



El Tejon Unified School District
BOARD OF TRUSTEES

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

Vickie Mullen, President
Anita Anderson, Trustee John Fleming, Clerk
Scott Robinson, Trustee Lark Shillig, Trustee

BOARD OF TRUSTEES
REGULAR BOARD MEETING
Thursday, January 9, 2014
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

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 (ETCHS)

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 _____

MOTION _____ SECOND _____ AYES _____ NAYES _____ ABSENT _____

1. Employment Recommendation:

A. Employ Academy / Workability Clerk, FMHS.

MOTION _____ SECOND _____ AYES _____ NAYES _____ ABSENT _____

2. Discussion of compensation of current employees performing extra duties involving office reorganization.

ADJOURNMENT FROM CLOSED SESSION – Time _____

MOTION _____ SECOND _____ AYES _____ NAYES _____ ABSENT _____

RECONVENING IN OPEN SESSION – Time _____

MOTION _____ SECOND _____ AYES _____ NAYES _____ ABSENT _____

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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 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. Update on Master Plan – Anthony Palazzo
- B. El Tejon Teachers Association (ETTA) – (Chuck Mullen, President)
- C. California School Employee Association #552 – (Angela Witham, President)
- D. School Report – Keri St. Jeor
- E. School Report – Rosalie Jimenez
- F. School Report – Sara Haflich
- G. Trustee’s Reports
- H. Other items

APPROVAL OF MINUTES

Approval of Minutes from Special Board Meeting of November 13, 2013.

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

Approval of Minutes from Regular Board Meeting of November 14, 2013.

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

Approval of Minutes from Special Board Meeting of December 10, 2013.

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

Approval of Minutes from Regular Board Meeting of December 12, 2013.

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

REPORT FROM CLOSED SESSION

Closed session report

SUPERINTENDENT’S REPORT

- 1. District Enrollment and Attendance Report
- 2. ASB Report – Continues to be monitored
- 3. Williams Quarterly Report – In packet
- 4. Other Items

ITEMS FOR DISCUSSION AND ACTION

Business Items

A. Approval of Site Lease Agreement for Air Conditioning Project at El Tejon School between ETUSD and Colombo Construction.

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

B. Approval of Facilities Lease Agreement for Air Conditioning project at El Tejon School between ETUSD and Colombo Construction.

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

C. Approval of General Construction Provisions for Air Conditioning project at El Tejon School between ETUSD and Colombo Construction.

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

D. Approval of compensation of current employees performing extra duties involving office reorganization.

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

Personnel Items

E. Approval of Workability Clerk job description.

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

F. Approval of MCFRC Program Administrative Assistant job description.

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

<p style="text-align: center;">CONSENT AGENDA Items required by law and/or items in accordance With the District Administrative Code and/or Education Code Items G - H</p>

G. Approval of B warrant batch #0021, \$1,254.66; #0022, \$22,448.29; and #0029, \$88,163.93.

H. Approval of OVERNIGHT field trip on May 16-18, 2014, Catalina Island, Com-Tech Academy seniors.

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

ADJOURNMENT

TIME:

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