

**REGULAR BOARD MTG of December 10, 2019**

December 10, 2019 5:00 PM

701 W. McCabe Road, El Centro, CA

Corfman School Site - Gym Classroom



**Attendance Taken at 5:00 PM:**

Board Members Present:

President Karina Alvarez  
Clerk, Alexa Horne  
Member, Mike McFadden  
Member, Chip Corfman

Board Members Absent:

Members, Judy Tagg

Administration Present:

Superintendent, Laura Dubbe  
Director of Administrative and Fiscal Services, Liz Goff  
Principal, Armando Lopez  
Asst. Principal, Gina Sanchez-Macias  
Asst. Principal, Kristin Wells

**1. OPEN SESSION - CALL TO ORDER (5:00 PM)**

Minutes: President, Alexa Horne called the meeting to order at 5:00p.m. Mrs. Tagg was not in attendance.

**2. ADOPTION OF THE AGENDA WITH MODIFICATIONS TO THE OPEN AND/OR CLOSED SESSION AGENDA, IF ANY**

**Motion Passed:** Passed with a motion by Chip Corfman and a second by Karina Alvarez.

Yes Karina Alvarez

Yes Chip Corfman

Yes Alexa Horne

Yes Mike McFadden

Absent Judy Tagg

**3. PUBLIC COMMENTS REGARDING ITEMS ON THE CLOSED SESSION AGENDA Please limit individual comments to three (3) minutes.**

Minutes: There were no comments from the public.

*Quick Summary: At this time, members of the public may address the Board only as to items on the closed session agenda. If you wish to address the Board, please stand and give your name and address. Individual presentations shall not be for more than three (3) minutes and the total time for the purpose shall not exceed twenty minutes. (Gov. Code Section 54954.3.)*

#### **4. CLOSED SESSION**

Minutes: The board entered Closed Session at 5:02p.m.

*Quick Summary: There will be a closed session to discuss those matters permitted by the Brown Act, I.E. Personnel, Property, Negotiations, Litigation and Special Contracts, if necessary.*

##### **4.a. Pending Litigation (Request for Due Process, Student #51000124)**

##### **4.b. Conference with Labor Negotiators: Agency Designated Representative: Laura Dubbe, Superintendent, Employee Organization: California School Employees Association**

#### **5. RECONVENE IN OPEN SESSION (6:00p.m.)**

Minutes: The board reconvened in Open Session at 6:00p.m.

Public in attendance:

- Allegra Martinez, Student Council Representative
- Diane Candland

#### **6. REPORTABLE CLOSED SESSION ACTIONS, IF ANY**

Minutes: There was nothing to report out of Closed Session.

#### **7. PUBLIC COMMENT REGARDING ITEMS ON THE OPEN SESSION AGENDA AND ON NON-AGENDA ITEMS OF INTEREST TO THE PUBLIC THAT ARE WITHIN THE SUBJECT MATTER JURISDICTION OF THE BOARD**

Minutes: There were no comments from the public.

*Quick Summary: At this time, members of the public may address the Board only as to items on the open session agenda or items within the subject matter jurisdiction of the Board. Public comment will not be taken during the Board's consideration of an item on the open session agenda. If you wish to address the Board, please stand, give your name and address and proceed to speak. Individual presentations shall not be for more than three (3) minutes and the total time for this purpose shall not exceed twenty (20) minutes. In accordance with the Brown Act, unless an item has been placed on the published agenda, there shall be no action taken. The Board may 1) acknowledge receipt of the information, 2) refer to staff for further study, or 3) refer the matter to the next agenda.*

#### **8. BOARD COMMUNICATION**

#### **9. ADMINISTRATOR REPORTS**

##### **9.a. Student Council Report: Speaker of the House, Allegra Martinez**

##### **9.b. Department Manager's Reports for the Month of November 2019**

###### **9.b.1. Food Services**

Minutes: Manager of Food Services, Cindy Worthington presented the board with her annual food services report.

**9.b.2. Maintenance and Operations**

**9.b.3. Technology**

**9.b.4. Transportation**

**9.c. School Climate and Safety Preparedness**

**9.c.1. Safety Committee Update**

**9.c.2. Anti-Vaping Campaign**

**9.d. Local Control Accountability Plan (LCAP)**

**9.d.1. LCAP Development Workshop Calendar**

**9.d.2. Stakeholder Engagement**

**9.d.2.a. Parent Conferences - LCAP Metric for Parent Engagement**

**9.d.2.b. Lunch on the Lawn for Kinder and 5th Grade - December 11, 2019**

**9.e. Administrative and Fiscal Services Update**

**9.e.1. Monthly Fiscal Report through the Month of October 2019**

**9.e.2. Professional Development Log**

**9.e.3. Contracts/MOU Log**

**9.e.4. Five-Year Plan**

**10. CONSENT AGENDA**

*Quick Summary: All items on the Consent Agenda are considered by the Superintendent to be of a routine nature and may be acted upon with one motion. Any recommendation may be removed from the Consent Agenda.*

