties: Five Points LLC  
Under Negotiation: Price and Terms of Payment

### **IV.2. Conference with Legal Counsel: Fielder Trust**

#### **Quick Summary:**

With respect to every item of business to be discussed in closed session pursuant to GC Section 54956.9(b)(1)(ie. potential litigation)

### **IV.3. Public Employee Discipline/Dismissal/Release**

#### **Quick Summary:**

With respect to every item of business to be discussed in closed session pursuant to GC Section 54957

### **IV.4. Instruct Board's Representatives in Labor Negotiations: CTA and CSEA**

#### **Quick Summary:**

With respect to every item of business to be discussed in closed session pursuant to GC Section 54957.6

## **V. RETURN TO OPEN SESSION - 6:00 P.M.**

#### **Minutes:**

The Board returned to open session at 6:10 P.M. and President Christopher called the meeting to order.

## **VI. REPORT OF CLOSED SESSION ACTION**

#### **Minutes:**

President Christopher reported that there was no action taken in closed session.

## **VII. PLEDGE OF ALLEGIANCE**

#### **Minutes:**

The Pledge of Allegiance was led by Castaic Elementary School student, Chris



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### VIII. APPROVAL OF AGENDA

**Motion Passed:** Passed with a motion by Laura Pearson and a second by Stacy Dobbs.

Yes Mayreen Burk  
Yes Susan Christopher  
Yes Stacy Dobbs  
Yes Fred Malcomb  
Yes Laura Pearson

### IX. SPECIAL ITEMS & RECOGNITIONS

**Motion Passed:** Passed with a motion by Laura Pearson and a second by Stacy Dobbs.

Yes Mayreen Burk  
Yes Susan Christopher  
Yes Stacy Dobbs  
Yes Fred Malcomb  
Yes Laura Pearson

#### IX.1. "Spotlight on Success"

Minutes:

Mrs. Burk and Mrs. Dobbs enjoyed visiting the Preschools.

Mr. Malcomb shared that he and Mrs. Dobbs recently visited each of the elementary schools, met with California Teachers Association (CTA) and attended the California School Boards Association Annual Education Conference (CSBA AEC). He stated that Castaic is the best community around.

Mrs. Dobbs shared that she, Mrs. Burk and Ms. Hodson visited the bus yard and was able to watch as the bus drivers conducted safety checks before heading out. She was very impressed with how well the transportation department operates.

Mrs. Pearson shared that she and the Board members, along with CTA President, Suzanne Graff and Patty O'Mara attended the Bay Valley dinner. She is proud of the relationship that the Board members and CTA share.



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President Christopher and Mrs. Dobbs visited Castaic Elementary School this morning and President Christopher shared that she was impressed to see the students ready and working right away. She thanked all of the staff, teachers and families for how well the District handled the recent fires. She heard many parents share how safe they felt and that they appreciated the ongoing information coming from the District regarding fire updates.

### **IX.2. School Awards: Castaic Elementary School**

Minutes:

Stephanie Beach, Principal at Castaic Elementary School introduced and recognized Joshua Kim as Student of the Month, Allison Dean as Volunteer of the Month, Kimberly Anderson as Classified Employee of the Month, and Kim Potter as Certificated Employee of the Month. Each received a gift of appreciation and a framed certificate of recognition from the Board of Trustees. In addition, each honoree received a special certificate of recognition from the office of Assemblyman Dante Acosta.

**IX.2.a. Student of the Month: Joshua Kim**

**IX.2.b. Volunteer of the Month: Allison Dean**

**IX.2.c. Classified Employee of the Month: Kimberly Anderson**

**IX.2.d. Certificated Employee of the Month: Kim Potter**

### **IX.3. Principal's Report: Stephanie Beach, Principal, Castaic Elementary School**

Minutes:

Mrs. Beach invited first-grade students from the after school Chinese language class to perform a song in Chinese. Mrs. Beach shared that the students are currently learning the alphabet, colors, numbers and basic phrases in Chinese as part of a pilot program in collaboration with the University of Southern California, Long Beach. Mrs. Beach presented a slideshow showing data regarding student test scores and progress. Mrs. Beach and her staff have created the "WIN" program, which stands for "What I Need". This is a 45 minute period each day at each grade level during which students work on what skills they feel they need additional support in related to reading instruction. Castaic Elementary School will be expanding their Arts Integration program to be included in their STEM (Science, Technology, Engineering and Math) program. They will now be a STEAM (Science,



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Technology, Engineering, Arts and Math) focused school site. They have acquired a 3-D printer for their coding program. Mrs. Beach concluded by sharing pictures of the students participating in various workshops and programs, including WIN time, science projects, the Artist in Residency program and many other great projects and activities.

