



**El Tejon Unified School District**  
**BOARD OF TRUSTEES**

4337 Lebec Road, Lebec, CA 93243  
PH: 248-6247 FAX: 248-6714

Lisa Duncan, President  
Misty Johnston, Trustee      John Fleming, Trustee  
Sabrina Rouser, Clerk      Lark Shillig, Trustee

**BOARD OF TRUSTEES**  
**REGULAR BOARD MEETING**  
**Thursday, September 13, 2018**  
**Condor Academy**  
**700 Falcon Way, Lebec, CA 93243**

**CLOSED SESSION:**                      **6:00 p.m.**                      **Condor Academy**  
**OPEN SESSION:**                      **6:30 p.m.**                      **Condor Academy**

**AGENDA**

Agendas are posted at the El Tejon Unified School district at least 72 hours prior to each meeting as well as at each school site. Any materials required by law to be made available to the public prior to the meeting of the Board of Trustees of the El Tejon Unified School District can be inspected at the following address between the hours of 7:30 a.m. to 3:30 p.m., Monday through Friday: El Tejon Unified School District, 4337 Lebec Road, Lebec, CA 93243.

**SPECIAL NEEDS ACCOMMODATIONS**

Assistive listening devices, agenda in Braille and/or alternate formats are available upon request. American Sign Language (ASL) interpreters, other auxiliary aids and services, or reasonable modifications to Board meeting policies and/or procedures, such as to assist members of the disability community who would like to request a disability-related accommodation in addressing the Board, are available if requested at least three business days prior to the Board meeting. Later requests will be accommodated to the extent feasible. Please contact the Superintendent's Office, El Tejon Unified School District at 661-248-6247 from 7:30 a.m. to 3:30 p.m., Monday through Friday (Government Code 54954.2).

**HEARING OF INDIVIDUALS ON AGENDA ITEMS**

Members of the public shall have an opportunity to address the Board of Trustees either before or during the Board's consideration of each item of business to be discussed at regular or special board meetings. Each member of the public wishing to speak must fill out a "Request to Address the Board Regarding Items on the Agenda" (blue card) prior to the start of the meeting. The presiding officer must first recognize each person who addresses the Board.

**PRELIMINARY**

Call to Order – Time \_\_\_\_\_

MOTION \_\_\_\_\_ SECOND \_\_\_\_\_ AYES \_\_\_\_\_ NAYES \_\_\_\_\_ ABSENT \_\_\_\_\_

**ADJOURNMENT TO CLOSED SESSION** – Time \_\_\_\_\_

MOTION \_\_\_\_\_ SECOND \_\_\_\_\_ AYES \_\_\_\_\_ NAYES \_\_\_\_\_ ABSENT \_\_\_\_\_

**1. Approval of Interdistrict #18-007.**

MOTION \_\_\_\_\_ SECOND \_\_\_\_\_ AYES \_\_\_\_\_ NAYES \_\_\_\_\_ ABSENT \_\_\_\_\_

**2. Conference with Labor Negotiator, Rodney Wallace, ETTA, CSEA and Unrepresented Employees.  
Government code Section 54957.6**

MOTION \_\_\_\_\_ SECOND \_\_\_\_\_ AYES \_\_\_\_\_ NAYES \_\_\_\_\_ ABSENT \_\_\_\_\_

**3. Review and Possible Action on Appointment, Employment, Discipline, Resignation of District Employees  
(G.C.§ 54957)**

MOTION \_\_\_\_\_ SECOND \_\_\_\_\_ AYES \_\_\_\_\_ NAYES \_\_\_\_\_ ABSENT \_\_\_\_\_

**4. Employment Recommendations:**

- A. Accept Resignation, Bus Driver/Custodian, El Tejon School.
- B. Employ Special Education Aide, Frazier Park School.
- C. Employ Custodian, Frazier Park School.
- D. Employ Special Education Aide, Frazier Mountain High School, pending clearances.

