



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

4337 Lebec Road; Lebec, CA 93243

PH: 248-6247 FAX: 248-6714

John Fleming, President

Anita Anderson, Trustee

Vickie Mullen, Trustee

Scott Robinson, Clerk

Lark Shillig, Trustee

**BOARD OF TRUSTEES**  
**REGULAR BOARD MEETING**

**Thursday, January 24, 2013**

**El Tejon Continuation High School**  
**700 Falcon Way, Lebec, CA 93243**

**CLOSED SESSION:**

**6:00 p.m.**

**ETCHS**

**OPEN SESSION:**

**7:00 p.m.**

**ETCHS**

**OFFICIAL MINUTES**

**PRELIMINARY**

The January 24, 2013 Regular Board Meeting of the Board of Trustees of the El Tejon Unified School District was called to order at 6:09 p.m. by Trustee Fleming. Trustee Anderson made the motion, seconded by Trustee Robinson in the Board Room at El Tejon Continuation High School, 700 Falcon Way, Lebec, CA 93243.

**VOTE: 5 AYES, 0 NAYES, 0 ABSENT**

**HEARING OF INDIVIDUALS ON AGENDA ITEMS**

Trustee Fleming asked if any citizen was present who wished to address the Board of Trustees on any item to be considered in Closed Session. There were none.

**ADJOURNMENT TO CLOSED SESSION**

Trustee Anderson motioned for the Board of Trustees to convene Closed Session at 6:11 p.m., seconded by Trustee Robinson.

**VOTE: 5 AYES, 0 NAYES, 0 ABSENT**

- A. Conference with legal counsel-anticipated litigation.
  - 1. Significant exposure to litigation pursuant to subdivision (b) of section 54956.9
- B. Employment Recommendations:
  - 1. Hire part-time custodian, Frazier Park School.
  - 2. Hire part-time custodian, Frazier Mountain High School.
  - 3. Hire Project Coordinator, Mountain Communities Family Resource Center.
  - 4. Accept resignation, Speech Pathologist, District.
- C. Public employee performance:
  - 1. Evaluation/Superintendent
  - 2. Dismissal/Release

## **RECONVENING IN OPEN SESSION**

The board reconvened in open session at 8:03 p.m. in the board room at El Tejon Continuation High School.

MOTION: Trustee Anderson made the motion to reconvene in Open Session.

SECOND: Trustee Mullen.

**VOTE: 5 AYES, 0 NAYES, 0 ABSENT, AYE STUDENT TRUSTEE**

Monica Darling, teacher at Frazier Park School, led the Trustees and members of the audience with the flag salute.

## **PUBLIC PRESENTATIONS**

Trustee Fleming apologized for the lateness of closed session.

Nine blue cards were presented.

Angela Witham, CSEA president, chose to speak to Item G later in the evening.

Michelle Penner spoke regarding the changing of start time at El Tejon School and the loss of the Speech Pathologist at Frazier Park School. Interim Superintendent, Bud Burrow, apologized and stated the parents should have been adequately notified. Ms. Penner invited all to attend the girls' basketball game on Friday night against Kern Valley.

Steve Newman chose to speak to Item F later in the evening.

Danyle Rice, representative of PSTO, chose to speak to Item R later in the evening.

Linda Robredo, Green Dragon Farms, stated there are student and community scholarships available. Guidelines and applications are available from Ms. Brown, counselor, at Frazier Mountain High School. Linda has been working with Mrs. Trost, Agriculture teacher at FMHS, to insure it is an educational process. This is a stipend based program and each participant will receive a letter of recommendation and completion at the end of the program. Linda also shared applications are available at the Mountain Communities Family Resource Center and the Mtn. Enterprise.

Gina Tanner thanked the board for listening and taking the parents requests concerning combination classes. She volunteered to coordinate efforts to help with paying for drug screening, live scanning, etc. for parent volunteers.

Catherine Windes wrote a letter for Anita Anderson to present to the trustees.

Makayla Coatsworth spoke to the restructuring of classes at Frazier Park School. She is happy to be in Ms. Harvey's class.