### **IX.4. Castaic Education Foundation: Celebration of Grant Recipients**

Minutes:

Allison West presented grants to the following on behalf of the Castaic Education Foundation:

Terri Stillson, Castaic Elementary School

Stephanie Beach, Castaic Elementary School

Cynthia Hatton, Castaic Elementary School

Sue Jackson, Northlake Hills Elementary

Lynda Ashley, Castaic Elementary School

Dee Davis, Castaic Elementary School

The Castaic Education Foundation gifted \$13,193.36 to our teachers and staff to directly benefit the education of our students in the classroom.

### **IX.5. RECESS**

Minutes:

President Christopher called a brief recess at 6:56 P.M. The meeting reconvened at 7:05 P.M.

### **IX.6. CTA Comments**

Minutes:

Suzanne Graff, CTA Chapter President thanked the Board members for



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attending the Bay Valley dinner. She also thanked the Board for the holiday breakfasts.

### IX.7. CSEA Comments

Minutes:

There was no representative present.

## X. ORGANIZATION OF THE BOARD

### X.1. Election of Board Officers for December 7, 2017 through December 6, 2018

#### X.1.a. Nomination and Election of President

**Motion Passed:** President Christopher called for nominations for the office of President. Laura Pearson was nominated by Stacy Dobbs. Passed with a motion by Stacy Dobbs and a second by Susan Christopher.

Yes Mayreen Burk  
Yes Susan Christopher  
Yes Stacy Dobbs  
Yes Fred Malcomb  
Yes Laura Pearson

#### X.1.b. Newly-Elected President Assumes Role of Presiding Officer

Minutes:

Newly-elected President Pearson assumed her role.

#### X.1.c. Nomination and Election of Clerk

Minutes:

Past President Christopher called for nominations for the office of Clerk. Stacy Dobbs was nominated by Laura Pearson.

**Motion Passed:** Passed with a motion by Laura Pearson and a second by Susan Christopher.



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Yes Mayreen Burk  
Yes Susan Christopher  
Yes Stacy Dobbs  
Yes Fred Malcomb  
Yes Laura Pearson

### **X.1.d. Nomination and Election of Presiding Officer in Absence of the President and Clerk**

Minutes:

Past President Christopher called for nominations for the office of Presiding Officer in the Absence of the President and Clerk. Stacy Dobbs nominated Fred Malcomb.

Mr. Malcomb respectfully declined the nomination.

Mrs. Dobbs amended her nomination to nominate Mayreen Burk.

**Motion Passed:** Passed with a motion by Stacy Dobbs and a second by Fred Malcomb.

Yes Mayreen Burk  
Yes Susan Christopher  
Yes Stacy Dobbs  
Yes Fred Malcomb  
Yes Laura Pearson

### **X.2. Designate Steve Doyle, Secretary to the Board of Trustees**

**Motion Passed:** Passed with a motion by Laura Pearson and a second by Stacy Dobbs.

Yes Mayreen Burk  
Yes Susan Christopher  
Yes Stacy Dobbs  
Yes Fred Malcomb  
Yes Laura Pearson





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### **X.3. Select Member of Board of Trustees as its Representative who shall have one vote in Electing Members to the County Committee on School District Organization**

Minutes:

Susan Christopher was selected by the Board of Trustees.

### **X.4. Designate Board's Representative to the Special Education Liaison Committee (SELPA)**

Minutes:

Mayreen Burk was selected by the Board of Trustees.

## **XI. HEARING SESSION**

Quick Summary:

State law prevents the Board from acting on any matter not listed on the agenda, or from discussing any such matter in any detail. Speakers who must have submitted their "Advance Request to Address the Board" prior to the start of the meeting, should limit their comments to a maximum of 3 minutes per speaker, 20 minutes per topic, and should only expect the Board to take their comments under advisement for possible future discussion and/or action.

### **XI.1. Advance Requests to Address the Board**

Minutes:

There were no requests to address the Board.

### **XI.2. Comments and/or Questions on Agenda Items**

Minutes:

There were no comments or questions regarding the agenda as presented.

