

**BUTTONWILLOW UNION SCHOOL DISTRICT**  
**42600 Highway 58**  
**Buttonwillow, CA 93206**  
**Regular Board Meeting**  
**Minutes**

**DATE:** December 14, 2020  
**TIME:** 6:00 PM  
**PLACE:** Board Room, James D. Murphy Learning Center

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**1.0 Convene Open Session**

- 1.1 Meeting will be called to order by Regina Houchin at 6:03 PM.
- 1.2 Flag Salute led by: Maria DeLa Rosa.
- 1.3 Board Member Attendance:
  - P Regina Houchin, Board President
  - P Richard Garcia, Board Clerk
  - P Marie Parsons, Board Trustee
  - P Megan Lucas, Board Trustee
  - P Maria DeLa Rosa, Board Trustee

Administrative Attendance:

- P Stuart Packard, Superintendent
- P Hiedi Witcher, Assistant Superintendent/Principal

**2.0 Annual Organizational Meeting**

2.0 Elect President and Clerk of the Board

Regina Houchin as President and Richard Garcia as clerk of the board.

Motion: Richard Garcia      Second: Megan Lucas      Ayes: 5      Noes: 0

2.1 Select Representative to the County Committee on School District Organization and Alternate.

Marie Parsons as Representative to the County Committee and Megan Lucas as alternate.

Motion: Maria DeLa Rosa      Second: Richard Garcia      Ayes: 5      Noes: 0

2.2 Completed signature card for KCSOS.

**Pg. 1-5**

**3.0 Courtesy to Visitors**

- 3.0 Members of the audience may address the Board regarding non-agenda items. Comments and presentations shall be limited to three (3) minutes per person per topic. A maximum of thirty (30) minutes shall be allocated to this agenda topic.

#### **4.0 Consent Items**

- 4.0 Approval of Minutes for Regular Board Meeting held on November 9, 2020. **Pg. 6-8**
- 4.1 Approve Bill Warrants for November, 2020 in the amount of \$130,860.71
- 4.2 Approve Payroll for November, 2020 in the amount of \$141,798.07
- 4.3 Governing board to consider approval of interdistrict transfer for student from Taft City School District to attend Buttonwillow Elementary for 2020-2021. **Pg. 9**
- 4.4 Personnel:
- 4.4.1 Serena, the new Program Coordinator of the Resource center, was not able to be present, but will be at the January meeting.
- 4.4.2 Discussion
- 4.5 Governing Board to acknowledge the letter sent on December 3, 2020 to the Kern County Public Health Department informing of Buttonwillow Union School District's plan to continue reopening under state and local guidelines. **Pg. 10**

Motion: Megan Lucas      Second: Maria DeLa Rosa Ayes: 5      Noes: 0

#### **5.0 Communications**

- 5.0 Upcoming calendar events

#### **6.0 Reports**

- 6.0 Superintendent: J. Stuart Packard
- 6.0.1 Reopening Update
- 6.0.2 Solar Update
- 6.0.3 Update on Sale of Real Property
- 6.0.4 Williams-Valenzuela Annual Report **Pg. 11-15**
- 6.1 Assistant Superintendent/Principal: Hiedi Witcher
- 6.1.1 Resource Center Program Coordinator
- 6.1.2 Winter Session
- 6.1.3 LCAP Budget for Parents
- 6.2 Maintenance and Operations: Steven Santillan
- 6.3 Trustees:
- 6.3.1 Regina Houchin – Foundation Report – No meeting this month
- 6.3.2 Megan Lucas – Appreciates that we are doing just morning session, in order to clean the classrooms effectively.

#### **7.0 Discussion/Action**

- 7.0 No items pulled from the Consent Agenda.
- 7.1 Discuss First Interim Report and make Positive Certification that projections indicate the District's ability to meet its financial obligations for the current year and two subsequent years. **Pg. 16-22**
- Motion: Megan Lucas      Second: Maria DeLa Rosa Ayes: 5      Noes: 0
- 7.2 Governing Board to review and consider approval of LCAP Summary Budget review for parents. **Pg. 23-25**
- Motion: Maria DeLa Rosa      Second: Marie Parsons      Ayes: 5      Noes: 0

- 7.3 Review and consider approval of Resolution 210006 regarding the Annual Accounting of Development Fees (Fund 25) for the 2019-2020 Fiscal Year, and announce that the Annual Accounting Document will be available for publication beginning December 1, 2020 in the district office. **Pg. 26-33**  
Motion: Richard Garcia Second: Megan Lucas Ayes: 5 Noes: 0
- 7.4 Discuss and consider approval of resolution 210010 regarding the release of impounded fees from the Kern County Auditor-Controller office. **Pg. 34-38**  
Motion: Marie Parsons Second: Maria DeLa Rosa Ayes: 5 Noes: 0
- 7.5 Governing Board to approve the renewal of the Special Education contract between Rio Bravo Greeley School District and Buttonwillow Union School District. **Pg. 39-46**  
Motion: Maria DeLa Rosa Second: Megan Lucas Ayes: 5 Noes: 0
- 7.6 Governing Board to review and consider approval to designate the Superintendent as the primary contact for HVAC system upgrade in the Gym, and allow the project to begin.

\*\*\*\*TABLED\*\*\*\*

- 7.7 Governing board to acknowledge return of original deposit for initial highest bid for sale of surplus property, due to incompleteness of escrow.

\*\*\*\*TABLED\*\*\*\*

- 7.8 Governing Board to acknowledge secondary bid to be accepted in the amount of \$170,000.00 with a 30 day escrow.

\*\*\*\*TABLED\*\*\*\*

Ultimate decision is to not progress with any sale until a written letter from the attorney is provided to make an action on the sale of the property.

- 7.9 Governing Board to review and consider approval of the proposed 2020-2021 Buttonwillow School District Board Meeting Calendar. **Pg. 47**

Motion: Marie Parsons Second: Maria DeLa Rosa Ayes: 5 Noes: 0

## 8.0 Adjournment

After no further business, Regina Houchin called the meeting to adjourn at: 8:13 PM.

The next regularly scheduled Board Meeting will be held on  
January 11, 2021 at 6:00 PM.

*Any materials required by law to be made available to the public prior to a meeting of the Board of Trustees of the District can be inspected at the following address during normal business hours: 42600 Highway 58, Buttonwillow, CA 93206.  
For information regarding how, to whom, and when a request for disability-related modification or accommodation, including auxiliary aids or services, may be made by a person with a disability who requires a modification or accommodation to participate in the public meeting, please contact the Superintendent at least two days before the meeting date.*