

# McSwain Union Elementary School District



## Board of Trustees Regular Meeting November 14, 2017 MINUTES

### **CALL TO ORDER**

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

### **ROLL CALL**

Members Present: Trustees Halpin, Hoffar, Scoto, and Machado (arrived at 6:50 p.m.)

Members Absent: Trustee Lara

### **FLAG SALUTE**

Trustee Hoffar led the flag salute.

### **SHOWCASE**

Students from Mrs. Cassady's class; Jarred Navarette, P.J. Bazan, Wyatt Miller, Nathan Datray and Alex Casales presented their Fire X Extinguisher project. Tessa Lalanne presented her How to Speak French project. The student's assignment was to come up with a project they were passionate about that would help the community. The kids did an excellent job with their presentations.

### **APPROVAL/ADDITIONS TO AGENDA**

Motion was made by Trustee Hoffar and seconded by Trustee Scoto to approve the agenda as presented. Motion passed 3-0.

### **CONSENT AGENDA**

The Consent Agenda was presented for approval. The following reports were accepted: Food Service Report, Monthly Enrollment Reports, Monthly ASB Reports, and Financial Summary Reports. The following action items were approved: Minutes of Regular Meeting on October 10, 2017; Warrant Batches 11, 12, and 13; Personnel Report as follows: Received resignations from the following employees: Maria Avelar, Bilingual Instructional Aide, effective October 31, 2017 and Josh Barker, Grounds Custodian, effective November 13, 2017 and Fundraising Requests. Motion was made by Trustee Scoto and seconded by Trustee Hoffar to approve the Consent Agenda as presented. Motion passed 3-0.

### **DISCUSSION / INFORMATION**

#### **Principal's Report**

Mrs. Havel reported that Red Ribbon Week was the week of October 24<sup>th</sup>. We had dress up days and enjoyed an assembly put on by CHP and the canine unit. The younger students observed a canine demonstration and learned how to stay safe. The older students observed a mock drug bust and a suspect take down. The staff had suicide prevention this month. Emily Bernard presented on the watch signs and what to do if you are worried about a student. It was a very informative presentation.

#### **Local Control Accountability Plan**

Superintendent Rosa reported that we will have a table set up at East Campus Report Card Night tomorrow with information available for parents. Mrs. Lanum will continue to monitor our progress on goals.

### **Three Year Technology Plan**

Hau Nguyen, Information and Technology Director reported on the Three Year Technology Plan. He explained the plan for the replacement of technology equipment at the end of its life cycle and the upgrade of school-wide software at McSwain UESD.

### **Dashboard Presentation**

Mrs. Lanum, Program Coordinator gave the California Department of Education California Accountability Dashboard presentation. McSwain School is meeting all of the local indicators.

### **ACTION**

#### **Approve Proposal from TriGroup, Inc., Consultant for Educational Specifications**

Motion was made by Trustee Machado and seconded by Trustee Scoto to approve the contract proposal with TriGroup, Inc., to gather information/data necessary to develop District Educational Specifications, not to exceed \$9,715.00. Motion passed 4-0.

#### **Approve Proposal from Sugimura Finney Architects for the McSwain East Campus Modernization Site Improvement**

Motion was made by Trustee Scoto and seconded by Trustee Hoffar to approve the contract proposal with Sugimura Finney Architects to provide architectural and engineering services for the design and preparation of drawing and specifications for miscellaneous site improvement at the McSwain East Campus site and full renovation of the existing cafeteria multipurpose space on East Campus, for approximately \$190,000.00. Motion passed 4-0.

#### **Approve Provisional Internship Permit**

Motion was made by Trustee Machado and seconded by Trustee Hoffar to approve Aubrey Byerly to serve as a Music Teacher on a Provisional Internship Permit. Motion passed 4-0.

#### **Approve Setting the Annual Organizational Meeting Date**

Motion was made Trustee Machado and seconded by Trustee Scoto to set the Annual Organizational Meeting Date for Tuesday, December 12, 2017. Motion passed 4-0.

#### **Approve Consulting Services Agreement with Brandon Blackwood, School Bus Trainer**

Motion was made by Trustee Scoto and seconded by Trustee Machado to approve the Consulting Agreement with Brandon Blackwood, School Bus Trainer. Motion passed 4-0.

### **SUPERINTENDENT'S REPORT**

- Superintendent Rosa reported that enrollment is at 842 today.
- Superintendent Rosa reported on his attendance at the AALRR legal conference where the focus was education on new laws that can affect us; topics included Special Education, School Facilities and Human Resources.
- The next Regular Board Meeting will be held on Tuesday, December 12, 2017 at 6:00 p.m.

### **COMMUNICATIONS**

- Trustees Scoto stated that he appreciates the emails and phone calls that give school activity information.
- Trustee Hoffar commented on his attendance at the 4H Halloween Carnival. He was happily surprised to see so many in attendance. Trustee Hoffar plans on attending Report Card Night tomorrow evening.
- Trustee Halpin commented on how happy his granddaughter was to have won a prize at the 4H Halloween Carnival for her pineapple costume.

**CLOSED SESSION**

After identifying Closed Session agenda items, the meeting convened to Closed Session at 7:42 p.m.

- a. Public Employee: Discipline/Dismissal/Release
- b. Superintendent's Evaluation

**OPEN SESSION**

The meeting reconvened to Open Session at 8:07 p.m. No action was taken.

**ADJOURNMENT**

The meeting adjourned at 8:08 p.m.

Respectfully submitted,

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Steve Rosa, Secretary

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Luis Lara, President