



**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**

Wednesday, February 13, 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 February 13, 2013 Regular Board Meeting of the Board of Trustees of the El Tejon Unified School District was called to order at 6:02 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: 4 AYES, 0 NAYES, 1 ABSENT

Trustee Mullen was 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 6:05 p.m., seconded by Trustee Robinson.

VOTE: 3 AYES, 0 NAYES, 2 ABSENT (Mullen & Shillig)

A. Hearing of Complaint or Charge against Employee (Uniform Complaint Procedure)

Trustee Mullen arrived at 6:20 p.m.

RECONVENING IN OPEN SESSION

The board reconvened in open session at 7:01p.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, STUDENT TRUSTEE absent**

Trustee Fleming led the Trustees and members of the audience with the flag salute.

PUBLIC PRESENTATIONS

Four blue cards were presented.

Michelle Moser, Steve Newman, Chris Bennett, and Paula Harvey chose to speak when the items come up for discussion.

REPORTS AND PRESENTATIONS

A. El Tejon Teachers Association (ETTA) –Chuck Mullen presented a handout to the trustees outlining his concerns; staffing, negotiations, the El Tejon bell schedule, school safety and the complaint procedure.

B. California School Employee Association #552 (CSEA) –Angela Witham – No report.

C. Trustee Reports:

Lark Shillig stated the conference for the trustees and the superintendent in San Diego was very informative. Not only did they receive great training and instruction but there was time for question and answer sessions afterwards. She was impressed by the financial planner who shared charts from other districts and shared ways to cut costs. She requests district vehicle use be added to the March agenda.

Vickie Mullen shared the boys soccer team finished the season third in the league and the girls were undefeated. She invited all to attend the playoffs which start Feb. 14th. She also attended the board training in San Diego and learned how to better serve the students in the district. She is concerned there are still two combination classes and wants to consider the needs of all parents and students in the future.

Scott Robinson stated the first Safety Plan meeting went very well and he will share more when the item comes up on the agenda.

Anita Anderson attended board meetings as a parent before she was elected to serve on the board six years ago. She is concerned that Items D, E and L are on the agenda before the budget has been studied. If these items are approved, it could cause a negative budget next year. She thinks this is premature and could lead to financial ruin. She presented the board with a handout referencing No Child Left Behind debate from the February 10, 2013 N.Y. Times
Trustee Fleming – No report.

Approval of Minutes from Regular Board Meeting of January 24, 2013.

MOTION: Trustee Anderson motioned for approval of minutes from Regular Board Meeting of January 24, 2013.

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

DISCUSSION: Trustee Anderson asked for the minutes to be amended and add “Trustee Anderson has suggested school shooting violence be incorporated into the Comprehensive Safety Plan” in the discussion of Item F. Trustee Shillig asked for “Fernando also stated he would bring prior month logs. For example, January logs will be presented in February” to be added in the discussion of Item C. She also requested “of the two” to be added to the MOTION: in Item C.

Approval of Minutes from Special Board Meeting of January 26, 2013.

MOTION: Trustee Anderson motioned for approval of minutes from Special Board Meeting of January 26, 2013.

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

REPORT FROM CLOSED SESSION

No action taken.

SUPERINTENDENT’S REPORT

1. District Enrollment and Attendance Report-reports are in your binder. Trustee Fleming asked if parents had been contacted to see why they left the district. Superintendent Kleier stated she had not been directed by the board as a whole to do so. Trustee Fleming wants to ask the parents why they left so maybe things can be turned around and to do so at the next board meeting. Trustee Anderson suggested adding the item on the agenda for the Feb. 28th meeting.
2. Field Trips – two were approved this month
3. ASB Report – continues to be monitored
4. Other items – appreciates the work of the Safety Committee and hopes they continue to work with the principals, law enforcement and Scott Robinson. There is a workshop scheduled April 10th to receive School Crisis Response Training in Bakersfield.

ITEMS FOR DISCUSSION AND ACTION

Business Items

A. Presentation with Board discussion regarding 2013-14 Budget. (DOFAS)

MOTION: Trustee Anderson motioned for the presentation with Board discussion regarding 2013-14 Budget.

