



## MINUTES

### Regular Meeting of the Governing Board

November 08, 2018 6:00 PM

District Office

28131 Livingston Avenue  
Valencia, CA 91355

#### Attendance Taken at 6:02 PM:

##### Present:

Mayreen Burk  
Susan Christopher  
Stacy Dobbs  
Laura Pearson

##### Absent:

Fred Malcomb

#### I. CALL TO ORDER

##### Minutes:

President Pearson called the meeting to order at 5:16 P.M.

#### II. ROLL CALL

##### Quick Summary:

Mrs. Laura Pearson, President,

Mrs. Stacy Dobbs, Clerk,

Mrs. Mayreen Burk, Member

Mrs. Susan Christopher, Member

Mr. Fred Malcomb, Member

Mr. Steve Doyle, Superintendent

Mrs. Janene Maxon, Assistant Superintendent of Educational Services

Ms. Linette Hodson, Chief Business Official



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Mr. Jaime Garcia, Director of Facilities Mrs. Charmin Ortega, Executive Assistant to the Superintendent

Minutes:

Also present was newly hired Director of Student Support Services, Kim Tredick.

### 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 - 5:15 P.M.

#### 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

#### 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) (i.e. potential litigation)

#### IV.3. Public Employee Employment

Quick Summary:

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

#### IV.3.a. 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



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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 reconvened to open session at 6:08 P.M. and President Pearson called the meeting to order.

### VI. REPORT OF CLOSED SESSION ACTION

Minutes:

President Pearson 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, Clair Silvestro.

### VIII. APPROVAL OF AGENDA

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

Yes Mayreen Burk

Yes Susan Christopher

Yes Stacy Dobbs

Absent Fred Malcomb

Yes Laura Pearson

### IX. SPECIAL ITEMS & RECOGNITIONS

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

Minutes:

Mrs. Burk shared that she visited Castaic Elementary School and was so pleased to see that their "Kindness" theme is well represented throughout the campus and in the manner in which the students greeted her. Everyone was very polite.



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President Pearson mentioned that she also toured Castaic Elementary School and enjoyed visiting with the staff.

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

Minutes:

Allison West, Principal at Castaic Elementary School, along with teacher, Kathi Hays, introduced and recognized Clair Silvestro as Student of the Month. Mrs. West also honored Renee Ayers as Classified Employee of the Month and Alyson Baron as Certificated Employee of the Month. In addition, although she was not present, Lynn Peirce was recognized as Volunteer of the Month. Each honoree received a gift of appreciation and a framed certificate from the Board of Trustees. In addition, they received a special certificate of recognition from the Office of Assemblyman Dante Acosta.

**IX.2.a. Student of the Month: Clair Silvestro**

**IX.2.b. Volunteer of the Month: Lynn Peirce**

**IX.2.c. Classified Employee of the Month: Renee Ayers**

**IX.2.d. Certificated Employee of the Month: Alyson Baron**

### **IX.3. Principal's Report: Allison West, Principal, Castaic Elementary**

Minutes:

Allison West, Principal at Castaic Elementary School shared that the school theme is "Kindness" and the students and staff will be promoting Acts of Kindness throughout the year. Every Wednesday, the students and staff wear their "kindness" shirts.

In October, the sixth-grade students collected 536 pairs of new socks to donate to a local homeless shelter. Currently the school is collecting \$3.00 from each student to purchase trauma kits for each classroom, in accordance with the "Stop the Bleed" campaign.

Mrs. West then shared with the Board how she and the staff are addressing their school goals.

### **IX.4. Special Recognition: Jacky Vasquez, Supervisor of Preschool Programs**



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Minutes:

Janene Maxon, Assistant Superintendent of Educational Services introduced newly hired, Kim Tredick, Director of Student Support Services.

Mrs. Maxon then introduced Jacky Vasquez, Supervisor of Preschool Programs. Mrs. Maxon shared that Ms. Vasquez has grown and developed excellent programs for our Preschool students. Mrs. Maxon presented Ms. Vasquez with a special gift of appreciation.