## **XII. PRESENTATIONS & REPORTS**

### **XII.1. Superintendent's Report**

Minutes:

Superintendent Doyle shared that he attended the California School Employees Association (CSEA) brunch. He thanked the staff for a job well done during the fires. Mrs. Doyle shared that he and the Board enjoyed the



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CSBA Annual Education Conference and that they had also visited High Tech High. Mr. Doyle introduced Pam Clark and Elvia Valenzuela from the marketing firm, Passantino Anderson. Ms. Clark and Ms. Valenzuela presented a proposed marketing plan for the school district.

### **XII.2. Educational Services Report**

#### **XII.2.a. Fall - Local Measure Dashboard Presentation**

Minutes:

Allison West, Administrator on Special Assignment, presented the California Dashboard with the Local Indicators to the Board of Trustees.

A copy of the presentation is hereby made part of the minutes of this meeting as if fully set forth herein.

### **XII.3. Business Services Report**

Minutes:

Linette Hodson, Chief Business Official, requested that Item XVI.1. Measure QS Citizens Oversight Committee Annual Report be moved to the Business Services Report. \*Please refer to this item for the minutes.

#### **XII.3.a. Facilities**

Minutes:

Ms. Hodson and Mr. Garcia shared a technology update with the Board as well as the custodial schedule for the winter break, which includes substitute custodians to allow for time off for our regular staff. Ms. Hudson thanked the bus drivers and transportation staff for their support in coordinating the safe delivery of our students after school in the midst of the fires.

#### **XII.3.b. Fiscal Services**

Minutes:

Ms. Hodson will update the Board as each Action Item is addressed.

## **XIII. CONSENT CALENDAR OF ANNUAL AUTHORIZATIONS**



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### Quick Summary:

Unless a Trustee has a question concerning a particular item and asks that it be withdrawn from the Consent Calendar, the consent items are approved with a single motion by the Board of Trustees.

### **XIII.1. Items Removed from Annual Consent Calendar**

#### Minutes:

There were no items removed from the Annual Consent Calendar.

### **XIII.2. Approval of Annual Consent Calendar**

**Motion Passed:** Passed with a motion by Stacy Dobbs and a second by Susan Christopher.

Yes Mayreen Burk  
Yes Susan Christopher  
Yes Stacy Dobbs  
Yes Fred Malcomb  
Yes Laura Pearson

### **XIII.3. Adopt all District Policies in effect as of December 7, 2017 as Official Policies for the Period of December 7, 2017 through December 6, 2018**

### **XIII.4. Adoption of Resolution #17/18-9: Certification of Signatures for the Period of December 7, 2017 through December 6, 2018**

#### Quick Summary:

Some districts must adopt a new Certification of Signatures at their required annual organizational meeting. The effective period of the certification should be the date of the 2017 organizational meeting through the date scheduled for the 2018 annual organizational meeting. Board Members, Superintendent, Chief Business Official, Assistant Superintendent of Educational Services, Director of Facilities, Assistant Director of Human Resources, and Supervisor of Business Services must sign the Certification of Signatures form and thereafter are authorized to sign District documents.

#### Financial Impact:

There is no fiscal impact on the District.

### **XIII.4.a. Authorize Steve Doyle, Superintendent; and/or Janene Maxon, Assistant Superintendent of Educational Services; and/or**



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**Linette Hodson, Chief Business Official; and/or Jaime Garcia, Director of Facilities to sign warrants, tax sheltered annuities, service, and other reports and applications for State and Federal projects as needed, for the period of December 7, 2017 through December 6, 2018.**

**XIII.4.b. Authorize Steve Doyle, Superintendent; and/or Janene Maxon, Assistant Superintendent of Educational Services; and/or Linette Hodson, Chief Business Official; and/or Jaime Garcia, Director of Facilities; and/or Julia Phippen, Supervisor of Business Services to sign purchase orders and contracts, for the period of December 7, 2017 through December 6, 2018.**

**XIII.4.c. Authorize Steve Doyle, Superintendent; and/or Janene Maxon, Assistant Superintendent of Educational Services; and/or Wendy Mullins, Assistant Director of Human Resources to sign notices of employment subject of the ratification of the Board of Trustees, for the period of December 7, 2017 through December 6, 2018.**

**XIII.4.d. Authorize Steve Doyle, Superintendent; and/or Linette Hodson, Chief Business Official to sign required statements related to school transportation and attendance areas to comply with the Business and Professions Code Section 11010 as amended.**

