

# KIT CARSON UNION SCHOOL DISTRICT

## *Minutes of Regular Board Meeting of May 20, 2015*

6:30 pm

### **1. OPEN SESSION**

- a) Call to Order: Andy Atsma, President called the meeting to order at 6:37 pm
- b) Members present: Andy Atsma, Jasmine Costa, and Joe Oliveira. Trustee Deniz was absent. Also present: Todd Barlow, Superintendent/Principal, Margaret DeSantos, Administrative Secretary. Present in the audience: Shelley Leal, Robin Jones, Robert Inabnit, Bill Matesso, Shellie Escobedo, Susanne Heskett and two students from Crescent Valley Public Charter School.
- c) President Atsma called the meeting to closed session at 6:37 pm to discuss the District's response to Kit Carson Educators' Association. No decisions were made in closed session.
- d) President Atsma reopened the regular board meeting at 6:38 pm
- e) Trustee Oliveira led the pledge to the flag

### **2. Public comments and public hearings**

a) None

b) **Public Hearing: Waiver Request**

The public hearing opened at 6:38 pm. The hearing is in regards to a Waiver Request to facilitate the operations of the Mid Valley Charter Home School. Shelley Leal informed the Governing Board that the District did not submit the appropriate paperwork to the state in 2013 in order for the Charter School to continue their operations. This Waiver will allow the Charter School to continue with school operations and to submit the required paperwork to collect ADA revenues due the District.

Shelley Leal stated that Kit Carson District would give Mid Valley a loan if necessary to continue the school operations. There is money in the reserves to assist Mid Valley and the district would be reimbursed by Mid Valley. The hearing was closed at 6:40 pm

c) **Public Hearing: Waiver Request**

The public hearing was opened at 6:40 pm. The hearing is in regards to the caseload for special education students. The caseload is over by one student, the Waiver will protect the District from being penalized by the state. This hearing was closed at 6:43 pm.

d) **Public Notice: Kit Carson Educators Association/CTA/NEA initial proposal**

Mr. Barlow reviewed the response from the governing board. Copies were available and questions were solicited. There was no additional public comment.

### **3. Presentation, reports and communications**

- a) Mr. Barlow reviewed the calendar of events for the month of May and June. He mentioned Open House on May 21st and the Graduation Ceremony on June 3rd at 7:00.

To facilitate a presentation, the board addressed item 4e on the agenda:

4 e) Learn 4 Life Concept Charter Schools

Mr. Barlow introduced Bill Matesso, of Learn 4 Life Concept Charter Schools, and specifically Crescent Valley Charter which operates in Hanford in the FAST Credit union building. Also present from Learn 4 Life was Shellie Escobedo and Susanne Heskett. Mr. Matesso and his staff presented a Powerpoint presentation on what Learn 4 Life has to offer and its educational programs. The group informed the board that they were interested in establishing a partnership in which Kit Carson would become an authorizer for their public charter school.

Mr. Barlow informed the governing board of his visit to the Campus of Learn 4 Life. Mr. Barlow stated that Learn 4 Life might utilize the district's facilities if a partnership established.

The board heard presentations from two students who attend Crescent Valley Charter school.

b) **Board and staff comments:**

- i. Margaret DeSantos reported that Kit Carson has 391 students and Mid Valley Charter School has 21 students enrolled.
- ii. Robin Jones reported that the CASSAP Testing is completed and the STAR draft of the Local Control Accountability Program is also completed.
- iii. Robert Inabnit informed the Governing Board that Carlos Marroquin is out due to shoulder surgery and Andy Olivas is also out due to an injury at home, Andy will return in two weeks, however Carlos will be out until the middle of June.
- vi. Shelley Leal stated that she is working on the Budget and the Local Control Accountability Plan.

c) **Board:**

Trustee Oliveira stated that he was sorry he could not attend the Employee Luncheon. He also thanked Mrs. Carlson for her becoming a school board member for Kit Carson School.

Trustee Costa stated that she enjoyed the Employee Luncheon.

Trustee Atsma: no report

d) **Superintendent's Report**

Mr. Barlow thanked the Board members for the Employee Luncheon. He also expressed his appreciation of Mrs. Carlson's service as a Kit Carson board member

Mr. Barlow welcomed Mr. Acosta to the board meeting and thanked him for taking the time to attend the meeting.

Mr. Barlow also thanked Robert and the staff for doing a great job at Kit Carson School.

Mr. Barlow reported on the new Math adoption, which is item 6j on the Agenda.

Mr. Barlow also informed the Governing Board of Ice Cream day on June 2nd.

Mr. Barlow also reported that the Committee for the Marquee met and the design is still in the works.