Patric Hedlund, Mountain Enterprise, stated the January 10, 2013 closed session agenda had the hiring of several teachers but the January 24, 2013 closed session agenda did not have those teacher positions listed. Bud Burrow explained the way the agenda item was structured was inaccurate.

Trustee Fleming asked to discuss and vote on items F. and G. next due to the late start of open session and public interest of the safety plan.

**F. Acknowledge Receipt of Comprehensive Safety Plan for El Tejon Unified School District, First Reading. (BB 0450) (DOFAS).**

**MOTION:** Trustee Anderson motioned for acknowledge receipt of Comprehensive Safety Plan for El Tejon Unified School District, First Reading. (BB0450) (DOFAS).

**SECOND:** Trustee Robinson.

**VOTE: 5 AYES, 0 NAYES, 0 ABSENT, AYE STUDENT TRUSTEE**

**DISCUSSION:** Steve Newman, former school board member and contracted employee of Emergency Response Crisis Management (ERCM) grant, asked the board to keep the current safety plan format. The plan needs to be updated: maps, personnel information, job duties, etc. but overall this plan is more comprehensive. Fernando Nieto stated the proposed plan was meant to be a boiler plate to be adopted and then amended as needed. Angela Witham shared CSEA would like to volunteer to be a part of the committee. Trustee Robinson stated the board had not forgotten about what happened at Sandy Hook, Taft and Texas. He stated our district needs to prepare. Trustee Robinson asked Bud Burrow what the outcome was from the meeting in Taft. What worked and what did not? Mr. Burrow thought the parents were upset with Taft administration regarding bullying allegations. The district was not proactive enough on that issue. In terms of the public analysis of how school and law enforcement handled things the day of the shooting, they were appreciative. The federal government and the parent community feels schools are not doing what they have to do to prevent bullying. Bullying is a huge issue right now. Trustee Robinson asked why was there only a security officer at FMHS. Trustee Fleming suggested using retire law enforcement officers. Trustee Anderson spoke to security guards being trusted more by the students. We need local community input. William Edwards, deputy with Los Angeles Sheriff's Department, spoke to his background training and the need for planning before an incident happens. Trustee Anderson suggested school shooting violence be incorporated into the Comprehensive Safety Plan.

**G. Consideration of Creation of a Committee to review and give input on the Comprehensive Safety Plans for ETUSD sites. (BB9130) (BMSR)**

**MOTION:** Trustee Anderson motioned for consideration of creation of a committee to review and give input on the Comprehensive Safety Plans for ETUSD sites. BB(9130) (BMSR)

**SECOND:** Trustee Robinson.

**DISCUSSION:** Trustee Fleming asked Bud Burrow to address the procedure. Mr. Burrow thought one could learn a lot by phone calls to other districts. What types of individuals would you like to invite for your committee: William Edwards is highly trained and is a tremendous resource, along with Sergeant Brown from law enforcement, one or two trustees, employees of the district, and parent representation. Michelle Moser suggested asking school site councils and PTSO to help. Student representatives could also be used.

**MOTION:** Trustee Robinson motioned for consideration of the creation of an Ad-hoc Non-Standing Committee chaired by a board member to include community representatives for the single purpose of reviewing, evaluating and recommending a District Safety Plan to the board for consideration and approval.

**SECOND:** Trustee Mullen.

**VOTE: 5 AYES, 0 NAYES, 0 ABSENT, AYE STUDENT TRUSTEE**

MOTION: Trustee Shillig motioned for Scott Robinson to chair the committee.