**XIII.4.e. Authorize Steve Doyle, Superintendent; and/or Linette Hodson, Chief Business Official to authorize payroll deductions for organizations approved for such purposes by the Los Angeles County Superintendent of Schools Office subject to approved business practices, for the period of December 7, 2017 through December 6, 2018.**

**XIII.4.f. Authorize Steve Doyle, Superintendent; and/or Linette Hodson, Chief Business Official to approve reimbursement at the rate of the federally approved rate per mile to all qualified District employees for all authorized travel requiring the use of private vehicles, for the period of December 7, 2017 through December 6, 2018.**

**XIII.4.g. Authorize Steve Doyle, Superintendent; and/or Linette Hodson, Chief Business Official; and/or Jaime Garcia, Director of Facilities to sign all documents pertaining to Community Facilities**



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**District 92-1 and 92-2, as needed, for the period of December 7, 2017 through December 6, 2018.**

### **XIV. REGULAR CONSENT CALENDAR**

Quick Summary:

Unless a Trustee has a question concerning a particular item and asks that it be withdrawn from the Consent Calendar, the consent items are approved with a single motion by the Board of Trustees.

#### **XIV.1. Items removed from Consent Calendar**

Minutes:

There were no items removed from the consent calendar.

#### **XIV.2. Approval of Consent Calendar**

**Motion Passed:** Passed with a motion by Susan Christopher and a second by Stacy Dobbs.

Yes Mayreen Burk  
Yes Susan Christopher  
Yes Stacy Dobbs  
Yes Fred Malcomb  
Yes Laura Pearson

#### **XIV.2.a. Minutes of the Regular Board Meeting of November 9, 2017**

Quick Summary:  
See attached.

Financial Impact:  
There is no fiscal impact on the District.

#### **XIV.2.b. Personnel Report - December 2017**

Quick Summary:  
See Attached.

Financial Impact:  
All positions shown are authorized by the Board and are included in the



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2017-2018 budget.

### **XIV.2.c. Financial Report - November 2017**

Quick Summary:

MONTHLY FINANCIAL REPORT- NOVEMBER 2017 FUND  
DESCRIPTION AMOUNT #01 General Fund (Unrestricted,  
Restricted) \$258,330.95 #12 Child Development Fund \$2,539.75  
#14 Deferred Maintenance Fund #21 Building Fund #21.1 2013  
Bond Series 1 #25 Capital Facilities Fund #40 Capital Outlay  
\$2,406.10 #40.2 Capital Facilities Fund 2 #49.1 CFD #52.1 Debt  
Service CFD #1 \$5,446.00 #52.2 Debt Service CFD #2 #52.3  
Debt Service #63 Preschool Fund \$251.92 #63.1 RISE Afterschool  
Program \$26,383.65 #76 Warrant Pass-thru \$52,827.68  
TOTAL \$348,186.05 Certificated \$782,484.29 Classified-  
Monthly \$131,916.50 Classified- Hourly \$220,020.46 TOTAL  
\$1,134,421.25 LEGAL EXPENSES 17-18 YTD 16-17 Margaret  
Chidester \$1,471.75 \$122,110.89 Lozano Smith \$682.61  
\$12,025.42 Fagen, Friedman, Fulfrost \$7,660.99 \$22,572.22  
TOTAL \$9,815.35 \$156,708.53 FISCAL IMPLICATIONS  
\$1,482,607.30

Comments:

The Financial Report was not in page order, and this has been corrected.

Financial Impact:

Total of this report: \$1,482,607.30

## **XV. ACTION ITEMS**

### **XV.1. Approval of Certification of First Interim Report for 2017-2018**

Quick Summary:

The first interim budget report is due to LACOE December 15th. This report tracks the status of the District's financial health and includes changes in revenue and expenditures. This is the first of two required interim reports the school board will receive.

Minutes:

Linette Hodson, Chief Business Official, presented the 2017-2018 First Interim Report.



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A copy of the presentation is hereby made part of the minutes of this meeting as if fully set forth herein.

**Motion Passed:** Approve item as submitted. Passed with a motion by Stacy Dobbs and a second by Susan Christopher.

Yes Mayreen Burk  
Yes Susan Christopher  
Yes Stacy Dobbs  
Yes Fred Malcomb  
Yes Laura Pearson

Financial Impact:

The ending fund balance of the General Fund is included in the report.