Jacky Vasquez introduced Sandra White and Monica Villafana who are members of the Preschool Programs Team. Ms. Vasquez thanked them for their contributions to the success of our Preschool students and presented each with a special gift of appreciation and a bouquet of flowers.

**IX.4.a. Employee of the Month: Monica Villafana, Northlake Hills Preschool**

**IX.4.b. Employee of the Month: Sandra White, State Preschool Lead Instructor**

## X. RECESS

Minutes:

President Pearson called for a recess at 6:51 P.M. The meeting reconvened at 7:05 P.M.

## XI. CTA Comments

Minutes:

Suzanne Graff, President of Castaic Teachers Association (CTA) shared that she recently attended the State Council meeting. CTA is donating two tickets to the Pocock Brewing Co. Beer Festival in support of the Castaic Education Foundation. On Mondays, the teachers "Wear Red for Ed", which supports public education.

## XII. CSEA Comments

Minutes:

No representatives were present.

## XIII. HEARING SESSION

Quick Summary:

State law prevents the Board from acting on any matter not listed on the agenda, or



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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.

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

Minutes:

There were no requests received to address the Board.

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

Minutes:

There were no questions or comments received with regard to the agenda as presented.

## **XIV. PRESENTATIONS & REPORTS**

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

Minutes:

Superintendent Doyle shared that he will miss Mrs. Christopher as she retires from her position as a Trustee on the Board. He introduced newly appointed Trustee, John Richard. Mr. Doyle updated the Board on some conferences and meetings that he will be attending.

### **XIV.2. Educational Services Report**

Minutes:

Mrs. Maxon updated the Board about some training workshops scheduled at Northlake Hills Elementary School for the entire Special Education and Preschool staff. The first workshop will be on November 19.

Mrs. Maxon shared about the recent Education Forum hosted by the SCV Education Foundation. It was a full-day, Saturday workshop for local families at which there were several speakers on a variety of topics, such as homework, brain breaks, growth mindset, what it means to be a substitute, and many other excellent topics. Linette Hodson spoke about the budget and public school funding.

Mrs. Maxon briefly shared presentations on the California Dashboard and the Local Control Accountability Plan (LCAP).



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Each of these presentations are hereby made part of the minutes of this meeting as if fully set forth herein.

### **XIV.3. Business Services Report**

#### **XIV.3.a. Facilities**

#### **XIV.3.b. Fiscal Services**

### **XV. 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.

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

Minutes:

There were no items removed from the consent calendar.

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

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

Yes Mayreen Burk

Yes Susan Christopher

Yes Stacy Dobbs

Absent Fred Malcomb

Yes Laura Pearson

#### **XV.2.a. Minutes of the Regular Board Meeting of October 11, 2018, and Special Board Meeting of October 23, 2018**

Quick Summary:

See attached.

Financial Impact:

There is no fiscal impact on the District.



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### **XV.2.b. Personnel Report - November 2018**

Quick Summary:  
See attached.

Financial Impact:  
All positions shown are authorized by the Board and are included in the 2018-2019 budget.

### **XV.2.c. Financial Report - October 2018**

Quick Summary:  
See attached.

Financial Impact:  
Total of this report: \$1,512,373.09

### **XV.2.d. Donations**

Quick Summary:  
In the month of October the following donations were received:  
Northlake Hills Elementary: \$697.22 from Kroger  
\$100.00 from Stacy Kupfer of SVC Kids Consignment  
\$100.00 from Melanie WildeCastaic  
Elementary: \$1205.00 from various parents

Financial Impact:  
Total donations: \$2102.22.

### **XV.2.e. Proposal from TC Security and Fire Alarm Systems for Fire Alarm Monitoring**

Quick Summary:  
The proposal is an ongoing operation for all schools and sites. Fire monitoring is required and intrusion alarms are monitored through the same company. Rates have not changed for several years.

Financial Impact:  
\$2,376.00 Fire Alarm Monitoring - General Fund

### **XV.2.f. Proposal from TC Security and Fire Alarm Systems for Intrusion System Monitoring**



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### Quick Summary:

The proposal is an ongoing operation for all schools and sites. Fire monitoring is required and intrusion alarms are monitored through the same company. Rates have not changed for several years.

