



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

**Minutes of Regular Board Meeting  
Held on July 11, 2019**

**Members Present:**

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

**Administrators Present:**

Stuart Packard, Superintendent  
Hiedi Witcher, Assistant Superintendent/Principal

**1.0 Convene Open Session**

- 1.1 The meeting was called to order at 6:07 p.m. by President, Regina Houchin. The flag salute was led by Maria DeLa Rosa.

**2.0 Courtesy to Visitors**

- 2.1 No visitors.

**3.0 Consent Items**

- 3.1 Approval of Items 3.1-3.7.  
Motion: DeLa Rosa                      Second: Lucas  
AYES: 5                      NOES: 0                      ABSENT: 0

**4.0 Communications**

- 4.1 Mr. Packard discussed calendar events.

**5.0 Reports**

- 5.1 Superintendent: Mr. Packard discussed:  
a. New Preschool Teacher  
b. Summary Report of Special Board Meeting  
5.2 Assistant Superintendent/Principal: Mrs. Witcher discussed:  
a. AVID Summer Institute  
5.3 Maintenance and Operations  
a. Attendance at M&O meeting; discussion of earthquake safety  
5.4 Trustees  
a. Discussion of track and field maintenance

## **6.0 Discussion/Action Items**

- 6.1 There were no items pulled from the Consent Agenda.
- 6.2 Approved Interdistrict Attendance Agreement Request of parents of 2<sup>nd</sup>, 4<sup>th</sup>, and 8<sup>th</sup> grade students to attend Rio Bravo Greeley Union School for the 2019-2020 school year.  
Motion: Parsons Second: Garcia  
AYES: 5 NOES: 0 ABSENT: 0
- 6.3 Approved Interdistrict Attendance Agreement Request of parent of 3<sup>rd</sup> grade student to continue to attend Buttonwillow Union School District for 2019-2020.  
Motion: Garcia Second: Lucas  
AYES: 5 NOES: 0 ABSENT: 0
- 6.4 Approved Interdistrict Transfer Agreement Request of 1<sup>st</sup> grade student to attend Rio Bravo Greeley Union School District for the 2019-2020 school year.  
Motion: Parsons Second: DeLa Rosa  
AYES: 5 NOES: 0 ABSENT: 0
- 6.5 Approved Agreement with KCSOS to provide ongoing support in the connection, use, and training of QSS/OASIS system.  
Motion: Lucas Second: DeLa Rosa  
AYES: 5 NOES: 0 ABSENT: 0
- 6.6 Approved of Memorandum of Understanding for County Level Educational Services for K-6 students.  
Motion: Garcia Second: Parsons  
AYES: 5 NOES: 0 ABSENT: 0
- 6.7 Approved Memorandum of Understanding with Point Loma Nazarene University concerning the delivery of post-baccalaureate programs for a term beginning July 1, 2019 and continuing through August 31, 2023.  
Motion: Garcia Second: Lucas  
AYES: 5 NOES: 0 ABSENT: 0
- 6.8 Discussion of membership with California School Board Association.
- 6.9 Discussion of Small School District Association Board Policy Manual and Maintenance program.
- 6.10 Acknowledge Quarterly Report on Williams Uniform Complaint, with no complaints filed from April 1, 2019 through June 30, 2019.

## **7.0 Closed Session**

- 7.1 The meeting was adjourned at 7:05 p.m. to Closed Session to discuss Public Employee Appointment (Other than Compensation)  
Job Title: Superintendent
- 7.2 Conference with Labor Negotiator, Regina Houchin (Government Code Section 54957.6)  
Unrepresented Position: Superintendent

## **8.0 Open Session**

- 8.1 Following discussion, President Regina Houchin reconvened the meeting. The Board President stated that the Board would consider an amendment to the 2018-2021 contract of employment for the Superintendent. The Board President made an oral report summarizing the compensation and fringe benefits reflected in the proposed contract, which consisted of an increase in annual salary to \$147,771.00 effective July 1, 2018 pursuant to a revised salary schedule, together with an increase in work days from 225 to 235, based on increased responsibility necessary for the Superintendent to administer the State Preschool. When the impact of the increase in work days is factored in, this will result in an effective increase in salary of 2.5% for 2018-2019, which is less than the percentage increase provided to the majority of District employees effective as of that date and reflects an increase in responsibility in terms of added work days.

A motion was made by Trustee Garcia, seconded by Trustee Lucas, to approve the amendment to the Superintendent's 2018-2021 employment contract as circulated and summarized in the oral report, based on the need for an increase in responsibility and corresponding work days to administer the State Preschool and the desire to provide a percentage increase similar to that received by the majority of staff. The motion was approved by the following vote of each member present.

AYES: 5 NOES: 0 ABSENT: 0

## **9.0 Adjournment**

- 9.1 Having no further business, the meeting was adjourned at 8:56 p.m.