

**SPENCER VALLEY SCHOOL DISTRICT
BOARD OF DIRECTORS BOARD MEETING AGENDA
SEPTEMBER 9, 2015**

In accordance with the Americans with Disabilities Act, if accommodations are required, please call the Board Secretary 48 hours in advance at 760-765-0336 and every effort will be made to accommodate your request.

In compliance with Government Code section 54957.5, non-exempt writings that are distributed to a majority or all of the board in advance of a meeting, may be viewed at Spencer Valley School. In addition, if you would like a copy of any record related to an item on the agenda, please contact Angie Brenner at 760-765-0336

Spencer Valley School District is committed to ensuring equal, fair, and meaningful access to employment and education services. Spencer Valley does not discriminate in any employment practice, education program, or educational activity on the basis and/or association with a person or group with one or more of these actual or perceived characteristics of age, ancestry, color, disability, ethnicity, gender, gender identity or expression, genetic information, marital status, medical condition, national origin, political affiliation, pregnancy and related conditions, race, religion, retaliation, sex (including sexual harassment), sexual orientation, Vietnam Era Veterans' status, or any other basis prohibited by California state and federal nondiscrimination laws respectively. The Superintendent is charged with overseeing, leading and directing the district's efforts to meet the legal obligations set forth in state and federal civil rights laws and regulations, employment and delivery of education services. Inquiries regarding nondiscrimination and civil rights should be directed to the Superintendent at 760-765-0336.

DATE: September 9, 2015
TIME: 5:00 P.M.
PLACE: SPENCER VALLEY SCHOOL DISTRICT, Conference Room

I. PRELIMINARY SECTION FOR REGULAR BOARD MEETING

- A. Call to Order
- B. Roll Call
- C. Welcome guests
- D. Approval of Minutes of the August 12th Regular Board Meeting
- E. Adoption of Agenda

II. PRESENTATIONS AND RECOGNITIONS

III. HEARING OF THE PUBLIC: This is an opportunity for citizens to address the Board in regard to items not on the agenda. Presentations are limited to 2 minutes per person, per topic.

VISITORS NOTE: If you wish to speak on an agenda item, please complete a card identifying the topic and give it to the secretary before the meeting.

IV. REPORT SECTION – Oral

- A. Staff Sharing
- B. Superintendent/Principal Report
- C. Enrollment
- D. Curriculum and Instruction
- E. Facility Update
- F. Business Report

V. CLOSED SESSION

- A. Per Government Code section 54956.9 (d)(1). CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION: OAH Case # 2014120575 & 2015050577.
- B. Per Government Code section 54954.5 (b). CONFERENCE WITH REAL PROPERTY NEGOTIATORS.

VI. RECONVENE IN OPEN SESSION

VII. ACTION ITEMS FOR CONSIDERATION AND APPROVAL

- A. Student transfer requests for the 15-16 school year.
- B. MOU between Julian Union School District and Spencer Valley for Use of a room at Julian Union School District from August 1 2015 through June 30, 2016.
- C. Approve process for filling Board vacancy created by the resignation of Frank Morgan.
- D. Readopt Board Meeting Calendar

A. Student transfer requests for the 15-16 school year.

PROPOSAL: To approve the student transfer requests.

BACKGROUND: One new student (6th grade) from JUSD into SVS and one returning student (6th grade) from RUSD into SVS. One student (Kindergarten) from SVS to JUSD.

BUDGET IMPLICATIONS: Schools rely on Average Daily Attendance (ADA) for funding.

RECOMMENDATION(S): To approve the requested transfers.

Motion: **Seconded:** **Approved:** **Abstained:** **Absent:**

B. MOU between Julian Union School District and Spencer Valley for Use of a room at Julian Union School District from August 1, 2015 through June 30, 2016.

PROPOSAL: To establish a contract that enables Julian Union School District (JUSD) to provide a room at JUSD for Spencer Valley Elementary School District's use.

BACKGROUND: As a condition of a settlement agreement, District shall be made available a room at JUSD, on days when school is in session, including during the ESY school period, according to the school calendar of the JUSD.

BUDGET IMPLICATIONS: TBD.

