

## MINUTES

**1. Call to Order:** 6:01 pm by Clerk of the Board, Ken Dellinger. Board members present: Ken Dellinger, Michele Saunders, Echo Molina. Peter Haws joined the meeting at 6:42. Peter Aichinger was absent. Administration present: Tom Allcock, Supt; Lisa O'Neill, Principal; Pat Merritt, Asst. Principal; Meg Perry, Business Manager; Cynthia Michaud, Admin Asst. Others present: Bethany Markee, Celi Ribet, Jules Manfreda, Eleanor Lind, Melisa Shelly.

**2. Pledge of Allegiance:** Led by Mr. Dellinger.

**3. Introductions/Recognition:** None.

**4. (M) Approval of Agenda:** Mr. Dellinger asked for a motion to approve the agenda, noting that the resolution in Action Item 12.15 should be resolution 11-0913-2. A motion to approve the agenda with the amended resolution number was made by Dr. Saunders and seconded by Mrs. Molina. The motion passed 3/0.

**5. (M) Approval of Minutes:** Aug 9, 2011. A motion to approve the minutes was made by Mrs. Molina and seconded by Dr. Saunders. The motion passed 3/0.

**6. Public Comment:** Eleanor Lind expressed her concerns about the large class sizes in 6<sup>th</sup> grade.

**7. Correspondence/Committee Reports:** (Mr. Manfreda arrived late due to a Volleyball game and spoke right after the Superintendent's report). The 2011-12 sports programs were discussed with Jules Manfreda, Athletic Director. Mr. Manfreda said that he was still looking for a coach for boy's tennis. Dr. Saunders said there were people willing to help. Mr. Manfreda and Mrs. Michaud explained that because of live scan requirements, there still needs to be one person who is present at all practices and events. Mr. Manfreda said that there would again be no baseball season. The league voted to run baseball in the fall and there was not enough participation. The league will re-visit spring baseball for the next school year. Currently Mr. Manfreda will be doing all the coaching for volleyball and basketball. Todd Rogers and Janet Rasmussen will be assisting with the girls volleyball.

**8. (M) Approval of Consent Agenda**

8.1 Approval of Commercial Warrants (\*) (7/22, 8/5, 8/12, 8/19, 8/26/2011)

8.2 Approval of Financial Reports (\*)

8.3 Enrollment Report (\*)

8.4 Acceptance of Classified Instructional Aide Re-hires: Alice Parlato, Matilde Harrigan, Anita Brau, Alicja, Clarke and Janeen Graciano

8.5 Acceptance of Re-assignment: Angela McClurg, Certificated RTI Specialist

8.6 Acceptance of New Hire Classified Instructional Aide: Christina Jasso

8.7 Acceptance of New Hire Unclassified Contract Employee: Sara Martinovitch, Drama Specialist

8.8 Acceptance of Classified Resignation: Christie Ruelas, Instructional Aide (\*)

8.9 Acceptance of Unclassified Contract Employee Resignation: Sarah Lewis, Drama Specialist

8.10 Acceptance of Classified Medical Leave of Absence: Brenda Loskamp

8.11 Acceptance of Proposals from Solvang Federation of Teachers for Opening of Contract Negotiations 2011-12(\*)

A motion to approve the consent agenda was made by Dr. Saunders and seconded by Mrs. Molina. Mrs. Michaud pointed out the proposal from SFT had been updated and the new proposal was provided to board members. In discussion, Dr. Saunders inquired about the process for negotiations and who from the board would be serving on the negotiation team. Mr. Allcock said he would prefer to do the negotiating himself with the assistance of Mrs. Perry and that he would look to the board for approval on items that were negotiated. The consent agenda was passed in a 3/0 vote.

**9. Board Member Reports:** Mrs. Molina reported that she had been volunteering in the cafeteria. She thanked Bethany and Celi for all their hard work and commended them on the food. Mr. Dellinger also said he had volunteered and said that he had received good feedback on the food.

**10. Principal's Report**

10.1 School Accountability Report

Mrs. O'Neill reported on the start of school. She said the Viking Café was up and running and she thanked Celi and Bethany. Sept 15 will be the first annual K-1 Family Picnic on the K-1 playground. The picnic is intended for families of young students to get to know each other. PTO will be there to meet new parents and encourage participation. She reported on this year's test scores. For the district's API scores, she was happy to report that all sub groups met their growth goals. She commended the

teachers for their hard work and talked about the intervention programs we had in place last year. She invited Pat Merritt to talk about this year's language arts intervention program. Mrs. Merritt talked about our new RTI Learning Center that was put in place at the direction of the School Site Council and outlined in our Single School Plan. The Learning Center is being funded by categorical funds (and one time money for curriculum and materials). There are three teachers and one aide working with students. Students were selected for participation based on test scores (basic and below), DIBELS, SRA assessments and teacher recommendation. Students in grades 1-5 will receive remediation in the Learning Center. Students in Grades 6-8 will receive remediation through READ 180. All remediation will be in addition to core instruction. Next year the Site Council will focus on math remediation.

## **11. Superintendent's Report**

### **11.1 Administrative Duties 2011-12**

Mr. Allcock presented the board with the outline of administrative duties for the management and support employees. He reported on the County Superintendent's meeting. He said he was exploring other evaluation tools for certificated staff and would be looking at a webinar presented by Dr. Robert Marzano. He also announced that there would be another board governance series offered in our area this year.

## **12. Board Action Items**

**12.1 Public Hearing: Opportunity for Comment Regarding Sufficiency of Instructional Materials for the 2011-12 School Year.** Mr. Dellinger opened the hearing at 6:49 pm. Eleanor Lind expressed her concerns about the 5<sup>th</sup> grade science curriculum which led to a discussion about the textbooks and teaching strategies. Mr. Dellinger closed the hearing at 6:59 pm.