SECOND: Trustee Mullen. VOTE: 5 AYES, 0 NAYES, 0 ABSENT, AYE STUDENT TRUSTEE

## **REPORTS AND PRESENTATIONS**

- A. El Tejon Teachers Association (ETTA) –Chuck Mullen stated the postings on the agenda were misleading. The superintendent wanted to add minutes to the school day and she had her reasons. Over the holiday break the new schedule was emailed. Superintendent Kleier did not return to work. The feedback he has received has been good. He thanked the board for lowering class sizes and eliminating combination classes.
- B. California School Employee Association #552 (CSEA) –Angela Witham thanked the board for hiring two teachers at Frazier Park School. CSEA has elected new officers for this year: President-Angela Witham, Vice President- Kevin Royle, Secretary-Maxine Decker and Treasurer-Patrice Barnes. She also thanked the board for hiring two custodians. Trustee Shillig asked if a letter had been written in the past stating after a certain amount of time has passed after a layoff, can a volunteer be used. Angela Witham stated no volunteer can do CSEA jobs. Trustee Anderson asked if Bud Burrows could get information on this topic to be addressed later.
- C. Star Test Review and Report – Gretchen Skrotzki was not in attendance.
- D. Trustee Reports:
- E. Katy Teare, Student Trustee, stated girls' basketball was undefeated until last night when they lost their first game. On January 22<sup>nd</sup> the ASB had a blood drive that was very well attended and the Shoebox Christmas Drive was very successful. Prom tickets are now on sale. The Academy presented Friends of Rachel's Challenge. The Winter Formal will be held on February 15<sup>th</sup>.  
Trustee Shillig – No report.  
Trustee Anderson attended a budget workshop with Jack O'Connell speaking. It was very informative. She requested comments not be made when another is speaking. As a board we will treat all parents the same and will do what is in the best interests of all students.  
Trustee Robinson thanked everyone for their interest and signing up to help with the Safety Plan Committee.  
Trustee Mullen enjoyed the holiday programs. The girls' basketball teams and soccer teams are doing very well.  
Trustee Fleming has business cards available on the back table for any interested parties.

## **Approval of Minutes from Regular Board Meeting of December 12, 2012.**

MOTION: Trustee Anderson motioned for approval of minutes from Regular Board Meeting of December 12, 2012.

SECOND: Trustee Robinson. VOTE: 5 AYES, 0 NAYES, 0 ABSENT, AYE STUDENT TRUSTEE

DISCUSSION: Trustee Anderson asked for the minutes to be amended to read: Item B. VOTE : 3 AYES, 1 NAYES (Anderson); Item F. SECOND: Trustee Robinson; and Item Y. MOTION: Trustee Shillig.

## **Approval of Minutes from Special Board Meeting of December 20, 2012.**

MOTION: Trustee Anderson motioned for approval of minutes from Special Board Meeting of December 20, 2012.

SECOND: Trustee Robinson. VOTE: 5 AYES, 0 NAYES, 0 ABSENT, AYE STUDENT TRUSTEE

## **REPORT FROM CLOSED SESSION**

B. The board approved the following Employment Recommendations:

1. Hired Francisca Silva, part-time custodian, Frazier Park School, approved 5-0.
2. Hired Shelly Bierer, part-time custodian, Frazier Mountain High School, approved 5-0.
3. Hired Jeff Johnston, Project Coordinator, Mountain Communities Family Resource Center, approved 5-0.
4. Accepted resignation Bob Mena, Speech Pathologist, District, approved 5-0.

In the future we will report who voted for what if the vote is split.

## **SUPERINTENDENT'S REPORT**

1. District Enrollment and Attendance Report- this report is in your packet for review.
2. Field Trips- two field trips were approved this month.
3. ASB Report- continues to be monitored.
4. Williams Quarterly Report-no complaints were received.
5. California AP Expansion, CAPE-Sara Haflich, principal of FMHS, stated at the time we were invited to participate there were no AP courses offered at FMHS. There are currently AP classes offered but we are waiting for confirmation for payment from the College Board. If they will not pay for training retro, it will not be worth pursuing. I will keep you updated.
6. Class size Reductions- Mr. Burrows thanked the board for reducing class sizes and spoke to the number of combination classes. Historically there have problems with the sixth grade but the current structure is probably the best that can be done. Trustee Fleming stated the district has no control over revenue but he would like to know why parents left our district. Mr. Burrow saw no reason not to call a parent and ask but the district has an extreme shortage of staff.
7. Other Items- Mr. Burrow stated there was a goal to try and solve a problem by implementing time changes at El Tejon School. He cannot speak to the details as he was not here but upon Katie Kleier's return, she can address the problem. He did apologize for parents not being informed. Mr. Burrow stated the need to reschedule a board workshop. The trustees decided upon Saturday, March 9, 2013, from 9:00 – 11:45 a.m. The location will be determined at a later date. The board also invited Mr. Burrow to attend the Special Board meeting workshop on Saturday, January 26, 2013, at the ETCHS from 9:00-11:00 a.m. to discuss goals, objectives, and a long range vision for 2013-14. This is an open meeting with no action. Mr. Burrow also spoke to the governor's proposed plan regarding discontinuing Prop 98 funding and how that would affect the district. The governor is in a strong position and feels very strongly about this proposal. Currently we are being paid on last year's ADA but next year we will be paid approximately 14% less.