RECOMMENDATION: To approve the MOU.

Motion: **Seconded:** **Approved:** **Abstained:** **Absent:**

C. Approve process for filling Board vacancy created by the resignation of Frank Morgan.

PROPOSAL: Board member resignations prior to the term election date require that the Board replace the Board member within 60 days of the vacancy. The Board may vote to either order an election or make a provisional appointment.

Should the board vote to fill the vacancy by appointment, the following selection process timeline is proposed. Per Board policy, ads will be posted publically to solicit candidates, including the placement of an ad in the Julian News to run on September 16, 2015. Applications will be available by request or pick-up at the district office and must be returned to Julie Weaver at the district office by 12:00 noon on September 28, 2015. The Board will review candidate applications prior to the following Board meeting and ask the interested parties to attend the October 14, 2015 Board meeting for an interview and selection. A new Board member will be selected and sworn in at that time.

The candidate application needs to be approved by the Board and it is recommended the Superintendent and a chosen Board member develop confidential interview questions for use at the October 14, 2015 meeting.

BACKGROUND: Board member Frank Morgan resigned from the Board effective August 31, 2015. His Board position expires Dec. 2018.

BUDGET IMPLICATIONS: None.

RECOMMENDATION(S): To vote to fill the vacancy by appointment and approve the selection timeline and application and select a Board member to assist the Superintendent in developing interview questions.

Motion: **Seconded:** **Approved:** **Abstained:** **Absent:**

D. Readopt Board Meeting calendar.

PROPOSAL: To change the date of the monthly Board Meetings to the second Wednesday of each month at 5:00 P.M.

BACKGROUND: Currently Board Meetings are held on the second Thursday of each month at 5:30 P.M.

BUDGET IMPLICATIONS: None.

RECOMMENDATION(S): To approve the change in the Board Meeting calendar.

Motion: **Seconded:** **Approved:** **Abstained:** **Absent:**

VIII. CONSENT ITEMS

A. Approve August 2015 Commercial Warrants.

Motion: **Seconded:** **Approved:** **Abstained:** **Absent:**

IX. ADJOURNMENT

**DETAILED TIMELINE FOR GOVERNING BOARD APPOINTMENT
SPENCER VALLEY SCHOOL DISTRICT - 2015**

8/31/15	Vacancy created by resignation of Frank Morgan.
9/4/15	<p>Agenda distribution and posting</p> <ul style="list-style-type: none"> • Board action item: Approve process for filling governing board vacancy • Backup items: Vacancy procedures, proposed timeline, application form
9/9/15	<p>Meeting of Governing Board (open session)</p> <ul style="list-style-type: none"> • Vote to either make appointment or call election to fill vacancy • If appointment, discussion/approval of timeline, application form and procedures, possibly including: <ul style="list-style-type: none"> ○ Publicity (see below) ○ Decision that Board member and Superintendent will develop confidential interview questions; suggested questions may be requested
9/11/15	<ul style="list-style-type: none"> • Application available by request or for pick-up at district office • Publicity <ul style="list-style-type: none"> ○ Announcement in newspaper and sent to parents ○ Posting on website and at school, post office, etc. ○ Announcement at any community-based meetings
9/28/15	<p>Deadline at 12:00 noon for receipt of applications via mail, fax, or hand-delivery to District Office</p> <ul style="list-style-type: none"> • Contact Registrar of Voters to confirm candidates are registered voters and reside in the district [Elvira Vargas (858) 694-3404] • Notify candidates of time and location of interviews
10/9/15	<p>Board meeting agenda distribution and posting</p> <ul style="list-style-type: none"> • Board action item: Appointment to fill board vacancy • Backup items: Submitted applications
10/14/15	<p>Board Meeting (open session)</p> <ul style="list-style-type: none"> • Public comment on agenda item • Applicant interviews • Board discussion and vote on appointment • Administration of Oath of Office • Appointee serves until seat is filled at the November 2016 election to complete term expiring December 2018
10/30/15	<p>Sixtieth day-- If the board takes no action within the 60-day period, the County Superintendent of Schools shall call an election to fill the vacancy. [EC, § 5091(a)]</p>

**SPENCER VALLEY ELEMENTARY SCHOOL DISTRICT
4414 Highway 78/79, Santa Ysabel, CA 92070
760-765-0336**

Application for Governing Board Appointment*
THIS APPLICATION IS A PUBLIC RECORD

The appointee will hold office until December 2016. A successor will be elected at the 2016 election to complete the term, which expires in December 2018.

