



El Tejon Unified School District
BOARD OF TRUSTEES

4337 Lebec Road; Lebec, CA 93243

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Paula Regan, President

John Fleming, Trustee

Anita Anderson, Trustee

Dr. Ken Hurst, Clerk

Steve Kiouses, Trustee

BOARD OF TRUSTEES
REGULAR BOARD MEETING

Wednesday, December 12, 2012

El Tejon Unified School District Board Room

4337 Lebec Road, Lebec, CA 93243

ANNUAL ORGANIZATION MEETING

6:00 p.m.

ETUSD Board Room

CLOSED SESSION:

6:30 p.m.

ETUSD Board Room

OPEN SESSION:

7:00 p.m.

ETUSD Board Room

AGENDAS

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.

ANNUAL ORGANIZATION MEETING: 6:00 p.m.

A. Swearing in of Returning Board Member John Fleming and New Board Members Vickie Mullen, Scott Robinson and Lark Shillig.

B. Elect a Board President for 2013. (BB 9100)

MOTION _____ SECOND _____ AYES _____ NAYES _____ ABSENT _____ STUDENT TRUSTEE _____

C. Elect a Clerk of the Board for 2013. (BB 9100)

MOTION _____ SECOND _____ AYES _____ NAYES _____ ABSENT _____ STUDENT TRUSTEE _____

D. Elect a Trustee Representative for 2013. (BB 9100)

MOTION _____ SECOND _____ AYES _____ NAYES _____ ABSENT _____ STUDENT TRUSTEE _____

E. Elect an Alternate Trustee Representative for 2013. (BB 9100)

MOTION _____ SECOND _____ AYES _____ NAYES _____ ABSENT _____ STUDENT TRUSTEE _____

F. Approve Appointment of Superintendent as Secretary to the Governing Board for 2013. (BB 9122)

MOTION _____ SECOND _____ AYES _____ NAYES _____ ABSENT _____ STUDENT TRUSTEE _____

G. Develop a Schedule of Regular Meetings for 2013. (BB 9100)

MOTION _____ SECOND _____ AYES _____ NAYES _____ ABSENT _____ STUDENT TRUSTEE _____

H. Discussion and Possible Action of BB9100 Possible Guidelines Yearly Rotation of Officers. (DOS)

MOTION _____ SECOND _____ AYES _____ NAYES _____ ABSENT _____ STUDENT TRUSTEE _____

I. Discussion and Action of date, time and place for Board Orientation Meeting. (BB 9230) (DOS)

MOTION _____ SECOND _____ AYES _____ NAYES _____ ABSENT _____ STUDENT TRUSTEE _____

J. Discussion and Possible Approval of Special Meeting, January 23, 2013 to complete first reading of changes to numerous Board Policies and Administrative Regulations per GAMUT guidelines. (DOS)

MOTION _____ SECOND _____ AYES _____ NAYES _____ ABSENT _____ STUDENT TRUSTEE _____

K. Discussion and Possible Approval of Special Board meeting in January for the purpose of development of a long range vision for the District. (BP 0000, BP 0200)

MOTION _____ SECOND _____ AYES _____ NAYES _____ ABSENT _____ STUDENT TRUSTEE _____

PRELIMINARY (6:30 P.M., ETUSD Board Room)

Call to Order – Time _____

MOTION _____ SECOND _____ AYES _____ NAYES _____ ABSENT _____

Hearing of Citizens on Items Listed on Closed Session Agenda

Members of the Public shall have an opportunity to address the Board of Trustees on item(s) listed on the Closed Session agenda before the Board of Trustees adjourns to Closed Session.

ADJOURNMENT TO CLOSED SESSION – Time _____

A. Employment Recommendations:

1. Hire part-time District Secretary.
2. Hire part-time District Secretary.
3. Hire full-time teacher, 6th - 7th combination, Pine Mountain Learning Center.
4. Hire full-time Principal, Pine Mountain Learning Center.

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. If a large number of people wish to speak on a specific item, with Board consent, the president may increase or decrease the time allowed (20 minutes) for public presentation depending on the topic and the number of persons wishing to be heard. 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. Comments must be addressed to the Board as a whole and not to individual members or District employees. The Board and staff are not obligated to comment on, or respond to, addresses by the public.