## **ITEMS FOR DISCUSSION AND ACTION**

### **Business Items**

- A. Approval of Single School Site Plan for Pine Mountain Learning Center. (BP 0400) (PMLC)

**MOTION:** Trustee Anderson motioned for approval of Single School Site Plan for Pine Mountain Learning Center. (BP 0400) (PMLC)

**SECOND:** Trustee Robinson. **VOTE: 5 AYES, 0 NAYES, 0 ABSENT, AYE STUDENT TRUSTEE**

**DISCUSSION:** Trustee Anderson asked Emily Lee, a teacher at PMLC, if Special Education Services were being used and she responded Speech services were used.

**B. Discussion of staff development as it relates to improving student instruction. (BMAA)**

**MOTION:** Trustee Anderson motioned for discussion of staff development as it relates to improving student instruction. (BMAA)

**SECOND:** Trustee Robinson. **No action taken.**

**DISCUSSION:** Trustee Anderson stated the need to get prepared for Common Core, teachers need training, school computer systems need upgraded, and CST testing is being replaced. These items need to be a priority of the board. Trustee Fleming suggested bringing these items to the workshop for goals. Mary Hon spoke to the Reading Specialist position and program that was working well before budget cuts were implemented.

**Board Items**

**C. Discussion and Approval of Vehicle Mileage Log Procedure. (BMJF)**

**MOTION:** Trustee Mullen motioned for discussion and approval of Vehicle Mileage Log Procedure. (BMJF)

**SECOND:** Trustee Robinson.

**DISCUSSION:** Trustee Fleming asked if there was a log currently being used. Fernando Nieto stated there was a log that showed odometer readings, mileage and a section for other comments. Fernando also stated he would bring prior month logs. For example, January logs will be presented in February.

**MOTION:** Trustee Fleming motioned to continue using the current logs and the superintendent will decide which of the two monthly meetings to report to the board.

**SECOND:** Trustee Robinson. **VOTE: 5 AYES, 0 NAYES, 0 ABSENT, AYE STUDENT TRUSTEE**

**D. Discussion and Approval of Direction to Superintendent to investigate Energy Cost Savings Measures at Frazier Mountain High School, El Tejon School, and Frazier Park School. (BMJF)**

**MOTION:** Trustee Anderson motioned for discussion and approval of direction to Superintendent to investigate energy cost savings measures at Frazier Mountain High School, El Tejon School, and Frazier Park School. (BMJF)

**SECOND:** Trustee Shillig. **No action taken.**

**DISCUSSION:** Trustee Fleming stated the utility cost at FMHS was higher than it should be per student population. Fernando Nieto stated the district will continue to look at cost savings and how best to spend the bond money. Indoor Environmental Services has offered to tour the campus to come up with new ways to cut costs. This would include solar, motion sensors, financing with possible federal monies. The contract for the copiers ends in August and in May letters will be sent out. By the year 2015, the portables will be eliminated all together. Trustee Shillig suggested asking Southern California Edison for a free evaluation.

**E. Discussion and Approval of Broken Windows Program. (BMJF)**

**MOTION:** Trustee Mullen motioned for discussion and Approval of Broken Windows Program.

**SECOND:** Trustee Robinson. **VOTE: 4 AYES, 1 NAYES (Anderson), 0 ABSENT, AYE STUDENT TRUSTEE**

**DISCUSSION:** Trustee Fleming stated if repairs are not done in a timely manner it causes more damage. Trustee Anderson stated repairs are being made and why would the board want to address this. Trustee Fleming stated areas where improvements could be made. Fernando Nieto stated at times repairs are made through warranties so that is why some repairs take longer than others.