### **XV.2. Transfer of Funds for 2018 Debt Services Payment**

Quick Summary:

The Business Office would like to transfer \$1,942,350.00 to our U.S. Bank reserve account for the 2018 debt services payment.

**Motion Passed:** Approve item as submitted. Passed with a motion by Mayreen Burk and a second by Fred Malcomb.

Yes Mayreen Burk  
Yes Susan Christopher  
Yes Stacy Dobbs  
Yes Fred Malcomb  
Yes Laura Pearson

Financial Impact:

\$1,942,350.00 transferred from Fund 52.1 to U.S. Bank.

### **XV.3. Adoption of 2018 Calendar of School Board Meetings**

Quick Summary:

The Board reviewed the proposed 2018 Calendar of School Board Meetings at their regular meeting of November 9, 2017, and decided to place it on tonight's Agenda for approval (see attached).



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Minutes:

There was no action taken. President Christopher tabled this item in order for the Board members to confirm the proposed dates. The final calendar will be presented on the December 7, 2017 agenda for approval.

**Motion Passed:** Approve item as submitted. Passed with a motion by Mayreen Burk and a second by Susan Christopher.

Yes Mayreen Burk  
Yes Susan Christopher  
Yes Stacy Dobbs  
Yes Fred Malcomb  
Yes Laura Pearson

Financial Impact:

There is no fiscal impact on the District.

### **XV.4. Approval of 2018 CSBA Delegate Assembly Nomination: Board Member Stacy Dobbs**

Quick Summary:

The Board has nominated Board Member Stacy Dobbs as the 2018 CSBA Delegate (see attached).

**Motion Passed:** Approve item as submitted. Passed with a motion by Fred Malcomb and a second by Mayreen Burk.

Yes Mayreen Burk  
Yes Susan Christopher  
Yes Stacy Dobbs  
Yes Fred Malcomb  
Yes Laura Pearson

Financial Impact:

There is no fiscal impact on the District.

### **XV.5. Approval of Funds for 5th Year of 5-Year Contract with California Financial Services for Facilities Information Management and Reporting Services for Measure QS**

Quick Summary:

California Financial Services provides Measure QS accounting assistance to the District through a web based financial management and reporting tool.





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The accounting program provides all the reporting requirements for capital project management and Citizens Oversight Committee reporting. This will be the final year of a five-year contract.

Comments:

The attachment was out of page order, and has been corrected.

**Motion Passed:** Approve item as submitted. Passed with a motion by Stacy Dobbs and a second by Fred Malcomb.

Yes Mayreen Burk

Yes Susan Christopher

Yes Stacy Dobbs

Yes Fred Malcomb

Yes Laura Pearson

Financial Impact:

Not to exceed \$13,000.00 from Measure QS funds.

### **XV.6. Approval of Proposal from Raptor Technologies for Visitors and Volunteers Management System**

Quick Summary:

Raptor Technologies is a visitor and volunteer management system. The system will strengthen school sites' ability to track visitors, contractors, and volunteers by scanning a U. S. government issued ID and compare against a national sex offender database. Once approved, a badge will be printed identifying the visitor, the date, and purpose of visit. A permanent record of the visit will be maintained electronically and will allow staff to know who is on site at all times.

Comments:

The District has requested the use of Safety Credits to purchase the Raptor systems. Safety Credits are dollars available from our Joint Powers Authority Self Insurance Risk Management Agency (SIRMA) property and liability coverage. Pending approval, funds will be reimbursed to the District for the purchase of the Raptor Technologies Visitor Management System.

**Motion Passed:** Approve item as submitted. Passed with a motion by Susan Christopher and a second by Fred Malcomb.

Yes Mayreen Burk

Yes Susan Christopher

Yes Stacy Dobbs



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Yes Fred Malcomb  
Yes Laura Pearson

Financial Impact:

\$10,793.00 from the General Fund. Reimbursement from Safety Credits.

### **XV.7. Approval of Auto World Collision Center Repairs to Maintenance Truck**

Quick Summary:

This proposal is to repair damages to the maintenance truck driver side door and fender. A claim has been submitted to Keenan and Associates and repairs have been authorized for \$7,326.87. The District will be reimbursed for repairs less \$1,000.00 district deductible.

Rationale:

Truck is operational and all damage is to body of vehicle.

Comments:

There was a typo in the Quick Summary/Abstract which has been corrected.