MOTION \_\_\_\_\_ SECOND \_\_\_\_\_ AYES \_\_\_\_\_ NAYES \_\_\_\_\_ ABSENT \_\_\_\_\_

**5. Public Employee Performance Evaluation: Superintendent (Per Government Code 54957).**

MOTION \_\_\_\_\_ SECOND \_\_\_\_\_ AYES \_\_\_\_\_ NAYES \_\_\_\_\_ ABSENT \_\_\_\_\_

**ADJOURNMENT FROM CLOSED SESSION** – Time \_\_\_\_\_

MOTION \_\_\_\_\_ SECOND \_\_\_\_\_ AYES \_\_\_\_\_ NAYES \_\_\_\_\_ ABSENT \_\_\_\_\_

**RECONVENING IN OPEN SESSION** – Time \_\_\_\_\_

MOTION \_\_\_\_\_ SECOND \_\_\_\_\_ AYES \_\_\_\_\_ NAYES \_\_\_\_\_ ABSENT \_\_\_\_\_

**FLAG SALUTE**

**PUBLIC PRESENTATIONS**

Members of the public shall have an opportunity to address the Board of Trustees either before or during the Board's consideration of each item of business to be discussed at regular or special board meetings. The time allotted shall be limited to 3 minutes. This time may be used to address any item on the agenda, or any matter of concern within the jurisdiction of the El Tejon Unified School District. Each person who addresses the Board must be first recognized by the presiding officer.

If a member of the public initiates specific complaints or charges against an employee(s), the Board president shall inform the complainant of the appropriate complaint procedure.

**The Board and staff are not obligated to comment on, or respond to, addresses by the public.**

**REVISION/ADOPTION/ORDERING OF AGENDA**

MOTION \_\_\_\_\_ SECOND \_\_\_\_\_ AYES \_\_\_\_\_ NAYES \_\_\_\_\_ ABSENT \_\_\_\_\_

**REPORT FROM CLOSED SESSION**

Closed session report, if required.

**PUBLIC COMMENT**

**REPORTS AND PRESENTATIONS**

- A. Title III – Corey Hansen
- B. El Tejon Teachers Association (ETTA) – (Monica Darling, President)
- C. California School Employee Association #552 – (Denise O’Connell, President)
- D. Trustee’s Reports

**APPROVAL OF MINUTES**

Approval of Minutes from Special Board Meeting of June 18, 2018.

MOTION \_\_\_\_\_ SECOND \_\_\_\_\_ AYES \_\_\_\_\_ NAYES \_\_\_\_\_ ABSENT \_\_\_\_\_

Approval of Minutes from Special Board Meeting of June 22, 2018.

MOTION \_\_\_\_\_ SECOND \_\_\_\_\_ AYES \_\_\_\_\_ NAYES \_\_\_\_\_ ABSENT \_\_\_\_\_

Approval of Minutes from Regular Board Meeting of August 9, 2018.

MOTION \_\_\_\_\_ SECOND \_\_\_\_\_ AYES \_\_\_\_\_ NAYES \_\_\_\_\_ ABSENT \_\_\_\_\_

Approval of Minutes from Special Board Meeting of August 9, 2018.

MOTION \_\_\_\_\_ SECOND \_\_\_\_\_ AYES \_\_\_\_\_ NAYES \_\_\_\_\_ ABSENT \_\_\_\_\_

Approval of Minutes from Special Board Meeting of August 13, 2018.

MOTION \_\_\_\_\_ SECOND \_\_\_\_\_ AYES \_\_\_\_\_ NAYES \_\_\_\_\_ ABSENT \_\_\_\_\_

**SUPERINTENDENT’S REPORT**

- 1. District Enrollment – in packet
- 2. Field Trips - 7 Approved
- 3. SISC Investment Pool – in packet
- 4. Staff of the Month
- 5. Construction Update
- 6. Other Items

**OPEN PUBLIC HEARING – Time** \_\_\_\_\_  
MOTION \_\_\_\_\_ SECOND \_\_\_\_\_ AYES \_\_\_\_\_ NAYES \_\_\_\_\_ ABSENT \_\_\_\_\_

Certification of Sufficiency of Instructional Materials Purchased with Funds from the Instructional Materials Program for Fiscal Year 2018-2019. Public Comments.

**ADJOURN PUBLIC HEARING – Time** \_\_\_\_\_  
MOTION \_\_\_\_\_ SECOND \_\_\_\_\_ AYES \_\_\_\_\_ NAYES \_\_\_\_\_ ABSENT \_\_\_\_\_

**OPEN PUBLIC HEARING – Time** \_\_\_\_\_  
MOTION \_\_\_\_\_ SECOND \_\_\_\_\_ AYES \_\_\_\_\_ NAYES \_\_\_\_\_ ABSENT \_\_\_\_\_

2017-2018 Unaudited Actuals. Public Comments.