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

DISCUSSION: Bud Burrow and Fernando Nieto presented the trustees and audience members a spreadsheet outlining budget projections for 2013-2014. They led a discussion of revenue sources and expenditures stating decisions need to be made soon as the district faces a March 15th deadline for certificated layoffs and a sixty day notification for classified layoffs. Mr. Burrow cautioned the board the figures were “soft” and big decisions need to be made. Superintendent Kleier spoke to adoption cycles for textbooks and noted bridge materials for math and science will be purchases as soon as possible. Supplemental materials will help in the transition to Common Core.

At the March 14th board meeting Mr. Burrow will explain the governor's proposal for totally revamping the educational system.

B. Discussion and possible action for board to set budget priorities for district and schools. (BMAA)

MOTION: Trustee Anderson motioned for discussion and possible action for board to set budget priorities for district and schools.

SECOND: No second.

DISCUSSION: Trustee Robinson

C. Discussion and possible action of AD-HOC Safety Committee meeting. (BMSR)

MOTION: Trustee Mullen motioned for discussion and possible action of AD-HOC Safety Committee meeting.

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

DISCUSSION: Trustee Robinson stated there was a good turnout with representatives from the community, sheriff's department, CA Highway Patrol, and the Kern County Battalion Chief. The main topics were improving communications so all emergency agencies can readily talk to one another, holding in-service safety training sessions quarterly, utilization of flip charts in every classroom, and the need to call 911. The next meeting will be held on February 26, 2013.

Steve Newman spoke to using flip charts in each classroom, the need to update the personnel sections and the maps of the current plans.

Personnel

D. Discussion and possible action to restore three classified positions for the 2013-14 school year: District Library / Textbook Coordinator, Bi-lingual Instructional Assistant and School Secretary. (BMJF)

MOTION: Trustee Fleming motioned for discussion and possible action to restore three classified positions for the 2013-14 school year: District Library / Textbook Coordinator, Bi-lingual Instructional Assistant and School Secretary.

SECOND: Trustee Mullen.

DISCUSSION: Superintendent Kleier asked the board to change 2013-2014 to read 2012-2013.

MOTION: Trustee Shillig motioned to change Item D. to read "Discussion and possible action to restore three classified positions for the 2012-2013 school year: District Library / Textbook Coordinator, Bi-lingual Instructional Assistant and School Secretary."

SECOND: Trustee Mullen.

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

DISCUSSION: Fernando Nieto distributed a spreadsheet outlining the costs of each position for both school years. The trustees and superintendent discussed different positions, costs, sites, and best way to possibly restore items on the CSEA wish list. Superintendent Kleier will try and have figures ready for the February 28th meeting.

MOTION: Trustee Anderson motioned to table Item D.

SECOND: Trustee Fleming.

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

E. Discussion and possible action to restore the pay of two classified positions: Lead mechanic / bus driver and Warehouse / bus driver. (BMJF)

MOTION: Trustee Mullen motioned for discussion and possible action to restore the pay of two classified position: Lead mechanic / bus driver and Warehouse/ bus driver.

SECOND: Trustee Shillig.

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

DISCUSSION: Fernando Nieto will be taking the new warehouse and lead mechanic job descriptions to CSEA.

F. Consideration to revise the Superintendent's evaluation form. (BMJF)

MOTION: Trustee Mullen motioned for consideration to revise the Superintendent's evaluation form.

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

DISCUSSION: The need to set the district vision and goals was discussed in order to have a concrete way to evaluate the superintendent. The current evaluation form will be added to the agenda for the next vision and goals workshop.

MOTION: Trustee Fleming motioned for a special board meeting to be held on Thursday, February 21, 2013 at 6:00 p.m. at the El Tejon Continuation High School to discuss Goals, Objectives and Long Range Vision for the district.

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

Instruction Items

G. Board vote for up to four (4) candidates to serve as CSBA Delegates. (DOS)

MOTION: Trustee Anderson motioned for board vote for up to four (4) candidates to serve as CSBA Delegates.