**Motion Passed:** Approve item as submitted. Passed with a motion by Mayreen Burk and a second by Susan Christopher.

Yes Mayreen Burk  
Yes Susan Christopher  
Yes Stacy Dobbs  
Yes Fred Malcomb  
Yes Laura Pearson

Financial Impact:

\$7,326.87 from the General Fund. \$6,326.87 to be reimbursed from the Insurance Claim.

### **XV.8. Authorize Surplus and Removal of Obsolete/Damaged Electronic Equipment**

Quick Summary:

Non-working and obsolete electronic and computer equipment are taking up space in the District's warehouse. Items will be disposed of according to environmental and District policy. Attached are the items to be disposed of.



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### Comments:

A certified outside electronics waste handler will be utilized to recover all electronic waste. The District will solicit for best recovery price at time of disposal. There was a typo in the Quick Summary/Abstract which has been corrected.

**Motion Passed:** Approve item as submitted. Passed with a motion by Mayreen Burk and a second by Stacy Dobbs.

Yes Mayreen Burk  
Yes Susan Christopher  
Yes Stacy Dobbs  
Yes Fred Malcomb  
Yes Laura Pearson

### Financial Impact:

Unknown at this time.

### **XV.9. Independent Contract between Castaic Union School District and Andrea Sacca for Braille Services**

#### Quick Summary:

Approval of 2017-2018 contract between Castaic Union School District and Andrea Sacca to help the Visually Impaired Department with materials that are essential to blind students so they can benefit from the core curriculum and other materials as needed.

**Motion Passed:** Approve item as submitted. Passed with a motion by Susan Christopher and a second by Mayreen Burk.

Yes Mayreen Burk  
Yes Susan Christopher  
Yes Stacy Dobbs  
Yes Fred Malcomb  
Yes Laura Pearson

### Financial Impact:

As service providers for the entire Santa Clarita SELPA, CUSD is billed for the total cost of braille services and then each district is invoiced for their share of costs based upon the number of students serviced by the program. This contract is intended to supplement the existing contract with LACOE. Currently, CUSD has approximately 2 out of the 42 students serviced by the



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program. The contract will be capped at \$12,500.00.

### **XV.10. 2017-2018 Santa Clarita Valley Induction Consortium MOU**

#### Quick Summary:

The Santa Clarita Valley (SCV) Induction Consortium and Saugus Union School District join in partnership to provide a clear Multiple, Single and Education Specialist credentialing program comprised of support, resources and professional development to the Induction Program. The Consortium (Castaic, Newhall, Saugus and Sulphur Springs) will share base costs of the SCV Induction Consortium. Please see attached MOU for the breakdown of costs. Castaic Union School District currently has nine participating teachers, in which the SCV Induction Consortium is providing the program to clear their credentials.

**Motion Passed:** Approve item as submitted. Passed with a motion by Stacy Dobbs and a second by Mayreen Burk.

Yes Mayreen Burk  
Yes Susan Christopher  
Yes Stacy Dobbs  
Yes Fred Malcomb  
Yes Laura Pearson

#### Financial Impact:

The shared cost for participating in the SCV Induction Consortium is \$13,372.50 which is financed through our Title II funds. No fiscal impact to the General Fund.

### **XV.11. First Reading to Adopt Revised Board Policy and Administrative Regulation 0460: Local Control and Accountability Plan**

#### Quick Summary:

This policy was updated in March by CSBA to reflect NEW LAW (Proposition 58, 2016) which requires the Local Control and Accountability Plan (LCAP) development process to include solicitation of parent/guardian and community input on effective and appropriate instructional methods, including language acquisition programs. It also reflects the State Board of Education's (SBE) adoption of evaluation rubrics (the "California School Dashboard") that will assist districts in evaluation progress toward their LCAP goals. In October, CSBA updated the policy and regulation to delete references to 5 CCR 15497.5 (repealed) which formerly contained the LCAP template. The LCAP template continues to be approved by the SBE and is available on the



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California Department of Education website. The policy also adds a definition of "numerically significant student subgroups" whose needs must be addressed in the LCAP. The regulation also deletes the requirement to use the State's Academic Performance Index (API) as a measure of student achievement, as the API has been replaced by a new State accountability system.

**Motion Passed:** Adopt revised Board Policy and Administrative Regulation. Passed with a motion by Susan Christopher and a second by Mayreen Burk.

