



**BUTTONWILLOW UNION SCHOOL DISTRICT**  
42600 Highway 58  
Buttonwillow, CA 93206

**Minutes of Regular Board Meeting  
Held on November 12, 2018**

**Members Present:**

Regina Houchin, President  
Richard Garcia  
Marie Parsons  
Megan Lucas  
Maria De La Rosa

**Members Absent:**

None

**Administrators Present:**

Stuart Packard, Superintendent  
Hiedi Witcher, Assistant Superintendent/Principal

**1.0 Convene Open Session**

- 1.1 The meeting was called to order at 6:01 p.m. by President, Regina Houchin. The flag salute was led by Marie Parsons.

**2.0 Courtesy to Visitors**

- 2.1 The First and Second Grade teachers shared pictures of the Parent Club-sponsored Halloween event for Buttonwillow students. Following the activity, the teachers used the opportunity to demonstrate how to write thank you notes. They shared samples of the notes with the Board members.

**3.0 Consent Items**

3.1-3.4

Motion: Parsons

AYES: 5

NOES: 0

Second: De La Rosa

ABSENT: 0

**4.0 Communications**

- 4.1 Board member mail was distributed.  
4.2 Mr. Packard discussed calendar events.  
4.3 Board members were reminded of the Recognition dinner Friday, November 16.

- 4.4 Information regarding nominations for CSBA Delegate Assembly were discussed.

**5.0 Reports**

- 5.1 Superintendent: Mr. Packard discussed
  - a. STEM Academy students
  - b. Science Fair
  - c. Improvements being made on rental propertyState budget update
- 5.2 Assistant Superintendent: Mrs. Witcher discussed
  - a. After school programs
  - b. ELPAC data
- 5.3 Trustees Report:
  - a. Mrs. Houchin announced the annual Christmas parade will be held December 8 at 4:00 p.m., which coordinates with the Recreation Center’s plan for the tree lighting ceremony.

**6.0 Closed Session**

The meeting convened to Closed Session to discuss Negotiations at 6:42 p.m. Dana Baugh, Administrative Assistant was invited to attend.

**7.0 Reconvene to Open Session**

- 7.1 The meeting reconvened at 7:50 p.m. The Board announced they were in agreement with the costs of the Collective Bargaining Agreement, based on the County’s certification of the District’s ability to meet the costs.

**8.0 Discussion/Action Items**

- 8.1 There were no items pulled from the Consent Agenda.
- 8.2 Approval of Interdistrict Attendance Agreement Request of parent of Kindergarten student to attend Buttonwillow School.  
Motion: De La Rosa Second: Lucas  
AYES: 5 NOES: 0 ABSENT: 0
- 8.3 Letter dated September 15, 2018 confirming District’s ability to meet financial obligations for the current year and two subsequent years was acknowledged.
- 8.4 Approval of setting December 10, 2018 for Annual Organizational Meeting.  
Motion: Lucas Second: De La Rosa  
AYES: 5 NOES: 0 ABSENT: 0
- 8.5 Acknowledge Final Program Bill-back 2017-2018, Special Education costs.

- 8.6 Approval of Buttonwillow Union School District Transportation Safety Plan.  
Motion: Garcia Second: Parsons  
AYES: 5 NOES: 0 ABSENT: 0
- 6.7 Acknowledged consideration of Application and Funding Criteria for the Full-Day Kindergarten Facilities Grant Program.
- 6.8 Approval of attendance to the SSDA Board of Trustees training in Visalia, Saturday, January 19, 2019.  
Motion: Garcia Second: Parsons  
AYES: 5 NOES: 0 ABSENT: 0
- 6.9 Consider approval of Energy Management Services Agreement.  
Mr. Packard recommended no vote as cost savings was minimal.
- 6.10 Discussion of Eco Green Energy Audit.
- 6.11 Approval of commitment to Kern Pledge.  
Motion: De La Rosa Second: Parsons  
AYES: 5 NOES: 0 ABSENT: 0
- 6.12 Discussion of pest infestation
- 6.13 Discussion of long term facility improvements/replacements.
- 6.14 Discussion of sale of school property.
- 6.15 Discussion of District becoming School of Choice.

**7.0 Convene to Closed Session**

- 7.1 President Regina Houchin adjourned the meeting at 7:12 p.m. to Closed Session.

**8.0 Reconvene to Open Session**

- 8.1 The meeting reconvened at 7:42 p.m. President Regina Houchin reported no action had been taken.

**9.0 Adjournment**

- 9.1 Having no further business, the meeting was adjourned at 7:45 p.m.