

McSwain Union Elementary School District

Board of Trustees Regular Meeting August 14, 2018 MINUTES



CALL TO ORDER

Trustee Halpin called the meeting to order at 6:00 p.m. in the McSwain Board Room.

ROLL CALL

Members Present: Trustees Halpin, Hoffar and Machado

Members Absent: Trustees Lara and Scoto

FLAG SALUTE

Trustee Hoffar led the flag salute.

APPROVAL/ADDITIONS TO AGENDA

Motion was made by Trustee Machado and seconded by Trustee Hoffar to approve amending the agenda by moving Action Items B., C., and D. to Closed Session. Motion passed unanimously.

PUBLIC REMARKS & CONCERNS

None

CONSENT AGENDA

The Consent Agenda was presented for approval. The following report were accepted: Financial Summary Reports. The following action items were approved: Minutes of Regular Meeting on June 12 and June 28, 2018; Warrant Batch 01, 02 and 03 and Personnel Report as follows: Accepted resignation from Donna Tilger, Resource Instructional Aide, effective June 12, 2018; Approved employment of the following: Margaret Xiong, 6th grade Teacher, Ashley Johnson, 4th grade Teacher, effective August 9, 2018; Nicholas Martinez, Resource Instructional Aide, Leslie Bell, Resource Instructional Aide, Sara Coate, Instructional Aide, Ofelia Arias Bilingual Instructional Aide and Sandra Navarro Bilingual Instructional Aide, effective August 15, 2018. Motion was made by Trustee Hoffar and seconded by Trustee Machado to approve the Consent Agenda as presented. Motion passed unanimously.

ACTION

Approve Resolution 2019-01, Ordering Governing Board Member Election

Motion was made by Trustee Machado and seconded by Trustee Hoffar to approve Resolution 2019-01, Ordering Governing Board Member Election. Motion passed unanimously.

Approve Board Policy Revisions

Motion was made by Trustee Machado and seconded by Trustee Hoffar to approve revisions to the following Board Policies and Administrative Regulations: BP 0410, BP 3514/AR3514, BP 3515.7, BP 3514.1, BP 3516/AR 3516, AR 3541, BP 4158/4258/4358, AR 4158/4258/4358, BP 4161.9/4261.9/4361.9, AR 4161.9/4261.9/4361.9, BP 5111/AR 5111, BP 5111.1/AR 5111.1, BP 5125/AR5125, AR 5125.1, BP 5131.2, BP 5145.13/AR 5145.13, BP 5145.3/AR 5145.3, BP 5145.9 and BP 6161.3. Motion passed unanimously.

SUPERINTENDENT'S REPORT

- Superintendent Rosa reported enrollment is at 878 today.
- Superintendent Rosa reported that Briggs Construction is working on the punch list. The office project is looking great. The McSwain Site Security and Frontage Improvement Project is also moving along well. Taylor Backhoe is working closely with the District in making cost saving reductions to the project.

- CHP made their annual inspection on the busses and DOT Program records. Both received a satisfactory rating.
- New cameras and alarms were installed and working on both campuses. The District will be asking the McSwain Education Foundation to pay for the cameras.
- The next Regular Board Meeting will be held on Tuesday, September 11, 2018 at 6:00 p.m.

COMMUNICATIONS

- Trustees Machado and Halpin reported on their recent visits to see the construction project.
- Trustee Hoffar reported that he will be at West Campus tomorrow for the TK/Kinder red carpet welcome.

CLOSED SESSION

After identifying Closed Session agenda items, the meeting convened to Closed Session at 7:00 p.m.

- Public Employee: Discipline/Dismissal/Release
- Conference with Labor Negotiator (Government Code §54957.6)
District designated representative: Steve Rosa Superintendent Employee Organization: California School Employees Association, Chapter 708 Classified Employees and Confidential/Classified Employees.
- New Classified/Confidential Job Description, Office Manager/Registrar
- Salary Classification of Classified/Confidential, Office Manager/Registrar
- Reclassification of Employee #002 from School Secretary to Classified/Confidential, Office Manager/Registrar

OPEN SESSION

The meeting reconvened to Open Session at 7:54 p.m. The following action was taken:

Approve New Classified/Confidential, Office Manager/Registrar

Motion was made by Trustee Hoffar and seconded by Trustee Machado to approve a new Classified/Confidential job description, Office Manager/Registrar. Motion passed unanimously.

Approve Salary Classification of Classified/Confidential, Office Manager/Registrar

Motion was made by Trustee Hoffar and seconded by Trustee Machado to approve the salary classification of Classified/Confidential, Office Manager/Registrar. Motion passed unanimously.

Approve Reclassification of Employee #002 from School Secretary to Classified/Confidential, Office Manager/Registrar

Motion was made by Trustee Hoffar and seconded by Trustee Machado to approve the reclassification of Employee #002 from School Secretary to Classified/Confidential, Office Manager/Registrar. Motion passed unanimously.

ADJOURNMENT

The meeting adjourned at 7:58 p.m.

Respectfully submitted,

Steve Rosa, Secretary

Bill Halpin, President