Whenever a member of the public initiates specific complaints or charges against an employee, the Board President shall inform the complainant that in order to protect the employee's right to adequate notice before a hearing of such complaints and charges, and also to preserve the ability of the Board to legally consider the complaints or charges in any subsequent evaluation of the employee, it is the policy of the Board to hear such complaints or charges in closed session

unless otherwise requested by the employee pursuant to Government Code 54957. The Board President shall also encourage the complainant to file a complaint to an appeal using the appropriate District Complaint or appeal procedure.

REPORTS AND PRESENTATIONS

- A. El Tejon Teachers Association (ETTA) – (Chuck Mullen, President)
- B. California School Employee Association #552 – (Angela Witham, President)
- C. Star Test Review Frazier Park & El Tejon – Gretchen Skrotzki
- D. Trustee’s Reports

APPROVAL OF MINUTES

Approval of Minutes from Regular Board Meeting of November 14, 2012.

MOTION _____ SECOND _____ AYES _____ NAYES _____ ABSENT _____ STUDENT TRUSTEE _____

REPORT FROM CLOSED SESSION

Closed Session Report

SUPERINTENDENT’S REPORT

- 1. District Enrollment and Attendance Report
- 2. Field Trips
- 3. ASB Report
- 4. SISC Investment Pool
- 5. Other Items

ITEMS FOR DISCUSSION AND ACTION

Personnel Items

A. Acknowledge receipt of 2012-2013 Initial Reopener Proposal from California School Employees Association, El Tejon Chapter 552.

MOTION _____ SECOND _____ AYES _____ NAYES _____ ABSENT _____ STUDENT TRUSTEE _____

Business Items

B. Consideration and Approval of Approval of Resolution No. 13-04, Annual Accounting of Development Fees for 2011-2012 Fiscal Year in the Capital Facilities Fund. (DOFAS)

MOTION _____ SECOND _____ AYES _____ NAYES _____ ABSENT _____ STUDENT TRUSTEE _____

C. Approval of First Interim Budget Report for 2012-2013 and Authorize Budget Transfers. (BP3460) (DOFAS)

MOTION _____ SECOND _____ AYES _____ NAYES _____ ABSENT _____ STUDENT TRUSTEE _____

D. Approval of new camera equipment from Digital Networks, Inc. for Frazier Mountain High School. (DOFAS)

MOTION _____ SECOND _____ AYES _____ NAYES _____ ABSENT _____ STUDENT TRUSTEE _____

Instruction Items

E. Approval of El Tejon Unified School District Local Education Agency (LEA) Plan. (BP 0400) (DOS)

MOTION _____ SECOND _____ AYES _____ NAYES _____ ABSENT _____ STUDENT TRUSTEE _____

F. Approval of Single School Site Plan for Frazier Park School. (BP 0400) (FPS)

MOTION _____ SECOND _____ AYES _____ NAYES _____ ABSENT _____ STUDENT TRUSTEE _____

G. Approval of Single School Site Plan for El Tejon School. (BP 0400) (ETS)

MOTION _____ SECOND _____ AYES _____ NAYES _____ ABSENT _____ STUDENT TRUSTEE _____

H. Approval of Single School Site Plan for Frazier Mountain High School. (BP 0400) (FMHS)

MOTION _____ SECOND _____ AYES _____ NAYES _____ ABSENT _____ STUDENT TRUSTEE _____

Board Items

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

MOTION _____ SECOND _____ AYES _____ NAYES _____ ABSENT _____ STUDENT TRUSTEE _____

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

MOTION _____ SECOND _____ AYES _____ NAYES _____ ABSENT _____ STUDENT TRUSTEE _____

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

MOTION _____ SECOND _____ AYES _____ NAYES _____ ABSENT _____ STUDENT TRUSTEE _____

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

MOTION _____ SECOND _____ AYES _____ NAYES _____ ABSENT _____ STUDENT TRUSTEE _____

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

MOTION _____ SECOND _____ AYES _____ NAYES _____ ABSENT _____ STUDENT TRUSTEE _____

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

MOTION _____ SECOND _____ AYES _____ NAYES _____ ABSENT _____ STUDENT TRUSTEE _____

O. Consideration of BB 9250 Remuneration, Reimbursement and Other Benefits, First Reading. (BMJF)

MOTION _____ SECOND _____ AYES _____ NAYES _____ ABSENT _____ STUDENT TRUSTEE _____

P. Consideration of BB 9130 Board Committees Board Bylaw Committee, First Reading. (BMJF)

MOTION _____ SECOND _____ AYES _____ NAYES _____ ABSENT _____ STUDENT TRUSTEE _____

Q. Discussion and Approval of the use of Robert’s Rules of Order, Newly Revised in Brief as only a guideline for meeting operations. (BMJF)

