

KIT CARSON UNION SCHOOL DISTRICT

Minutes of Regular Board Meeting of December 11, 2013

1. OPEN SESSION

a) Call to Order

Leonard Dias, president, called the meeting to order at 6:30 pm

b) Members Present

The following trustees were present: Andy Atsma, Leonard Dias, Sheree Deniz, Dino Giacomazzi and Joe Oliveira. Also present were Todd Barlow, Superintendent/Principal and Margaret DeSantos, Administrative Secretary. Present in the audience: Shelley Leal and Robert Inabnit.

c) Pledge to the Flag

Shelley Leal led the pledge of allegiance.

2. a. Public Comment

None

3. Presentations, Report and Communications

a) Review calendar events

Mr. Barlow reviewed the calendar of events with the board members.

b) Board and staff comments:

Staff

- Margaret DeSantos reported that as of today there are 395 students enrolled at Kit Carson and Mid Valley Charter School has 20 students enrolled.
- Robert Inabnit thanked the governing board for his gift of 35 years with Kit Carson School. He also stated that the motor carrier inspected the buses and all the buses passed inspection.
- Shelley Leal stated that she is keeping busy.

Board:

- Trustee Oliveira stated that he is busy with basketball and invited all those present to attend a basketball game. He mentioned that there are a few Kit Carson graduates that are on the basketball team.
- Trustee Oliveira also expressed his condolences to Mr. Dias in the passing of his mother.
- Trustee Deniz also expressed her condolences to Mr. Dias.
- Trustee Atsma also expressed his condolences to Mr. Dias
- Trustee Dias thanked the Kit Carson staff for the flowers and also stated that it was very nice to see some of the Kit Carson staff at his mother's Rosary on Sunday, Dec. 8th.

c) Superintendent's Report

Mr. Barlow expressed his condolences to Mr. Dias and his family.

Mr. Barlow reported that he received a letter from Mrs. Bartram in regards to her request for time off. As the board is aware her husband is receiving extensive medical treatment and Mrs. Bartram is requesting to utilize her accumulated sick leave to accompany her husband at each scheduled appointment.

Mr. Barlow stated that Mrs. Bartram has accumulated enough sick leave to accompany her husband. He recommended she be able to do so.

At this point, board members stated their agreement with Mr. Barlow allowing Mrs. Bartram to utilize her sick leave time to accompany her husband to his treatments and utilize her sick time in doing so.

Mr. Barlow updated the Governing Board on a new Brown Act Amendment, which will require that each board member's vote be publicly reported. The recommendation is that board members orally report their vote when it occurs. The act takes effect starting January 1, 2014.

Mr. Barlow also updated the governing board on the Water Project. He stated that the foundation for the water tank is ready to be set, and the cutting of the front parking lot will commence on December 23rd. HPS Mechanical will be working in the parking lot, bus yard and "K" area during winter break, installing the water pipes.

Mr. Barlow presented the governing board with two water pipes that had been rusted through and had caused a water leak at the north side wall of the cafeteria and the west wall of Room 41. Mr. Barlow stated that these two areas had been repaired.

4. INFORMATION ITEMS

a) Review Bills and Warrants

The Bills and Warrants were submitted by Shelley Leal, and accepted by the governing board.

ACTION ITEMS

5. Business

a. Consider changing the Classified sick leave policy from a difference due to 50 percent per Education Code 44983 and 44977 (Compensation During Leave)

Shelley Leal uncovered a need for clarification in board policy regarding classified sick leave. Previously, classified employee with no available sick leave would not be docked if no substitute was hired to fill in for an absence. In the future, classified staff will be docked half of their daily rate only if they are out of sick leave and the District does not hire a substitute.

It was moved by Trustee Oliveira to approve the classified sick leave policy as presented; Trustee Atsma seconded the motion. Motion passed 5-0.

- b. Consider approving the Proposal between Kit Carson Union School District and Associated Valuation Service, Inc.