### Financial Impact:

\$4,356.00 Intrusion Alarm Monitoring - General Fund

## XVI. ACTION ITEMS

### XVI.1. Change of Substitute Teacher Pay Rate

#### Quick Summary:

The Substitute Teacher pay rates have not changed since 2004 and are currently the lowest of all the districts in the Santa Clarita Valley. The District is struggling to provide substitute coverage so it is recommended that these rates be increased in order to remain competitive with other school districts. These rates will be effective December 1, 2018. See the attached schedule for the new daily rates.

**Motion to Amend Passed:** To amend the motion from: "Approve item as submitted." to: "Increase substitute pay rates to: \$120 for grades K-6, \$125 for grades 7-8, and \$125 for severe classes." Passed with a motion by Susan Christopher and a second by Mayreen Burk.

Yes Mayreen Burk

Yes Susan Christopher

Yes Stacy Dobbs

Absent Fred Malcomb

Yes Laura Pearson

#### Financial Impact:

This will increase the substitute budget by approximately \$18,750.00 per year.

### XVI.2. Approval of Agreement with AVCON Inspection Services

#### Quick Summary:

The Division of State Architecture (DSA) requires an Inspector of Record (IOR) for the Castaic Middle School locker room project. The district issued an RFP for IOR and has selected AVCON for this project. Mr. Brian Hayes has worked with the District as the IOR for the Fire Alarm Replacement in 2012. He is familiar with the campus and brings an excellent reputation as a school district partner.



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### Comments:

Mr. Hayes comes with a outstanding record & reputation of working as a partner with the schools to ensure the scope of the project is built as designed. His selection is strongly recommended by the District Staff.

**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

Absent Fred Malcomb

Yes Laura Pearson

### Financial Impact:

Estimated \$58,000 from Measure QS series 2.

### **XVI.3. Approval of Agreement with Yowell Environmental Services, Inc. (Contract #QS 18/19-002)**

#### Quick Summary:

Prior to any activity for construction, an environmental assessment must be conducted to ensure materials that would be considered as hazardous substance has been identified and communicated with contractors that will be awarded a contract.

### Comments:

The District is moving quickly to ensure the site is ready for demolition over the winter break. Approving this contract will assist in meeting the aggressive timeline to start construction with this project.

**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

Absent Fred Malcomb

Yes Laura Pearson

### Financial Impact:



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\$3,778.50 from Measure QS Series 2.

### **XVI.4. Approval of Proposal from Atkal Communications, Inc.**

#### Quick Summary:

The District has several doors operated through an access control system around schools and administrative areas. The system server has crashed and is no longer supported by CISCO. Attempts to salvage the system has not been favorable. The proposal is to install a new operating platform on existing hardware where possible.

#### Rationale:

Access controls are installed at specific doors around the schools. The system has been used as a staff ID badging system as well as access control cards. Without an operating system, new badges cannot be issued nor can changes be programmed.

#### Comments:

The project meets the bond language for access controls and District-wide security. This will be a replacement and upgrade to a security system.

**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

Absent Fred Malcomb

Yes Laura Pearson

#### Financial Impact:

\$33,800.00 from Measure QS funds.

### **XVI.5. Approval of Cargo Van Purchase from Pacific Auto Center**

#### Quick Summary:

The district was unable to secure a van off of the state contract as approved at the September 13, 2018 board meeting. Pacific Auto Center does have a cargo van within the cost approved by the board.

#### Rationale:

The expected cost from Pacific Auto Center will be approximately \$900 less than a new van from Downtown Ford. They are both 2018 vans, however, this



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van is being sold used with 11,874 actual miles. The van has been secured and will be ready for pick up pending board approval.

### Comments:

There was no van available at the time of purchase and a replacement van would take 14 to 16 weeks. The district was renting a van and it would be cost prohibitive to continue renting while waiting for a cargo van to utilize the state contract price.

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

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

### Financial Impact:

\$25,298.63 from the General Fund.