**12.2 (R)(\*) Consideration for Approval: Resolution 11-0913-1 Sufficiency of Textbooks and Instructional Materials.** A motion to approve was made by Mr. Haws and seconded by Mrs. Molina. The motion passed in a roll call vote with 4 Ayes, 0 Noes, 1 Absent and 0 Abstaining.

**12.3 (M)(\*) Consideration for Approval: Certification of Provision of Standards-Aligned Instructional Materials.** A motion to approve was made by Dr. Saunders and seconded by Mrs. Molina. The motion passed 4/0.

**12.4 (M) Consideration for Approval: 8th Grade Trip to Catalina Island Marine Institute.** A motion to approve was made by Mrs. Molina and seconded by Dr. Saunders. The motion passed 4/0.

**12.5 (M)(\*) Consideration for Approval: Job Description and Authorization to Hire a 3 hour per day Kitchen Assistant.** A motion to approve was made by Dr. Saunders and seconded by Mrs. Molina. In discussion Mrs. Michaud said that we have served over 6,000 meals in the first four weeks of school. We are very understaffed. Adding a dish washer will enable Bethany and Celi to devote more time to cooking. Even with the addition of a dish washer, we are still dependent on 2-3 volunteers a day to assist with the preparation of the upper campus lunches and with serving. There is a schedule of volunteers but we are looking for more. She reported that meals are costing between \$1.00 and \$1.65 to prepare but said that commodities had been used and they are almost gone. As a result we expect an increase in the cost of the meals. Mr. Allcock said he would contact the CDE and ask for an increase in commodities based on the increase of free and reduced meals that we are serving this year. Mrs. Perry reported that it is too early to look at cash flow. She needs about 30 days of lead time on a financial report due to the processing of invoices. There was discussion about the serving of food to the upper campus students. It makes the most sense to have them eat in the cafeteria but there is not enough time. Mr. Allcock is still exploring alternatives. The motion passed in a vote of 4/0.

**12.6 (M) Consideration for Approval: Contract for Food Services with The Family School.** A motion to approve was made by Dr. Saunders and seconded by Mr. Haws. The motion passed 4/0.

**12.7 (M)(\*) Consideration for Approval: Contract for Legal Services and Membership in the Santa Barbara Legal Consortium with Liebert, Cassidy, Whitmore.** A motion to approve was made by Dr. Saunders and seconded by Mrs. Molina. The motion passed 4/0.

**12.8 (M)(\*) Consideration for Approval: Change Order No. 001 Upper and Lower Campus Phase 3 Modernization-Tackboard and Painting.** A motion to approve was made by Mrs. Molina and seconded by Mr. Haws. The motion passed 4/0.

**12.9 (M)(\*) Consideration for Approval: Change Order No. 001 Upper and Lower Campus Phase 3 Modernization-Window Replacement.** A motion to approve was made by Dr. Saunders and seconded by Mrs. Molina. The motion passed 4/0.

**12.10 (M)(\*) Consideration for Approval: Authorization for Annual Membership to CSBA and One Year Subscription to GAMUT Online Services for the Purpose of Updating Board Policies.** A motion to approve Option 3, renewing

membership with CSBA and purchasing GAMUT for one year was made by Dr. Saunders and seconded by Mrs. Molina. The motion passed 4/0.

**12.11 (M)(\*) Consideration for Approval: Annual Report of Labor Compliance from the Solis Group.** A motion to approve was made by Mrs. Molina and seconded by Mr. Haws. The motion passed 4/0.

**12.12 (M)(\*) Consideration for Approval: Acceptance of Notice of Completion for Solvang Elementary School Upper and Lower Campus Modernization Including Library Casework.** A motion to approve was made by Dr. Saunders and seconded by Mrs. Molina. The motion passed 4/0.

**12.13 (M)(\*) Consideration for Approval: Authorized Signatures for District Personnel to Act as District Agents.** A motion to approve was made by Dr. Saunders and seconded by Mrs. Molina. The motion passed 4/0.

**12.14 (M)(\*) Consideration for Approval: Authorized Signatures for Release of Commercial Warrants and Payroll Warrants.** A motion to approve was made by Mrs. Molina and seconded by Dr. Saunders. The motion passed 4/0.

**12.15 (R)(\*) Consideration for Approval: Resolution 11-0913-2 Delegation of Board Power to Tom Allcock and Meg Perry to Make Cash and Budget Transfers.** A motion to approve was made by Dr. Saunders and seconded by Mr. Haws. The motion passed in a roll call vote with 4 Ayes, 0 Noes, 1 Absent and 0 Abstaining.

**12.16 (M)(\*) Consideration for Approval: Annual Authorization for District Personnel to Sign on Union Bank Accounts.** A motion to approve was made by Mr. Haws and seconded by Mrs. Molina. The motion passed 4/0.

**13. Board Informational Items:**

13.1 SBCEO Approval of Adopted Budget, Analysis and Recommendations

13.2 Pooled Treasury Investment Fund Report as of 6/30/11.

There was no discussion.

**14. Future Agenda Items:** Special Board Meeting on September 27 at 6:00 for approval of Unaudited Actuals. Mr. Haws is unable to attend. Mrs. Molina, Mr. Dellinger and Dr. Saunders will be in attendance.

**15. Closed Session:**

15.1 Negotiations

15.2 Personnel: Special Education

Mr. Dellinger called the meeting in to closed session at 7:35 pm. Closed session ended at 7:50 pm. There was no action taken by the board and nothing to report.

**16. Adjournment:** 7:50 p.m.

\_\_\_\_\_  
Signed

\_\_\_\_\_  
Attest

(\*) Supporting material contained within the Board packet

(M) Motion Item

(R) Roll Call Item