**ADJOURN PUBLIC HEARING – Time** \_\_\_\_\_  
MOTION \_\_\_\_\_ SECOND \_\_\_\_\_ AYES \_\_\_\_\_ NAYES \_\_\_\_\_ ABSENT \_\_\_\_\_

**ITEMS FOR DISCUSSION AND ACTION**

**Business Items**

**A. Open Interviews for Bond Oversight Committee Members.**  
MOTION \_\_\_\_\_ SECOND \_\_\_\_\_ AYES \_\_\_\_\_ NAYES \_\_\_\_\_ ABSENT \_\_\_\_\_

**B. Approval of Bond Oversight Committee Members.**  
MOTION \_\_\_\_\_ SECOND \_\_\_\_\_ AYES \_\_\_\_\_ NAYES \_\_\_\_\_ ABSENT \_\_\_\_\_

**C. Consideration and Approval of Budget Revisions.**  
MOTION \_\_\_\_\_ SECOND \_\_\_\_\_ AYES \_\_\_\_\_ NAYES \_\_\_\_\_ ABSENT \_\_\_\_\_

**D. Approval of Bond Purchase Agreement between ETUSD and O'Connor & Company Securities, Inc.**  
MOTION \_\_\_\_\_ SECOND \_\_\_\_\_ AYES \_\_\_\_\_ NAYES \_\_\_\_\_ ABSENT \_\_\_\_\_

**E. Approval of Lease Agreement between ETUSD and C.A. Reding for Copier Services.**  
MOTION \_\_\_\_\_ SECOND \_\_\_\_\_ AYES \_\_\_\_\_ NAYES \_\_\_\_\_ ABSENT \_\_\_\_\_

**F. Approval of Resolution #19-07, Education Protection Account.**  
MOTION \_\_\_\_\_ SECOND \_\_\_\_\_ AYES \_\_\_\_\_ NAYES \_\_\_\_\_ ABSENT \_\_\_\_\_

**G. Consideration and Approval of 2017-2018 Unaudited Actuals.**  
MOTION \_\_\_\_\_ SECOND \_\_\_\_\_ AYES \_\_\_\_\_ NAYES \_\_\_\_\_ ABSENT \_\_\_\_\_

**H. Approval of Resolution #19-08, Establishing Appropriations Limitation (GANN) for 2018-2019.**  
MOTION \_\_\_\_\_ SECOND \_\_\_\_\_ AYES \_\_\_\_\_ NAYES \_\_\_\_\_ ABSENT \_\_\_\_\_

**I. Approval of Resolution #19-09, Sufficiency of Instructional Materials.**

MOTION \_\_\_\_\_ SECOND \_\_\_\_\_ AYES \_\_\_\_\_ NAYES \_\_\_\_\_ ABSENT \_\_\_\_\_

**Instruction Items**

**J. Approval of Revised School Calendar for 2018-2019.**

MOTION \_\_\_\_\_ SECOND \_\_\_\_\_ AYES \_\_\_\_\_ NAYES \_\_\_\_\_ ABSENT \_\_\_\_\_

**K. Approval of Resolution #19-10 Teaching Outside Credential Authorization on Ed Code Section 44258.7 (c) (d) and Ed Code Section 44258.3.**