### **XVI.6. Approval of Purchase of Wood Chips from Turboscape Inc.**

#### Quick Summary:

Live Oak and Castaic Elementary apparatus pits are in need of wood chip replacement. This is necessary to ensure we have a safe fall distance in the play pits.

**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  
Absent Fred Malcomb  
Yes Laura Pearson

### Financial Impact:

\$21,150.00 from the General Fund.

### **XVI.7. Approval of Change Order 1 and 2 for Digital Network Group Inc,**

#### Quick Summary:



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The changes will be made to both Live Oak and Northlake Hills Elementary. This includes speaker upgrades and remote controls of the system using an iPad.

### Rationale:

This will allow remote access to the system from anywhere in the MPR. This will greatly enhance the ability to control AV presentations and performances.

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

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

### Financial Impact:

Change Order #1 \$2,442.30 Change Order #2 \$2,901.75 Total contact amount changed from \$120,398.00 to \$125,742.05

### **XVI.8. Approval of Little Diversified Architectural Consulting, Inc. to be Placed on District Pre-qualification List of Select Architectural Firms**

#### Quick Summary:

The District issued Request for Qualifications (RFQ) from professional Architect firms as a result of bond planning and projects identified in the District's Facilities Master Plan. All selected firms were responsive to the RFQ and met the district's criteria for professional services. Statements of Qualifications (SOQ) were received from several firms and scheduled for interviews with district selection committee completed. Firms were selected based on their experience with K-12 projects and familiarity with district needs and experience. Reference checks were completed and each of the firms made a presentation to the governing board on August 8, 2018. It is recommended that Little Diversified will be on a short list to assist the district with projects as needed. Once a project is selected, a Request for Proposal (RFP) will be issued to the firm on the pre-selected list based on the SOQ.

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

Yes Mayreen Burk  
Yes Susan Christopher  
Yes Stacy Dobbs



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Absent Fred Malcomb  
Yes Laura Pearson

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

### **XVI.9. Approval of Westgroup Designs, Inc. to be Placed on District Pre-qualification List of Select Architectural Firms**

#### Quick Summary:

The District issued Request for Qualifications (RFQ) from professional Architect firms as a result of bond planning and projects identified in the District's Facilities Master Plan. All selected firms were responsive to the RFQ and met the district's criteria for professional services. Statements of Qualifications (SOQ) were received from several firms and scheduled for interviews with district selection committee completed. Firms were selected based on their experience with K-12 projects and familiarity with district needs and experience. Reference checks were completed and each of the firms made a presentation to the governing board on August 8, 2018. It is recommended that Westgroup Designs, Inc. will be on a short list to assist the district with projects as needed. Once a project is selected, a Request for Proposal (RFP) will be issued to the firm on the pre-selected list based on the SOQ.

**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  
Absent Fred Malcomb  
Yes Laura Pearson

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

### **XVI.10. Approval of PBK Architects, Inc. to be Placed on District Pre-qualification List of Select Architectural Firms.**

#### Quick Summary:

The District issued Request for Qualifications (RFQ) from professional Architect firms as a result of bond planning and projects identified in the



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District's Facilities Master Plan. All selected firms were responsive to the RFQ and met the district's criteria for professional services. Statements of Qualifications (SOQ) were received from several firms and scheduled for interviews with district selection committee completed. Firms were selected based on their experience with K-12 projects and familiarity with district needs and experience. Reference checks were completed and each of the firms made a presentation to the governing board on August 8, 2018. It is recommended that PBK Architects, Inc. will be on a short list to assist the district with projects as needed. Once a project is selected, a Request for Proposal (RFP) will be issued to the firm on the pre-selected list based on the SOQ.

**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  
Absent Fred Malcomb  
Yes Laura Pearson

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

### **XVI.11. First Reading to Delete Board Policy 1020: Youth Services**

Quick Summary:  
CSBA is deleting this policy and key concepts are being moved to BP 1400 Relations between Other Governmental Agencies and the Schools.