Mr. Barlow reminded the Governing Board of the Small School District Conference in Pismo Beach, it is scheduled on July 10th. He asked that Board members confirm their attendance at the conference as soon as possible.

**4. Information items**

a) Review a quote from Hanford Roofing Company

Mr. Barlow stated that the Mid Valley Charter School roof has a leak. He stated that Hanford Roofing is not on the DIR List, so this quote is purely for information purposes . Robert Inabnit will collect other quotes for this roof.

b) Review the Quarterly Report on Williams Uniform Complaints

Mr. Barlow stated that there are no complaints filed.

c) Graduation Ceremony on Wednesday, June 3, 2015 at 7:00 pm

Mr. Barlow informed the Governing Board of the Graduation Ceremony

d) Physical Education Program

Mr. Barlow stated that the certificated staff has requested to have a five day PE program

e) Learn 4 Life Concept Charter Schools

This item was addressed earlier in the meeting (see above)

**5. Consent items**

a) Consider approving the Regular Board minutes of May 20, 2015

It was moved by Trustee Oliveira to approve the minutes as presented; Trustee Costa seconded the motion. Motion passed on a 3-0 vote.

Trustee Atsma	Trustee Costa	Trustee Deniz	Trustee Oliveira
Aye	Aye	Absent	Aye

b) Review and accept Bills and Warrants

The Bills and Warrants were submitted by Shelley Leal. It was moved by Trustee Costa to accept the Bills and Warrants as presented; Trustee Oliveira seconded the motion. Motion passed on a 3-0 vote.

Trustee Atsma	Trustee Costa	Trustee Deniz	Trustee Oliveira
Aye	Aye	Absent	Aye

**6. Actions items**

a) Consider approving the Inter-District Request for 2015-2016 school years

It was moved by Trustee Atsma to approve the the requests as presented; Trustee Oliveira seconded the motion. Motion passed on a 3-0 vote.

Trustee Atsma	Trustee Costa	Trustee Deniz	Trustee Oliveira
Aye	Aye	Absent	Nye

b) Consider approving the Waiver Request to continue the operations of the Mid Valley Charter Home School

Shelley Leal stated, as mentioned earlier on the Agenda, this Waiver would prevent the district from being penalized by the state for not submitting the appropriate paperwork and to continue the operations of Mid Valley Charter Home School. It was moved by Trustee Atsma to approve the Waiver as presented; Trustee Costa seconded the motion. Motion passed on a 3-0 vote.

Trustee Atsma	Trustee Costa	Trustee Deniz	Trustee Oliveira
Aye	Aye	Absent	Aye

c) Consider renewal of the 2015-2020 Mid Valley Charter School Application

Mr. Barlow mentioned the checklist for the Annual Charter Oversight, the checklist has been reviewed and corrected. The application is ready to be submitted for renewal. It was moved by Trustee Oliveira to approve the Waiver as presented; Trustee Costa seconded the motion. Motion passed on a 3-0 vote.

Trustee Atsma	Trustee Costa	Trustee Deniz	Trustee Oliveira
Aye	Aye	Absent	Aye

d) Consider approving the Specific Waiver Request for Resource Specialist Caseload

Mr. Barlow thanked Robin Jones for completing the waiver request form. It was moved by Trustee Oliveira to approve the Waiver as presented; Trustee Atsma seconded the motion. Motion passed on a 3-0 vote.

Trustee Atsma	Trustee Costa	Trustee Deniz	Trustee Oliveira
Aye	Aye	Absent	Aye

e) Consider approving the Agreement between Tulare County Superintendent of Schools and Kit Carson Union School District

Mr. Barlow stated that this is an annual agreement. It was moved by Trustee Costa to approve the Agreement as presented; Trustee Oliveira seconded the motion. Motion passed on a 3-0 vote.

Trustee Atsma	Trustee Costa	Trustee Deniz	Trustee Oliveira
Aye	Aye	Absent	Aye

f) Consider approving the renewal and upgrade of two copy machines with Caltronic Business Systems

Shelley Leal stated that the five year lease is up for renewal, this will be a continuum of the current lease with the same company. This will save the district \$500 per month. It was moved by Trustee Oliveira to approve the Agreement as presented; Trustee Atsma seconded the motion. Motion passed on a 3-0 vote.