MOTION \_\_\_\_\_ SECOND \_\_\_\_\_ AYES \_\_\_\_\_ NAYES \_\_\_\_\_ ABSENT \_\_\_\_\_

**L. Approval of Resolution #19-11 Teaching Outside Credential Authorization of Ed Code Section 44256 ( b).**

MOTION \_\_\_\_\_ SECOND \_\_\_\_\_ AYES \_\_\_\_\_ NAYES \_\_\_\_\_ ABSENT \_\_\_\_\_

**Personnel Items**

**M. Consideration and Approval of Bilingual Family/Community Liaison I Job Description.**

MOTION \_\_\_\_\_ SECOND \_\_\_\_\_ AYES \_\_\_\_\_ NAYES \_\_\_\_\_ ABSENT \_\_\_\_\_

**N. Consideration and Approval of Family Resource Center Coordinator Job Description.**

MOTION \_\_\_\_\_ SECOND \_\_\_\_\_ AYES \_\_\_\_\_ NAYES \_\_\_\_\_ ABSENT \_\_\_\_\_

**O. Consideration and Approval of Bus Driver Job Description.**

MOTION \_\_\_\_\_ SECOND \_\_\_\_\_ AYES \_\_\_\_\_ NAYES \_\_\_\_\_ ABSENT \_\_\_\_\_

**P. Consideration and Approval of Bus Driver/Custodian Job Description.**

MOTION \_\_\_\_\_ SECOND \_\_\_\_\_ AYES \_\_\_\_\_ NAYES \_\_\_\_\_ ABSENT \_\_\_\_\_

**Q. Consideration and Approval of Bus Driver/Grounds Job Description.**

MOTION \_\_\_\_\_ SECOND \_\_\_\_\_ AYES \_\_\_\_\_ NAYES \_\_\_\_\_ ABSENT \_\_\_\_\_

**R. Consideration and Approval of Bus Driver/Maintenance Job Description.**

MOTION \_\_\_\_\_ SECOND \_\_\_\_\_ AYES \_\_\_\_\_ NAYES \_\_\_\_\_ ABSENT \_\_\_\_\_

**Board Items**

**S. Approval of Memorandum of Understanding (MOU) between ETUSD and CSEA El Tejon Chapter #552 for Pay and Reimbursement for Combined Bus Driver/Grounds, Bus Driver/Maintenance, and Bus Driver/Custodian Job Descriptions.**

MOTION \_\_\_\_\_ SECOND \_\_\_\_\_ AYES \_\_\_\_\_ NAYES \_\_\_\_\_ ABSENT \_\_\_\_\_

**T. Approval of Memorandum of Understanding (MOU) between ETUSD and CSEA El Tejon Chapter #552 for Updated Family/Community Liaison I Job Description.**

MOTION \_\_\_\_\_ SECOND \_\_\_\_\_ AYES \_\_\_\_\_ NAYES \_\_\_\_\_ ABSENT \_\_\_\_\_

**U. Approval of Memorandum of Understanding (MOU) between ETUSD and CSEA El Tejon Chapter #552 for New Combined Positions of Bus Driver/Grounds, Bus Driver/Maintenance, and Bus Driver/Custodian.**

MOTION \_\_\_\_\_ SECOND \_\_\_\_\_ AYES \_\_\_\_\_ NAYES \_\_\_\_\_ ABSENT \_\_\_\_\_

**CONSENT AGENDA**  
**Items required by law and/or items in accordance**  
**With the District Administrative Code and/or Education Code**  
**Items V- Y**

- V. Approval of Lease Agreement between ETUSD and County of Kern for Portion of Base Station on Sawmill Mountain, January 1, 2018-January 2023.**
- W. Approval of Lease Agreement between ETUSD and County of Kern for Portion of Base Station on Tejon Peak, January 1, 2018-January 2023.**
- X. Approval of BP 0415 Equity, BP 1020 Youth Services, BP/AR 1330 Use of School Facilities, BP 1400 Relations Between Other Governmental Agencies and the Schools, BP 2210 Administrative Discretion Regarding Board Policy, BP/AR 3312.2 Educational Travel Program Contracts, BP/AR 3320 Claims and Actions Against the District, BP 3515.21 Unmanned Aircraft Systems (Drones), BP 4140/4240/4340 Bargaining Units, AR 4157.2/4257.2/4357.2 Ergonomics, BP/AR 4161.3 Professional Leaves, BP/AR 4261.3 Professional Leaves, BP/AR 5112.5 Open/Closed Campus, AR 5141.32 Health Screening for School Entry, BP/AR 6174 Education for English Learners, BB 9310 Board Policies, Second Reading.**
- Y. Approval of B warrant batches #0005 for \$87,797.35; #0006 for \$45,860.90; #0007 for \$50,000.00; and #0008 for \$19,443.75.**

MOTION \_\_\_\_\_ SECOND \_\_\_\_\_ AYES \_\_\_\_\_ NAYES \_\_\_\_\_ ABSENT \_\_\_\_\_

**ADJOURNMENT** – Time \_\_\_\_\_

MOTION \_\_\_\_\_ SECOND \_\_\_\_\_ AYES \_\_\_\_\_ NAYES \_\_\_\_\_ ABSENT \_\_\_\_\_