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

DISCUSSION: Trustee Fleming suggested voting for ballot as is as there are only three candidates listed.

Board Items

H. Discussion of possible action of short and long term vision for the district and schools. (BMAA)

MOTION: Trustee Shillig motioned to table discussion and possible action of short and long term vision for the district and schools.

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

I. Discussion of Goals and Objectives as established at the Board's Workshop. (BMAA)

MOTION: Trustee Shillig motioned to table discussion of Goals and Objectives as established at the Board's Workshop.

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

J. Consideration to establish a committee to review all board policies as requested for recommendation to the Board of Trustees for approval. (BMJF)

MOTION: Trustee Fleming motioned for consideration to establish a committee to review all board policies as requested for recommendation to the Board of Trustees for approval.

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

DISCUSSION: Trustee Fleming wants a committee to review the policies as required by law and be brought to the board to review on the consent agenda. Superintendent Kleier stated she will review the policies with the committee. Trustee Fleming and Trustee Shillig volunteered for the committee.

MOTION: Trustee Fleming

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

Trustee Robinson asked for Item L to be discussed due to the lateness of the meeting.

L. Discussion and possible action to move 5th and/or 6th grade to El Tejon School. (BMSR)

MOTION: Trustee Shillig motioned for discussion and possible action to move 5th and/or 6th grade to El Tejon School.

SECOND: Trustee Mullen.

DISCUSSION: Chris Bennett, parent, stated he was not in favor of moving 5th and 6th grades to El Tejon School due to the lack of safety. Michelle Moser, parent, stated she was only in favor of moving 6th graders to El Tejon School. She thanked the board for polling the parents. The robo-call system has been paid for by PTSO at Frazier Park School. At the last PTSO meeting, it was suggested other options could be found. Superintendent Kleier and Thomas Hurst have been researching other options for contacting parents through updating the current Power School system. The trustees discussed the parent survey results of moving the 5th & 6th grade students to El Tejon School. Trustee Shillig is in favor of hiring a principal for El Tejon School. Superintendent Kleier admitted serving as a principal and superintendent was not the perfect situation and was only meant to be short term. Trustee Anderson thinks El Tejon School should not be utilized as it is too close to I-5 and the air is not healthy for students. Superintendent Kleier reminded the trustees of remaining bond money to build. She stated it was a difficult decision and urged the board to use resources wisely.

MOTION: Trustee Shillig motioned to move 5th and 6th grade to El Tejon School.

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

Superintendent Kleier excused the principals from the meeting due to the late hour.

K. Discussion of possible action concerning time limitations for board presentations and board discussions of agenda items. (BMJF)

MOTION: Trustee Fleming motioned to table discussion of possible action concerning time limitations for board presentations and board discussions of agenda items.

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

M. Discussion and possible action to change date or remove March 28, 2013 board meeting due to Spring Break. (BMAA)

MOTION: Trustee Robinson motioned to cancel the March 28, 2013 board meeting due to Spring Break.

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

N. 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.

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

DISCUSSION: Superintendent Kleier stated Sara Haflich called Kern High School District and some of their schools use this system and some do not. Trustee Shillig does not like the inequality of the Award and does not want to use it as it is optional. Trustee Anderson disagrees as minorities do not have the same opportunities.

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 #0016, \$12,825.57. (DOFAS)

P. Approval of AR 3515.2 Disruptions, BP 4030 Nondiscrimination in Employment, BP 5126 Awards for Achievement, Second Reading. (DOS-Gamut Update)

MOTION: Trustee Anderson motioned to approve the consent agenda.

SECOND: Trustee Shillig. **VOTE: 5 AYES, 0 NAYES, 0 ABSENT, STUDENT TRUSTEE absent**

ADJOURNMENT

Trustee Anderson motioned for the adjournment of the regular meeting of February 13, 2013 at 11:28 p.m., seconded by Trustee Robinson. **VOTE: 5 AYES, 0 NAYES, 0 ABSENT, STUDENT TRUSTEE absent**

The minutes are an unofficial draft until reviewed, modified and approved by ETUSD Trustees approved by the Governing Board on February 28, 2013.

Clerk of the Board _____