Trustee Atsma	Trustee Costa	Trustee Deniz	Trustee Oliveira
Aye	Aye	Absent	Aye

g) Consider approving the Memorandum of Understanding between County of Kings Public Health Department/Health Officer and Kit Carson Union School District

Mr. Barlow stated that a new Ed Code law, 49414 requires the County Health Department to supply and maintain to school districts an epinephrine auto-injectors for emergency use during school hours where cardiopulmonary is an issue. The district is to ensure that volunteers are trained on the use of the auto-injectors. It was moved by Trustee Atsma to approve the Memorandum as presented; Trustee Costa seconded the motion. Motion passed on a 3-0 vote.

Trustee Atsma	Trustee Costa	Trustee Deniz	Trustee Oliveira
Aye	Aye	Absent	Aye

h) Consider approving the purchase of a new Carpet Extractor

Mr. Barlow stated the current carpet extractor is no longer in service. Robert Inabnit stated

that he prefers the most efficient one. It was moved by Trustee Oliveira to approve the purchase as presented; Trustee Costa seconded the motion. Motion passed on a 3-0 vote.

Trustee Atsma	Trustee Costa	Trustee Deniz	Trustee Oliveira
Aye	Aye	Absent	Aye

i) Consider adopting Administrative Regulation 4262 as presented

Mr. Barlow recommended that the proposed changes be adopted as presented and that the current employees be grandfathered in, this would be for new employees. It was moved by Trustee Oliveira to approve the Administrative Regulation as presented; Trustee Atsma seconded the motion. Motion passed on a 3-0 vote.

Trustee Atsma	Trustee Costa	Trustee Deniz	Trustee Oliveira
Aye	Aye	Absent	Aye

j) Consider approving the purchase of Mathematics Curriculum for TK-8

Mr. Barlow recommend that the governing board adopt the College Preparatory Mathematics books for the TK-8 grades. It was moved by Trustee Oliveira to approve the purchase as presented; Trustee Costa seconded the motion. Motion passed on a 3-0 vote.

Trustee Atsma	Trustee Costa	Trustee Deniz	Trustee Oliveira
Aye	Aye	Absent	Aye

**7. Personnel**

a) Consider accepting the resignations of certificated staff member(s)

It was moved by Trustee Atsma to accept the resignations as presented; Trustee Oliveira seconded the motion, with much regret. Motion passed on a 3-0 vote.

Trustee Atsma	Trustee Costa	Trustee Deniz	Trustee Oliveira
Aye	Aye	Absent	Aye

b) Consider approving Salary Schedule placement for Learning Director

Mr. Barlow recommended that Step 4 be added to the salary scheduled for the Learning Director. It was moved by Trustee Costa to approve the the request as presented; Trustee Oliveira seconded the motion. Motion passed on a 3-0 vote.

Trustee Atsma	Trustee Costa	Trustee Deniz	Trustee Oliveira
Aye	Aye	Absent	Aye

c) Consider ratifying the contract for a Physical Education Teacher

Mr. Barlow stated that the current PE teacher will now be at Kit Carson School five days a week and no longer reporting to Lakeside Union Elementary School District. It was moved by  
by Trustee Atsma to ratify the the request as presented; Trustee Oliveira seconded the motion. Motion passed on a 3-0 vote.

Trustee Atsma	Trustee Costa	Trustee Deniz	Trustee Oliveira
Aye	Aye	Absent	Aye

d) Consider ratifying the contract for new classroom teacher

Mr. Barlow informed the governing board that he has interviewed several candidates for a teaching position and has hired Michelle DeLong. It was moved by Trustee Oliveira to ratify the the hiring of Mrs. DeLong as presented; Trustee Oliveira seconded the motion. Motion passed on a 3-0 vote.

Trustee Atsma	Trustee Costa	Trustee Deniz	Trustee Oliveira
Aye	Aye	Absent	Aye

**8. Financial**

a) Consider approving Resolution 1415-06: Education Protection Account EPA

Shelley Leal stated that this is an annual item and the \$454,556 EPA money from Prop. 30 will be spent on Certificated salaries and benefits only for the 2015-16 school year. It was moved by Trustee Costa to approve resolution as presented; Trustee Atsma seconded the motion. Motion passed on a 3-0 vote.

Trustee	Trustee	Trustee	Trustee
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Atsma	Costa	Deniz	Oliveira
Aye	Aye	Absent	Aye

**Future Planning and Adjournment:**

- a) Next meeting: Wednesday, June 17, 2015 6:30 pm to present the Budget
- b) Future Planning: Second Board Meeting in June for LCAP approval, June 24, 2015
- c) Future board agenda items: Governing Board directs Mr. Barlow to visit the Learn 4 Life Charter Campus
- d) Adjourn meeting at 8:18 pm. No closed session.

Date: \_\_\_\_\_

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Andy Atsma, President

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Sheree Deniz, Clerk of the Board

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Todd Barlow, Superintendent/Principal