**Motion Passed:** Delete Board Policy. Passed with a motion by Mayreen Burk and a second by Susan Christopher.

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

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



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### **XVI.12. First Reading to Delete Old Board Policy, and Adopt New Board Policy 1400: Relations between Other Governmental Agencies and the Schools**

#### Quick Summary:

The contents of this policy are being deleted since the wording has drastically changed. This policy deletes material regarding the use of school facilities as a polling place, now addressed in BP 1330 Use of School Facilities. It adds material on collaboration with local government agencies, formerly in BP 1020 Youth Services.

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

Yes Mayreen Burk

Yes Susan Christopher

Yes Stacy Dobbs

Absent Fred Malcomb

Yes Laura Pearson

#### Financial Impact:

There is no fiscal impact on the District.

### **XVI.13. First Reading to Adopt Revised Administrative Regulation 3460: Financial Reports and Accountability**

#### Quick Summary:

This regulation is being updated to add a new section on "Report and Expenditures of State Facilities Funds" reflecting state law, as amended by NEW LAW (AB 1808), which requires districts that receive state facilities funding under the Leroy F. Greene School Facilities Act to annually report a list of expenditures for completed facilities projects and conclude an audit within one year of project completion.

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

Yes Mayreen Burk

Yes Susan Christopher

Yes Stacy Dobbs

Absent Fred Malcomb

Yes Laura Pearson



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Financial Impact:

There is no fiscal impact on the District.

### **XVI.14. First Reading to Delete Old Board Policy, and Adopt New Board Policy and Revised Administrative Regulation 3514: Environmental Safety**

Quick Summary:

We are deleting the contents of this policy since it is outdated. The policy and regulation are being updated to reflect NEW LAW (AB 746) which provides that, if a community water system finds lead above specified levels in a school's potable water system, the District must notify parents/guardians, shut down fountains and faucets, and provide a source of drinking water to students. The policy also deletes details regarding District strategies that are duplicated in the regulation. The regulation also updates material related to particulate filters in school buses and carbon monoxide detectors to reflect current law.

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

Yes Mayreen Burk

Yes Susan Christopher

Yes Stacy Dobbs

Absent Fred Malcomb

Yes Laura Pearson

Financial Impact:

There is no fiscal impact on the District.

### **XVI.15. First Reading to Adopt Revised Board Policy and Administrative Regulation 4119.11/4219.11/4319.11: Sexual Harassment**

Quick Summary:

This policy and regulation are being updated to reflect NEW STATE REGULATIONS (Register 2015, No. 50), as renumbered, which extends protections against sexual harassment to unpaid interns and volunteers, requires districts to instruct supervisors to report complaints, and revises requirements pertaining to the training of supervisory employees. The policy is also being updated to provide a strong statement of the Board's commitment to provide a safe work environment that is free of sexual harassment and intimidation and to align the process for filing complaints of



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sexual harassment with AR 4030 Nondiscrimination in Employment. The regulation also reflects NEW LAW (SB 396) which requires districts to post a Department of Fair Employment and Housing poster on transgender rights and, if the District has 50 or more employees, to provide training to supervisors regarding harassment based on gender identity, gender expression, and sexual orientation.

**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  
Absent Fred Malcomb  
Yes Laura Pearson

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

### **XVI.16. First Reading to Adopt Revised Board Policy 5145.9: Hate-Motivated Behavior**

Quick Summary:

This policy is being updated to define hate-motivated behavior and expand material related to collaboration, staff training, and enforcement of rules regarding student conduct. It also provides for the use of uniform complaint procedures when the behavior is determined to be based on unlawful discrimination.

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

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

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

## **XVII. REPORTS/INFORMATION**



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### **XVII.1. General Obligation Bonds - Costs of Issuance**

**Quick Summary:**

Education Code Section 15146 requires that the Board be presented with the actual cost of issuance information after the sale of the general obligation bonds. The costs information also needs to be disclosed to the public.

**Minutes:**

Linette Hodson shared information about the General Obligation Bonds.

