

*"Working Together, To Build Student Success, In A Caring Place"*

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**Board of Trustees-Regular Meeting  
Monday, February 10, 2021 at 5 p.m.  
Cafeteria: Public Meeting  
MINUTES**

**1.0 Opening: General Functions**

**1.1 Welcome/Call to Order**

The meeting was called to order at 5:04 pm by Amiee Bortolussi. Present was Audra Mylan. Also present was Kelly Bear and Julie Williams. Clay Sloan was absent.

**1.2 Approve Agenda**

A motion was made by Mylan and seconded by Bortolussi to approve the agenda.

Motion carried. Aye - 2 Nay - 0

**2.0 Public Input- None**

**3.0 Consent Items**

**3.1 ACTION: Approve the following:**

- Minutes of the Meetings
  - Regular –January 11, 2020
- Warrants and Fund Transfers – Batches 0120, 0128, 0205
- Interdistrict Transfer – 2 Out - Iversen

A motion was made by Mylan and seconded by Bortolussi to approve the Consent Agenda Minutes and Warrants. Motion carried. Aye-2 Nay-0

**4.0 Student Learning and Achievement**

**4.1 Reports and Communications**

**4.1.1 Attendance Report**

Enrollment – 48

**4.1.2 Learning Continuity and Attendance Plan**

Superintendent Bear updated the board on the upcoming 3 year LCAP

**4.1.3 Quarterly Report on Williams Uniform Complaints**

There were no complaints filed during this quarter.

**4.2 ACTION**

**4.2.1 Approve Waiver Request and Affidavit- Request for Allowance of Attendance Due to Emergency Conditions at Hornbrook Elementary School January 4, 2021.**

A motion was made by Mylan and seconded by Bortolussi to approve the Waiver Request and Affidavit due to emergency conditions. Motion carried. Aye-2 Nay-0

**5.0 Finance and Facilities**

**5.1 Reports and Communications**

**5.1.1 Facilities Report**

Waiting for formal NCSIG Inspection Report.

**5.1.2 Finance Report**

2<sup>nd</sup> Interim coming up this month.

**5.2 ACTION**

**5.2.1 Annual and 5-year Developer Fee Report for 2019-20**

A motion was made by Bortolussi and seconded by Mylan to approve the 2019-2020 & 5-year Developer fee report. Motion carried. Aye-2 Nay-0

**5.2.2 Approve Certification of Signatures**

A motion was made by Mylan and seconded by Bortolussi to approve the 2020-2021 Certification of Signatures. Motion carried. Aye-2 Nay-0

**5.2.3 Approve Comprehensive School Safety Plan (CSSP)**

A motion was made by Bortolussi and seconded by Mylan to approve the Comprehensive School Safety Plan. Motion carried. Aye-2 Nay-0

## 6.0 Human Resources

### 6.1 Reports and Communications

#### 6.1.1 Resignation Letter from Teachers (Board Communication)

A motion was made by Bortolussi and seconded by Mylan to approve the resignation of Nicole Westhelle. Motion carried. Aye-2 Nay-0

#### 6.1.2 Teacher Evaluations (Board Communication)

Superintendent Bear and Steve Mitrovich are in the process of doing Teacher Evaluations.

## 7.0 Policy and Governance

### 7.1 Discussion

#### 7.1.1 Evaluation of Operational Plan and Phase

We are currently in an in-person learning module.

#### 7.1.2 Review COVID Safety Plan (COVID-19 School Guidance Checklist & COVID-19 Protection Plan)

Superintendent Bear discussed the Covid Safety Plan which was approved by the Local Health Officer. Cal-OSHA plan was also submitted.

#### 7.1.3 Superintendent Items

None

#### 7.1.4 Board Member Items

Board Member Audra Mylan and Amiee Bortolussi discussed Brown Act training from SSDA.

### 7.2 Written Reports and Communications for Board Review

#### 7.2.1 1st Reading Policy Revisions:

- E 1113 – District and School Web Sites
- BP 3280 – Sale of Lease of District-Owned Real Property
- BP 3530 – Risk Management/Insurance
- AR 3530 – Risk Management/Insurance
- BP 4119.11/4219.11/4319.11 – Sexual Harassment
- AR 4119.11/4219.11/4319.11 – Sexual Harassment
- AR 4119.12/4219.12/4319.12 – Title IX Sexual Harassment Complaint Procedures
- E 4119.12/4219.12/4319.12 – Title IX Sexual Harassment Complaint Procedures
- BP 4157/4257/4357 – Employee Safety
- AR 4157/4257/4357 – Employee Safety
- AR 4157.1/4257.1/4357.1 – Work-Related Injuries
- BP 5113.1 – Chronic Absence and Truancy
- AR 5113.1 – Chronic Absence and Truancy
- AR 5113.11 – Attendance Supervision
- BP 5145.7 – Sexual Harassment
- AR 5145.7 – Sexual Harassment
- AR 5145.71 – Title IX Sexual Harassment Complaint Procedures
- E 5145.71 – Title IX Sexual Harassment Complaint Procedures

Superintendent Bear discussed first reading.

### 7.3 ACTION

#### 7.3.1 CSBA Delegate Assembly Ballot

A motion was made by Bortolussi and seconded by Mylan to approve CSBA Delegate Greg Gunkel on the 2021 Assembly Ballot. Motion carried. Aye-2 Nay-0

#### 7.3.2 Approve 2019-2020 School Accountability Report Card

A motion was made by Bortolussi and seconded by Mylan to approve the 2019-2020 School Accountability Report Card. Motion carried. Aye-2 Nay-0

## 8.0 Communications – Superintendent Bear shared an upcoming training from Lozano Smith.

## 9.0 Closed Session

Time: 6:03

### 9.1 Government Code Section 54957

Public Employee Discipline/Dismissal/Release

### 9.2 Government Code Section 54957.6

Conference with Labor Negotiator

Agency designated representative: Kelly Bear

Employee Organizations: HES CTA & CSEA

9.3 Government Code Section 54956.95

LIABILITY CLAIMS

Claimant: Danyell Secrest

Agency Claimed Against: Hornbrook Elementary School District

Claimant: Bridget Hayes

Agency Claimed Against: Hornbrook Elementary School District

**10.0 Return to Open Session/Report on Action Taken in Closed Session**

**Time: 6:47**

During the closed session held earlier tonight, the Board adopted a resolution pursuant to Education Code section 44929.21 and authorized the District's Superintendent to notify a teacher of release from his/her probationary position. Vote of resolution: Bortolussi -Yes, Mylan -Yes and Sloan - Absent.

By a vote of 2 to 0 (with Board member Sloan absent) the Board took action to reject the liability claims filed against the District by claimants Hayes and Secrest.

**11.0 Adjournment**

A motion was made by Bortolussi and seconded by Mylan to adjourn the meeting at 6:49pm.

Motion carried. Aye-2 Nay-0

**The next meeting will be held on March 10, 2021 at 5:00pm.**



Clerk