**10.a. Regular Board Meeting Minutes of November 12, 2019 (Absent: None)**

**Motion Passed:** Passed with a motion by Mike McFadden and a second by Chip Corfman.

Yes Karina Alvarez

Yes Chip Corfman

Yes Alexa Horne

Yes Mike McFadden

Absent Judy Tagg

**10.b. Commercial Warrants for the Month of November 2019**

**Motion Passed:** Passed with a motion by Mike McFadden and a second by Chip Corfman.

Yes Karina Alvarez

Yes Chip Corfman  
Yes Alexa Horne  
Yes Mike McFadden  
Absent Judy Tagg

**10.c. Payroll Warrants for the Month of November 2019 in the Amount of: \$694,784.76 for Regular Payroll and \$2,420.90 for Supplemental Payroll**

**Motion Passed:** Passed with a motion by Mike McFadden and a second by Chip Corfman.

Yes Karina Alvarez  
Yes Chip Corfman  
Yes Alexa Horne  
Yes Mike McFadden  
Absent Judy Tagg

**10.d. Resignation of Classified Position(s)**

**Motion Passed:** Passed with a motion by Mike McFadden and a second by Chip Corfman.

Yes Karina Alvarez  
Yes Chip Corfman  
Yes Alexa Horne  
Yes Mike McFadden  
Absent Judy Tagg

**10.d.1. Rudy Huerta - Utility Worker, Classified Hourly Position 8hrs/10 Months (1.00 FTE) Effective: December 4, 2019**

**10.d.2. Caren Stewart - Instructional Aide, Classified Hourly Position 5.0 Hours/10 Months (0.625 FTE) Effective: November 5, 2019**

**11. BUSINESS: INFORMATION ITEMS**

**12. BUSINESS: ACTION ITEMS**

**12.a. Discuss/Approve Employment of Classified Position(s):**

**Motion Passed:** Passed with a motion by Mike McFadden and a second by Karina Alvarez.

Yes Karina Alvarez  
Yes Chip Corfman  
Yes Alexa Horne  
Yes Mike McFadden  
Absent Judy Tagg

**12.a.1. Christina Contreras as an Instructional Aide, Classified Hourly Position 5.0 Hours/10 Months (0.625 FTE) Effective: December 11, 2019**

**12.b. Discuss/Approve Employment in a Temporary ELPAC Assessment Services Classified Hourly Position Effective December 11, 2019 for the 2019-2020 School Year**

**Motion Passed:** Passed with a motion by Mike McFadden and a second by Chip Corfman.

Yes Karina Alvarez  
Yes Chip Corfman  
Yes Alexa Horne  
Yes Mike McFadden  
Absent Judy Tagg

**12.b.1. Janet Estrada**

**12.c. Discuss/Approve Employment of Substitute Position(s) on an On-Call Day-to-Day Basis (contingent upon background check and fingerprint clearance)**

**Motion Passed:** Passed with a motion by Mike McFadden and a second by Karina Alvarez.

Yes Karina Alvarez  
Yes Chip Corfman  
Yes Alexa Horne  
Yes Mike McFadden  
Absent Judy Tagg

**12.c.1. Certificated Substitute Position:**

Quick Summary: Ashley Caro, Christina Contreras, Hector Wong

**12.c.2. Classified Substitute Position:**

Quick Summary: Hector Wong

**12.d. Discuss/Approve Audit Report 2018-2019 and Forms: 2018-2019 Audit Certification, Certification of Corrective Action, Audit Finding Corrective Action**

**Motion Passed:** Passed with a motion by Chip Corfman and a second by Mike McFadden.

Yes Karina Alvarez  
Yes Chip Corfman  
Yes Alexa Horne  
Yes Mike McFadden  
Absent Judy Tagg

**12.e. Discuss/Approve First Interim Report for 2019-2020 School Year**

**Motion Passed:** Passed with a motion by Chip Corfman and a second by Mike McFadden.

Yes Karina Alvarez  
Yes Chip Corfman

Yes Alexa Horne  
Yes Mike McFadden  
Absent Judy Tagg

### 13. DATE/TIME OF NEXT SCHEDULED BOARD MEETING

**13.a. The next Regular School Board Meeting will be held on Tuesday, January 14, 2020.**

### 14. CLOSED SESSION

*Quick Summary: There will be a closed session to discuss those matters permitted by the Brown Act, I.E. Personnel, Property, Negotiations, Litigation and Special Contracts, if necessary.*

**14.a. Pending Litigation (Request for Due Process, Student #51000124)**

**14.b. Conference with Labor Negotiators: Agency Designated Representative: Laura Dubbe, Superintendent, Employee Organization: California School Employees Association**

### 15. ACTION FROM CLOSED SESSION, IF ANY

### 16. ADJOURNMENT OF MEETING

Minutes: President, Alexa Horne adjourned the meeting at 6:51p.m.

**Motion Passed:** Passed with a motion by Karina Alvarez and a second by Mike McFadden.

Yes Karina Alvarez  
Yes Chip Corfman  
Yes Alexa Horne  
Yes Mike McFadden  
Absent Judy Tagg

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Signature #1

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Signature #2

Date Board Approved: **January 14, 2020**