**H. Discussion and Possible Approval to establish a committee to analyze/evaluate district operations regarding facilities, personnel, and instruction (BMAA) to include utilization of El Tejon School. (BMLS)**

**MOTION:** Trustee Robinson motioned for discussion and possible approval to establish a committee to analyze/evaluate district operations regarding facilities, personnel, and instruction (BMAA) to include utilization of El Tejon School. (BMLS)

**SECOND:** Trustee Anderson.

**DISCUSSION:** Trustee Anderson spoke to moving the 7<sup>th</sup> and 8<sup>th</sup> graders to the high school, the costs to maintain El Tejon School and asked what would be in the best interest of all students. Having the superintendent at El Tejon School does not work. She asked if anybody wanted to form a committee to make plans for the future. She wanted feedback. Trustee Robinson stated the district just spent \$15, 000 to study this. Trustee Mullen also said this had just been done.

**MOTION:** Trustee Shillig motioned for a vote to establish a committee to analyze/evaluate district operations regarding facilities, personnel, and instruction (BMAA).

**SECOND:** Trustee Mullen. **VOTE: 1 AYES, 4 NAYES (Fleming, Mullen, Robinson & Shillig), 0 ABSENT, ABSTAIN STUDENT TRUSTEE**

**DISCUSSION:** Trustee Shillig noted the under utilization of El Tejon School and over utilization of Frazier Park School. She suggested moving one or more grades back to El Tejon School and asked for input from the other trustees. Trustee Mullen wanted parents' perspectives before the board makes a decision. Trustee Robinson liked the idea of moving 6<sup>th</sup> graders to El Tejon. Trustee Anderson was also in favor of consulting the parents. Trustee Fleming suggested sending a survey to parents of incoming 5<sup>th</sup> and 6<sup>th</sup> graders to get their feedback on their students attending El Tejon School effective 2013-2014. If results are back in time, item can be brought back on the February agenda.

**Board Policies**

**I. Consideration of AR 3515.2 Disruptions, First Reading. (DOS-Gamut Update)**

**MOTION:** Trustee Anderson motioned for consideration of AR 3515.2 Disruptions, first reading. (DOS-Gamut Update)

**SECOND:** Trustee Robinson. **VOTE: 5 AYES, 0 NAYES, 0 ABSENT, AYE STUDENT TRUSTEE**

**DISCUSSION:** Policy will be brought back for 2<sup>nd</sup> reading on the consent agenda.

**J. Consideration of BP 4030 Nondiscrimination in Employment, First Reading. (DOS-Gamut Update)**

**MOTION:** Trustee Anderson motioned for consideration of BP 4030 Nondiscrimination in Employment, first reading. (DOS-Gamut Update)

**SECOND:** Trustee Fleming. **VOTE: 5 AYES, 0 NAYES, 0 ABSENT, AYE STUDENT TRUSTEE**

**DISCUSSION:** Policy will be brought back for 2<sup>nd</sup> reading on the consent agenda.

**K. Consideration of BP 4312.1 Contracts, First Reading. (DOS-Gamut Update)**

**MOTION:** Trustee Anderson motioned for consideration of BP 4312.1 Contracts, first reading. (DOS-Gamut Update)

**SECOND:** Trustee Mullen. **VOTE: 2 AYES, 3 NAYES (Fleming, Mullen & Shillig), 0 ABSENT, AYE STUDENT TRUSTEE Motion failed.**

**DISCUSSION:** Trustee Shillig stated the policy was optional so she saw no need to adopt.

**L. Consideration of BP 5126 Awards for Achievement, First Reading. (DOS-Gamut Update)**

**MOTION:** Trustee Anderson motioned for consideration of BP 5126 Awards for Achievement, first reading. (DOS-Gamut Update)

