

“Working Together, To Build Student Success, In A Caring Place”

Board of Trustees – Regular Meeting
Monday, December 12, 2016; 5:30 p.m.
Library: Public Meeting
MINUTES

The meeting was called to order at 5:30 p.m. by Donna Ratliff. Present was Willis Spencer. Also present were Kelly Bear and Karen Boehme.

The Board received a flyer for a Board workshop to be held on January 9, 2017. Donna Ratliff and Kelly Bear will attend at the SCOE.

2.0 Consent Agenda

- 2.1 A motion was made by Spencer and seconded by Ratliff to approve the minutes of the November 14, 2016 regular meeting.. Motion carried. 2-0
- 2.2 A motion was made by Spencer and seconded by Ratliff to approve the warrants for December 2016. Motion carried. 2-0
- 2.3 There were no Interdistrict Transfers

3.0 Governing Board Organizational Meeting

- 3.1 A motion was made by Willis Spencer to nominate Donna Ratliff as Board President. Seconded by Donna Ratliff. Motion carried. 2-0
- 3.2 A motion was made by Donna Ratliff to nominate Willis Spencer as Clerk of the Board. Seconded by Willis Spencer. Motion carried. 2-0
Board meetings will be held on the second Thursday of each month at 5:30 p.m.

4.0 Public Input

None

5.0 Approval of Resolution Regarding Process for Making a Provisional Appointment to Fill Board Member Vacancy

A Board Member vacancy has been created with the absence of Natasha Churchill for three consecutive months. Lozano Smith law firm provided a Board Resolution for the process of making a provisional appointment to fill the vacancy. A motion was made by Spencer to approve the resolution and begin the process by advertising the vacancy, seconded by Ratliff. Motion carried. 2-0 The hope is to find an interested community member and fill the vacancy at the January 12, 2017 meeting.

6.0 Approve the 1st Interim Budget Report

Kelly Bear went over some of the revenue/expenditure graphs in the Interim Report showing trends over the years. A closer look will be given in regards to accepting interdistrict transfers in the future. A motion was made by Spencer to approve the 1st Interim Report as prepared by the SCOE Budget Technicians, seconded by Ratliff. Motion carried. 2-0

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7.0 Accept Letter of Retirement of Administrative Assistant

Karen Boehme, Administrative Assistant, submitted her letter of retirement. She will be retiring on June 30, 2017 after 20 years at Hornbrook Elementary School. She thanked the Board for having her for that amount of time and stated she will miss the students, staff and community. A motion was made by Spencer to accept her letter, seconded by Ratliff. Motion carried. 2-0

8.0 Approve the Updated BP 3320 and AR 3320, Claims & Actions Against the District and the Updated Claim for Injury, Damage and/or Indemnity

A motion was made by Spencer and seconded by Ratliff to approve the updates to the Board Policy and Administrative Regulations. Motion carried. 2-0

9.0 Facilities Plan Update

The school has been locked for a few months now due to various security reasons. We will be purchasing an electronic release w/video doorbell for approx.. \$1,100. This will eliminate someone having to get up and run to the door each time someone rings the bell.

The Fire Alarm System has been approved at the State. Tim with Hue and Cry will meet with Kelly and John on Dec. 15th to go over details and scheduling of the installation.

Power failure blew out our phone system which was hanging on by a thread. Purchase a new phone system, cost was \$4,600. Works great.

10.0 LCAP Update

Kelly Bear informed the Board that there will be format changes in the LCAP. The District had 7 goals which she has narrowed to 3 goals. She is preparing to begin the “needs and wants” process with the staff. Projections for next year (enrollment, staffing, etc.) will be looked at.

11.0 Board Report

None

**12.0 Closed Session
Govt. Code Section 54950
Personnel Matters**

Time: 6:13 p.m.

13.0 Return to Open Session/Action Taken in Closed Session

The Board returned to Open Session at 6:19 p.m. No action taken in Closed Session.

14.0 Superintendent’s Report

Enrollment at 56 students

Last power outage a minimum day was called. All went very smoothly.

Will continue in LCAP trainings.

Christmas Program will be on December 13th at 5:30 p.m.

15.0 Adjournment: Motion made by Spencer to adjourn at 6:21 p.m., seconded by Ratliff. Carried. 2-0

Hornbrook Elementary School

www.hornbrookschool.org

15430 Oregon Road
P.O. Box 169
Hornbrook, CA
96044
530-475-3598
Fax 530-475-0929

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