

McSwain Union Elementary School District

Board of Trustees Regular Meeting December 12, 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 Lara, Halpin, Hoffar, Scoto, and Machado

FLAG SALUTE

Trustee Halpin led the flag salute.

LOYALTY OATH

Trustee Lara administered the Loyalty Oath to new employee Aubrey Byerly. Miss Byerly is our new Music Teacher.

APPROVAL/ADDITIONS TO AGENDA

Motion was made by Trustee Halpin and seconded by Trustee Scoto to approve the agenda as presented. Motion passed unanimously.

PUBLIC REMARKS & CONCERNS

Mrs. Lauren Lanum, Program Coordinator was presented the California State University, Stanislaus Lennox Crystal Apple Award for being selected the 2017 Outstanding Student in the Masters of Arts program in School Administration by Dr. John Borba, Professor of School Administration, Department of Advanced Studies, CSUS College of Education, Kinesiology and Social Work.

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 November 8, 2017; Warrant Batches 13 and 14; Personnel Report as follows: Employed the following: Julie Loughton, Part-Time Custodian, effective November 27, 2017. Motion was made by Trustee Scoto and seconded by Trustee Hoffar to approve the Consent Agenda as presented. Motion passed unanimously.

DISCUSSION / INFORMATION

Principal's Report

Mrs. Havel reported that the end of the first trimester was November 3rd. We had parent/teacher conferences for TK-4th grade and report card night for 5th-8th grade. All were well attended by families. The West Campus Library had their annual Book Fair and sold over \$16,000 in books over the week. The Leadership class held a can food drive that will benefit needy families for their Christmas dinners. They are planning a toy drive in conjunction with CASA in December.

Local Control Accountability Plan

Mrs. Lanum reported on her presentation of the LCAP at a McSwain Teachers Association meeting. Mrs. Lanum had an electronic survey available for parents input at Parent Conferences and Report Card Night. Stakeholder meeting will begin after the new year. Stakeholders include staff, parents, students and community members.

ACTION

Approve First Interim Report

Motion was made by Trustee Scotto and seconded by Trustee Hoffar to approve the First Interim Report as presented. Motion passed unanimously.

Approve Increasing Hours/Days to Groundskeeper/Custodian Position

Motion was made by Trustee Halpin and seconded by Trustee Scotto to approve increasing Groundskeeper/Custodian hours from 4.5 hours per day to 8 hours per day/12 months per year. Motion passed unanimously.

ORGANIZATIONAL MEETING

Election of Officers

Motion was made Trustee Scotto and seconded by Trustee Hoffar to nominate Trustee Halpin as President and Trustee Machado as Clerk. Motion passed unanimously

Establishment of Day and Time for Regular Meetings

Motion was made by Trustee Halpin and seconded by Trustee Machado to establishing the monthly board meeting to be held on the second Tuesday of every month at 6:00 p.m. with the exception of July 10, 2018 which will be held at 7:00 a.m. An additional meeting will be held on June 28, 2018 at 7:00 a.m. to adopt the budget. Motion passed unanimously.

Resolution 2018-04, Warrant Signature Authorization

Motion was made by Trustee Scotto and seconded by Trustee Machado to approve Resolution 2018-04, Warrant Signature Authorizations requiring two (2) signatures on warrants. Motion passed unanimously.

RECESS TO McSWAIN UNION ELEMENTARY SCHOOL DISTRICT FINANCING CORPORATION

The board recessed at 7:31 p.m. to conduct business as the McSwain Union Elementary School District Financing Corporation.

RECONVENE TO McSWAIN UNION ELEMENTARY SCHOOL DISTRICT REGULAR BOARD MEETING

The board reconvened at 7:35 p.m. to the McSwain Union Elementary School District.

SUPERINTENDENT'S REPORT

- Superintendent Rosa reported that enrollment is at 837 today.
- Superintendent Rosa distributed a 2018/2019 draft calendar that included input from MUHSD and the neighboring feeder schools as well as Merced College. We are now working with our own staff to get questions, concerns and comments before bringing it back to the board in January for adoption.
- Superintendent Rosa distributed invitations to the AALRR Holiday Party to be held on December 14, 2017.
- The next Regular Board Meeting will be held on Tuesday, January 9, 2018 at 6:00 p.m.

COMMUNICATIONS

- Trustees Hoffar commented on how well organized Report Card Night was.
- Trustee Halpin gave a presentation to the third graders on the California Indians. The students were very interested in the artifacts that he brought with him.
- Trustee Scotto commented on how nice the campus looks.
- Trustee Lara thanked the 4th grade teachers, Mrs. Soares and Mrs. Shearer for attending the meeting and congratulated Mrs. Lanum on her Crystal Apple Award. Trustee Lara thanked the Board for his year as Board President and congratulated Trustee Halpin on his election.

CLOSED SESSION

After identifying Closed Session agenda items, the meeting convened to Closed Session at 7:55 p.m.

- a. Public Employee: Discipline/Dismissal/Release

OPEN SESSION

The meeting reconvened to Open Session at 8:31 p.m. No action was taken.

ADJOURNMENT

The meeting adjourned at 8:32 p.m.

Respectfully submitted,

Steve Rosa, Secretary

Bill Halpin, President