Shelley Leal informed the governing board that the services proposed would be an on-site inventory of fixed assets with an original value of \$500 and above. It was moved by Trustee Deniz to approve the proposal as presented; Trustee Giacomazzi seconded the motion. Motion passed with a vote of 5-0.

- c. Consider accepting a donation from RollGiving for Mid Valley Charter School

It was moved by Trustee Oliveira to approve to accept the donation as presented; Trustee Deniz seconded the motion. Motion passed with a vote of 5-0.

6. Financial

- a) First Interim Report

Shelley Leal presented a Power Point on the First Interim Report. Mrs. Leal distributed the First Interim Report to each governing board member.

Mrs. Leal discussed the Local Control Funding Formula (LCFF) versus Revenue Limit. She reported an increase over 2012-2013 of \$141,813; the LCFF entitlement per Average Daily Attendance is now \$7,024, based on supplemental and concentration of 78%; the transfer of money to Deferred Maintenance of \$20,000; the transfer of money to the County from LCFF funds, bringing a total increase of \$20,529 over last year.

Mrs. Leal also discussed the Transportation Fund, which is funded at \$128,665 plus \$8,000 for ASES (After School Education Safety.) In ending the First Interim Report Mrs. Leal stated that the current budget does not plan to transfer from fund 1700 this year or subsequent years. She also stated that the enrollment is now at 397 with an attendance rate of 96% the district is at 381, which is what the budget is based on.

It was moved by Trustee Oliveira to approve the First Interim Report as presented; Trustee Atsma seconded the motion. Motion passed at a 5-0 vote.

7. Consent Items

- Consider approving the Board minutes of November 13, 2013

- a) It was moved by Trustee Atsma to approve the minutes as presented; Trustee Oliveira seconded the motion. Motion passed on a 5-0 vote.

- b) Consider approval of Annual Organizational Meeting pursuant to Education Code Section 35143:

It was moved by Trustee Giacomazzi to keep the current status of board member positions as they are which would be as follows: Trustee Dias, Board President, Trustee Atsma, Clerk of the Board and KCSBA committee member.

A discussion was held regarding having only one board meeting per month, Trustee Dias expressed his concerns regarding the need to have an additional board meeting, especially now during the

Water Project. Mr. Barlow recommended that one board meeting be held per month. However, should an emergency board meeting be necessary, Mr. Barlow will contact each board member individually in order to schedule the date and time of the emergency meeting.

Trustee Giacomazzi moved to amend his first motion, Trustee Giacomazzi moved to have the regular board meetings on the 4th Wednesday of each month starting at 6:30 pm; Trustee Oliveira seconded the motion. Motion passed on a 5-0 vote.

c) Certificate of Signatures

Trustee Giacomazzi moved to updated the Certificate of Signatures; Trustee Oliveira seconded the motion. Motion passed on a 5-0 vote.

d) Consider approval of the Single School Plan for Student Achievement

Mr. Barlow informed the governing board that the Site Council committee reviewed and approved by the Single School Plan on December 04, 2013. It was moved by Trustee Atsma to approve the Single School Plan for Student Achievement as presented; Trustee Oliveira seconded the motion. Motion passed on a 5-0 vote.

8. Inter-District Transfer Request and Renewals

None

9. Personnel

a. Consider accepting the resignation of a classified employee

It was moved by Trustee Atsma to accept the resignation of Norma Harp as presented; Trustee Giacomazzi seconded the motion. Motion passed on a 5-0 vote.

Trustee Dias thanked Norma Harp for her dedicated service to Kit Carson School. She will be missed.

10. Future Planning and Adjournment

The next Regular Board meeting will be held on Wednesday, January 22, 2014 @ 6:30 pm.

Adjourned at 7:04 pm.

Date: _____

Leonard Dias, President

Andy Atsma, Clerk of the Board

Todd Barlow, Superintendent/Principal