

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

DATE: December 12, 2022
TIME: 6:00 PM
PLACE: Board Room, James D. Murphy Learning Center

1.0 Convene Open Session

- 1.1 Meeting called to order by Regina Houchin at 6:00 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 Maria De La Rosa, Board Trustee
 - P Megan Lucas, Board Trustee
 - P Mariela Ruiz, Board Trustee

Administrative Attendance:

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

2.0 Annual Organizational Meeting

- 2.1 Regina Houchin, Richard Garcia, and Mariela Ruiz took Oath of Office and sworn in by Stuart Packard, Superintendent.

- 2.2 Elected President and Clerk of the Board

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

Motion: Megan Lucas Second: Mariela Ruiz Ayes: 5 Noes: 0

- 2.3 Selected Representative to the County Committee on School District Organization and Alternate.

Megan Lucas as Representative to the County Committee and Maria De La Rosa as alternate.

Motion: Richard Garcia Second: Mariela Ruiz Ayes: 5 Noes: 0

- 2.4 Completed signature card for KCSOS.

- 2.5 Governing board approved of the proposed School Board Meeting Dates calendar for 2023.

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

3.0 Courtesy to Visitors

3.1 No visitors wanted to comment.

4.0 Consent Items

4.1 Approval of Minutes for Regular Board Meeting held on November 14, 2022. **Pg. 3-4**

4.2 Approval of Minutes for the Special Board Meeting held on December 7, 2022. **Pg. 5**

4.2 Approve Bill Warrants for November, 2022 in the amount of \$153,157.61 **Pg. 6-17**

4.3 Approve Payroll for November, 2022 in the amount of \$266,838.73.

4.4 Governing board to approve updates to Board Policy 4119.11, 4219.11, and 4319.11.

Pg. 18-21

4.5 Governing board to approve updates to Administrative Regulation 4119.11, 4219.11, and 4319.11. **Pg. 22-28**

4.6 Governing board to acknowledge the buyback of 346 Chromebooks for recycling.

Pg. 29-30

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

5.0 Communications

5.1 Upcoming calendar events

5.1.1 Fourth Grade Mission Trip, Christmas Program, Soccer home game with Alpaugh, Minimum day early out on December 23rd.

6.0 Reports

6.1 Superintendent: Update of school, field trips, COVID impact, growth in reading instruction.

6.2 Assistant Superintendent: Revamping expanded learning, offering a variety of sessions, and extending to ten weeks. Library incorporation will not be possible until at least January, new after school options available. New teachers are progressing and have been working to gain their credentials.

6.3 Maintenance and Operations: Plumbing work to be done through H&A throughout the winter break.

6.4 Trustees: Megan Lucas asked about the smartboard removal, and if there would be an installation of the traditional whiteboards for the teachers to use in their classrooms. Rewards for eighth grade for performing appropriately.

7.0 Discussion/Action

7.1 No items pulled from the Consent Agenda.

7.2 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. 31**

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

7.3 Governing board adopted resolution 23-0006, allowing J. Stuart Packard as the continued signer and oversight for the Buttonwillow Preschool Program for 2023-2024, and adding Hiedi Witcher as an alternate signer and oversight for the Buttonwillow Preschool Program for 2023-2024. **Pg. 32**

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

Roll Call Vote: Regina Houchin _ Richard Garcia_ Megan Lucas_ Maria dela Rosa_ Mariela Ruiz__

7.4 Governing board approved MOU between Kern County Library System and Buttonwillow Union School District.

****TABLED****

- 7.5 Governing board approved Resolution 23-0007 for the Impoundment of Local Tax Revenues to Anticipate Pending Claims and/or Litigation.

Pg. 33-37

Motion: Megan Lucas Second: Mariela Ruiz Ayes: 5 Noes: 0

Roll Call Vote: Regina Houchin _ Richard Garcia_ Megan Lucas_ Maria dela Rosa_ Mariela Ruiz__

- 7.6 Governing board adopted the 2021 Kern County Consortium SELPA Procedural Manual in order to comply with CDE procedural requirements.

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

- 7.7 Governing board approved Empire Cabling, Inc.'s proposal to install an IDF and fix the marquee sign. **Pg. 38-39**

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

- 7.8 Governing board denied interdistrict transfer of Greenfield student to attend Buttonwillow Elementary School. **Pg. 40**

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

- 7.9 Governing board approved MOUs between Point Loma University and Buttonwillow Union School District. **Pg. 41-57**

Motion: Megan Lucas Second: Mariela Ruiz Ayes: 5 Noes: 0

- 7.10 Governing board approved second amendment to contract of employment (Superintendent). **Pg. 58-59**

The Board President announced consideration of a proposed amendment to the employment contract for the Superintendent. She reported that the proposed amendment calls for a nine percent increase to the salary schedule for the position, effective July 1, 2022, which she stated is commensurate with the percentage increase granted to certificated employees as of that date. She reported there were no other changes to the contract. On motion by Trustee Megan Lucas, seconded by Trustee Mariela Ruiz, the Board approved the amendment by the following vote or abstention of those members present:

Motion: Megan Lucas Second: Mariela Ruiz Ayes: 5 Noes: 0

- 7.11 APPOINTMENT OF LABOR NEGOTIATOR(S) (Government Code section 54957.6)
The Board will consider and possibly take action to appoint one or more labor negotiator(s) to represent the Board in discussing salary and benefits with candidates for an unrepresented employee position (Superintendent). The Board will identify in open session any representatives designated.

Appointed Persons: Regina Houchin and Richard Garcia

Motion: Mariela Ruiz Second: Megan Lucas Ayes: 5 Noes: 0

8.0 Closed Session

8.1 Public employee discipline/dismissal/release.

8.2 CONFERENCE WITH LABOR NEGOTIATOR(S) (Government Code Section 54957.6)
Agency Designated Representatives as announced in open session.
Unrepresented Candidate for Employment
Position: Superintendent

Open:6:50

Closed: 7:29

9.0 Adjournment

After no further business, Regina Houchin called the meeting to adjourn at: 7:30 PM.

The next regularly scheduled Board Meeting will be held on
January 9, 2023 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.