MOTION _____ SECOND _____ AYES _____ NAYES _____ ABSENT _____ STUDENT TRUSTEE _____

R. Consideration of BB 9124 Attorney, First Reading. (BMJF)

MOTION _____ SECOND _____ AYES _____ NAYES _____ ABSENT _____ STUDENT TRUSTEE _____

S. Discussion and Approval of Home Garaging of District Vehicles. (BMJF)

MOTION _____ SECOND _____ AYES _____ NAYES _____ ABSENT _____ STUDENT TRUSTEE _____

T. Discussion and Possible Action of GPS devises on District Vehicles. (BMJF)

MOTION _____ SECOND _____ AYES _____ NAYES _____ ABSENT _____ STUDENT TRUSTEE _____

U. Discussion and Possible Action of District Identification Decals on all District Vehicles. (BMJF)

MOTION _____ SECOND _____ AYES _____ NAYES _____ ABSENT _____ STUDENT TRUSTEE _____

V. Discussion and Possible Action of limiting amount of time of Board Presentations. (BMJF)

MOTION _____ SECOND _____ AYES _____ NAYES _____ ABSENT _____ STUDENT TRUSTEE _____

W. Discussion and Possible Action of Procedure for Board Discussion of Agenda Items. (BMJF)

MOTION _____ SECOND _____ AYES _____ NAYES _____ ABSENT _____ STUDENT TRUSTEE _____

X. Discussion and Action of funding for Board Member attendance at California School Boards Association January Seminar attendance. (BB 9240) (BMJF)

MOTION _____ SECOND _____ AYES _____ NAYES _____ ABSENT _____ STUDENT TRUSTEE _____

Y. Discussion and Approval of Recommendation for Class Size Reduction and Combination Class Reduction at El Tejon and Frazier Park Schools. (BMJF)

MOTION _____ SECOND _____ AYES _____ NAYES _____ ABSENT _____ STUDENT TRUSTEE _____

Z. Discussion and Approval of Procedure for restroom availability during Board Meetings. (BMJF)

MOTION _____ SECOND _____ AYES _____ NAYES _____ ABSENT _____ STUDENT TRUSTEE _____

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

MOTION _____ SECOND _____ AYES _____ NAYES _____ ABSENT _____ STUDENT TRUSTEE _____

BB. 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 _____ SECOND _____ AYES _____ NAYES _____ ABSENT _____ STUDENT TRUSTEE _____

CC. Discussion and Approval of Broken Windows Program. (BMJF)

MOTION _____ SECOND _____ AYES _____ NAYES _____ ABSENT _____ STUDENT TRUSTEE _____

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

- DD. Approval of B Warrant Batch #0010, \$12,880.63; #0011, \$126,163.42, and #0012, \$21,135.71. (DOFAS)
- EE. Consideration and Approval of Inter-District Transfers: (DOS)
1. Kale Crabb, 1st grade, from ETUSD to Gorman School District.
 2. Wade Crabb, 7th grade, from ETUSD to Gorman School District.
- FF. Approval of OVERNIGHT field trip to Catalina Island on May 17-19, 2013, Com-Tec Academy seniors, Frazier Mountain High School. (FMHS)
- GG. Approval of OVERNIGHT field trip to Ocean Institute on May 20-21, 2013, 6th graders, Frazier Park School. (FPS)

MOTION _____ SECOND _____ AYES _____ NAYES _____ ABSENT _____ STUDENT TRUSTEE _____

ADJOURNMENT

TIME:

MOTION _____ SECOND _____ AYES _____ NAYES _____ ABSENT _____ STUDENT TRUSTEE _____