**Financial Impact:**

\$271,942.71 from the 21.2 Fund

### **XVII.2. Call for Nominations for California School Boards Association (CSBA) Delegate Assembly**

**Quick Summary:**

Each year, member boards elect representatives from 21 geographic regions to CSBA's Delegate Assembly. The Delegate Assembly is a vital link in the association's governance structure and sets the general policy direction for the association. Working with the local districts, county offices, the Board of Directors, and Executive Committee, Delegates ensure that the association promotes the interests of school districts and county offices of education throughout the state. There are two required Delegate Assembly meetings each year. In 2019, the first meeting will be May 18-19 in Sacramento and the second one will be November 4-5 in San Diego preceding CSBA's Annual Education Conference and trade show. Nomination and candidate biographical sketch forms for CSBA's Delegate Assembly are now being accepted until Monday, January 7, 2019.

**Minutes:**

This item was tabled for further discussion at the December 6, 2018 Board of Trustees meeting.

**Financial Impact:**

There is no fiscal impact on the District.

### **XVII.3. L. A. County Committee on School District Organization - Election Results**

**Quick Summary:**

The annual election (LAC Bulletin attached) for the L. A. County Committee on School District Organization held on October 22, 2018, are as follows:1st



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Supervisory District: Mr. Frank Ogaz  
4th Supervisory District: Mrs. Heidi Ashcraft

### **XVII.4. Announce the Receipt of the 2018-2019 Initial Proposal from the Castaic Teachers Association (CTA), and therefore "Sunshine" the Proposal at this Public Meeting**

#### Quick Summary:

The California Government Code 3547 requires that the initial proposals of both a Union and a Board of Trustees be "sunshined" at public meetings, that a public hearing be held at a subsequent meeting to allow for public comment on each proposal, and that a board publicly acknowledge receipt of the proposal from the Union. After the public hearing, this item is that final step in the process for the Union's proposal.

#### Comments:

Correction was made from California Teachers Association to Castaic Teachers Association on November 9, 2018.

#### Financial Impact:

No direct impact from this action separate from the overall impact of the collective bargaining process.

## **XVIII. DISCUSSION**

### **XVIII.1. Establish Date, Time, and Place for the Proposed 2019 Board of Trustees Meetings**

#### Quick Summary:

The Castaic Union School District calendar of proposed 2019 School Board Meetings is attached for review. The final calendar will be placed on the December 6, 2018, agenda for adoption.

#### Minutes:

Mr. Doyle recommended that the January 10, 2019 Board meeting be moved to January 17, 2019 so that classes will be back in session in order to celebrate Live Oak Elementary School.

The February meeting was scheduled the first week of the month to accommodate for Valentine's Day on the February 14.



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Financial Impact:

There is no fiscal impact to the District.

### **XVIII.2. Legislative Action Day: March 12, 2019**

Quick Summary:

Legislative Action Day will be held on Tuesday, March 12, 2019, at the Capitol. This is an important opportunity for school board members to represent their respective school district or county office of education in Sacramento. Registration will open on November 29 during the 2018 Annual Education Conference and Trade Show in San Francisco.

### **XVIII.3. Santa Clarita Valley Trustees Association Meeting and Dinner**

Minutes:

Mrs. Dobbs shared that the SCV Trustees Dinner will be held at the CUSD District Office Board Room on November 26 at 6:00 P.M. She will coordinate the catering and arrangements with Charmin Ortega, Executive Assistant to the Superintendent.

### **XVIII.4. Staff Appreciation Holiday Breakfast**

Minutes:

The Board of Trustees would like to serve a hot brunch to the staff at each school site as has been the tradition in years past. Charmin Ortega will request a catering proposal from Santa Clarita Valley School Foods Services Agency and forward it to the Board for consideration.

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

## **XX. RETURN TO OPEN SESSION**

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

## **XXII. ADJOURNMENT**

Minutes:

President Pearson adjourned at 8:46 P.M.

**Motion Passed:** Passed with a motion by Laura Pearson and a second by Mayreen Burk.

Yes Mayreen Burk

Yes Susan Christopher



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Yes Stacy Dobbs  
Absent Fred Malcomb  
Yes Laura Pearson

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Chairperson

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Superintendent