Yes Mayreen Burk  
Yes Susan Christopher  
Yes Stacy Dobbs  
Yes Fred Malcomb  
Yes Laura Pearson

Financial Impact:  
There is no fiscal impact on the District.

### **XV.12. First Reading to Adopt Revised Board Policy 5131.62: Tobacco**

Quick Summary:

This policy is being updated to reflect NEW LAW (ABX2 9, 2016) which requires all districts, not just those receiving state Tobacco-Use Prevention Education funds, to prohibit tobacco use on school campuses, and NEW LAW (SBX2 5, 2016) which establishes new definitions of "smoking" and "tobacco."

**Motion Passed:** Adopt revised Board Policy. Passed with a motion by Stacy Dobbs and a second by Mayreen Burk.

Yes Mayreen Burk  
Yes Susan Christopher  
Yes Stacy Dobbs  
Yes Fred Malcomb  
Yes Laura Pearson

Financial Impact:  
There is no fiscal impact on the District.

### **XV.13. First Reading to Delete Old Administrative Regulation and Adopt New Administrative Regulation 6158: Independent Study**

Quick Summary:



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This regulation has not been updated since 2011, and CSBA has revised it three separate times. Therefore we are deleting the old regulation and adding this new regulation to reflect NEW LAW (SB 858, 2016). This NEW LAW expands the types of documents that may be maintained electronically to include supplemental agreements, assignment records, work samples, and attendance records as well as the master agreement. Related material has been moved to the "Records" section and expanded.

**Motion Passed:** Adopt new Administrative Regulation. Passed with a motion by Susan Christopher and a second by Mayreen Burk.

Yes Mayreen Burk  
Yes Susan Christopher  
Yes Stacy Dobbs  
Yes Fred Malcomb  
Yes Laura Pearson

Financial Impact:  
There is no fiscal impact on the District.

### **XV.14. First Reading to Adopt Revised Board Policy 7214: General Obligation Bonds**

Quick Summary:

This policy is being updated to reflect NEW LAW (SB 1029, 2016) which requires the Board to adopt a debt management policy prior to issuing any debt, including a general obligation bond, and to certify to the California Debt and Investment Advisory Commission that any proposed issuance of debt is consistent with the District's policy. It also reflects NEW LAW (AB 2116, 2016) which requires the Board to obtain reasonable and informed projections of assessed valuations that take into consideration projections of assessed property valuations made by the County Assessor, and NEW LAW (AB 2738, 2016) which prohibits districts from withdrawing proceeds from bond sales at any time for the purpose of making investments outside the County Treasury. This policy also adds caution that some uses of bond proceeds that are specified in the Education Code for bond elections with a 66.67 percent threshold may be inconsistent with the California Constitution and encourages consultation with legal counsel.

**Motion Passed:** Adopt revised Board Policy. Passed with a motion by Stacy Dobbs and a second by Susan Christopher.

Yes Mayreen Burk  
Yes Susan Christopher



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Yes Stacy Dobbs  
Yes Fred Malcomb  
Yes Laura Pearson

Financial Impact:  
There is no fiscal impact on the District.

### **XVI. REPORTS/INFORMATION**

#### **XVI.1. Measure QS Citizens Oversight Committee Annual Report**

Quick Summary:

In compliance with Article IX of Measure QS Citizen's Oversight Committee (COC) Rules and Regulations, the Annual Report will be presented by a member of the COC.

Minutes:

This item was addressed during the Business Services Report.

Citizen's Oversight Committee member, Vanesa Wolley and Jaime Garcia, Director of Facilities, presented an update regarding the current members of the Committee and the upcoming projects planned for the school sites.

Financial Impact:  
There is no fiscal impact on the District.

### **XVII. DISCUSSION**

### **XVIII. RETURN TO CLOSED EXECUTIVE SESSION (If Needed)**

### **XIX. RETURN TO OPEN SESSION**

### **XX. REPORT OF CLOSED SESSION ACTION**

### **XXI. ADJOURNMENT**

Minutes:

President Pearson adjourned the meeting at 9:05 P.M.

**Motion Passed:** Passed with a motion by Susan Christopher and a second by



## MINUTES

Fred Malcomb.

Yes Mayreen Burk  
Yes Susan Christopher  
Yes Stacy Dobbs  
Yes Fred Malcomb  
Yes Laura Pearson

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Chairperson

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Superintendent