**SECOND:** Trustee Fleming. **VOTE: 5 AYES, 0 NAYES, 0 ABSENT, AYE STUDENT TRUSTEE**

**DISCUSSION:** Policy will be brought back for 2<sup>nd</sup> reading on the consent agenda.

**M. Consideration of AR 5126 Awards for Achievement, First Reading. (DOS-Gamut Update)**

**MOTION:** Trustee Anderson motioned for consideration of AR 5126 Awards for Achievement, first reading. (DOS-Gamut Update)

**SECOND:** Trustee Robinson.

**DISCUSSION:** Trustee Shillig thought by having Spanish and English speakers earning different scores it would not be equal and would create animosity. Trustee Anderson disagreed as minorities have a harder time competing and many programs are not diversified. Bud Burrow suggested tabling this item and maybe ask Kern High if they adopted it.

**MOTION:** Trustee Anderson motioned to table AR 5126 Award for Achievement, First Reading. (DOS-Gamut Update).

**SECOND:** Trustee Robinson. **VOTE: 5 AYES, 0 NAYES, 0 ABSENT, AYE STUDENT TRUSTEE**

Trustee Anderson asked for Item R. on the consent agenda be discussed at this time due to the late hour. Danyle Rice, PTSO representative, stated the Ocean Institute will have both male and chaperones on site. The sleeping quarters is in a loft with males on one side and females on the other. The deposit has been paid by PTSO. Forty-five students will be attending. The trustees prefer three males chaperones and three female chaperones attend.  
**MOTION:** Trustee Anderson motioned to table.

**Instruction Items**

**N. Discussion and Possible Action for Board access to Superintendent's monthly calendar. (BMJF)**

**MOTION:** Trustee Anderson motioned to table, no second.

**MOTION:** Trustee Mullen motioned for discussion and possible action for board access to superintendent's monthly calendar. (BMJF)

**SECOND:** Trustee Robinson. **VOTE: 4 AYES, 1 NAYES (Anderson), 0 ABSENT, AYE STUDENT TRUSTEE**

**DISCUSSION:** Trustee Fleming has asked for the superintendent's calendar and has only received it once. It is hard to evaluate her without knowing what she does. Trustee Mullen stated some employers would use this as a managing tool but she thinks it is a good idea. Trustee Anderson stated the district is short staffed and she considers it busy work. The superintendent already has enough to do with her regular duties, being a principal and now filling in a calendar. Trustee Shillig thinks it would be an effective tool.



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

- O.** Approval of B Warrant Batch #0013, \$82,204.07; #0014, \$78,648.65. (DOFAS)
- P.** Consideration and Approval of Inter-District Transfer: (DOS)
1. Ivie Sullivan, 5<sup>th</sup> grade, from ETUSD to Bakersfield City School District.
  2. Mikkel Olesen, 7<sup>th</sup> grade, from ETUSD to Castaic Union School District.
  3. Mika Olesen, 7<sup>th</sup> grade, from ETUSD to Castaic Union School District.
- Q.** Approval of BB 9250 Remuneration, Reimbursement and Other Benefits, Second Reading. (BMJF)
- R.** Approval of OVERNIGHT field trip to Ocean Institute on May 20-21, 2013, 6<sup>th</sup> graders, Frazier Park School. (FPS) **Item Tabled.**
- S.** Approval of Resolution #13-05, Authorization to apply for and secure grant funding from the CDE Small Schools Bus Replacement Program. (DOFAS)
- T.** Approval of Field Trips on 1/15/13 to Bishop, 235 miles one way, Soccer; 2/1/13 to Bishop, 235 miles one way, Basketball. (FMHS)

**MOTION:** Trustee Anderson motioned to approve the consent agenda.

**SECOND:** Trustee Mullen.      **VOTE: 5 AYES, 0 NAYES, 0 ABSENT, AYE STUDENT TRUSTEE**

**ADJOURNMENT**

Trustee Anderson motioned for the adjournment of the regular meeting of January 24, 2013 at 11:59 p.m., seconded by Trustee Mullen.      **VOTE: 5 AYES, 0 NAYES, 0 ABSENT, AYE STUDENT TRUSTEE**

The minutes are an unofficial draft until reviewed, modified and approved by ETUSD Trustees approved by the Governing Board on February 13, 2013.

Clerk of the Board \_\_\_\_\_