No additional materials may be submitted with this application.

QUALIFICATIONS:

Applicant must be a registered voter and a resident of the Spencer Valley Elementary School District. An employee of a school district may not be sworn into office as an elected or appointed member of that school district's governing board unless and until he or she resigns as an employee. [EC § 35107]

Certification of qualifications on page 5 must be signed by the applicant.

APPLICATION DEADLINE:

This application must be received no later than **September 28, 2015 at 12:00 p.m.** Applications may be mailed, faxed, or hand-delivered to:

Secretary to the Board/Superintendent Julie Z. Weaver
Spencer Valley Elementary School District Office
P.O. Box 159, Santa Ysabel, CA 92070
Phone: 760-765-0336
Fax: 760-765-3135

(Please type or print):

Name _____

Address _____

Telephone No. Home () _____ Business () _____

Years of Residence in the Spencer Valley Elementary School District _____

*This application was approved by the Spencer Valley Elementary School District Board on **September 9, 2015.**

**Spencer Valley Elementary School District
Application for Board Appointment**

QUALIFICATIONS: (Stay within space allowed for answers. Do not attach extra pages.)

1. Describe your educational, work and/or public service background.

2. Why do you wish to serve on the Board? What do you hope to accomplish?

**Spencer Valley Elementary School District
Application for Board Appointment**

3. What skills, abilities, and experience would you bring to the Board to assist in carrying out its responsibilities?
4. List your involvement in activities that demonstrate your understanding and support for public education, such as membership on committees/organizations, offices held, volunteer work, and community service.

**Spencer Valley Elementary School District
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5. List, in order of importance, the major issues confronting public education and, specifically, the Sample School District.

6. Explain the mission of the Sample School District.

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Application for Board Appointment**

CERTIFICATION OF QUALIFICATIONS:

I understand that this application is a public document and may be requested under provisions of the Public Records Act and/or be available to the public on the Spencer Valley Elementary School District website.

I understand that upon appointment I would be required to file a Conflict of Interest Statement and take an Oath of Office.

I certify I am not disqualified to hold this office because of a conviction of any of the crimes on the attached list and further certify I am not otherwise disqualified under the California Constitution or statutes from holding public office.

I certify I am a registered voter and that I reside within the Spencer Valley Elementary School District boundaries.

I attest the foregoing information is true to the best of my knowledge.

Signature of Applicant

Date

Information contained on this application may be subject to verification.

The following is a list of crimes, conviction of which precludes a person from holding public office in the State of California. Conviction of these crimes renders a person “forever disqualified from holding any office in this state.”

- *Bribing executive officer (Penal Code § 67)*
- *Officer asking or receiving bribes (Penal Code §§ 68, 88)*
- *Receiving gratuity for appointment to office (Penal Code § 74)*
- *Judicial Officer who has asked for or received emoluments, gratuities, rewards, or the fee of a stenographer (Penal Code § 94)*
- *Giving or offering bribe to Councilman or Supervisor (Penal Code § 165)*
- *Misappropriation of public funds (Penal Code § 424)*
- *Interference with work or discipline of, or giving certain articles to prisoners (Penal Code § 2772)*
- *Interference with or giving certain articles to convicts (Penal Code § 2790)*
- *Officer making contracts in which he or she is interested (Government Code § 1097)*
- *Members of the Legislature convicted of any crime (Government Code § 9055)*
- *Corrupting the voting process (Election Code § 18501)*

Please note that in addition to the above restrictions, Government Code § 1126 prohibits any local agency official from engaging

“in any employment, activity, or enterprise for compensation which is inconsistent, incompatible, in conflict with, or inimical to his or her duties as a local agency officer or employee or with the duties, functions, or responsibilities of his or her appointing power or the agency by which he or she is employed.”

School Districts

1. Why are you interested in becoming a member of the Board of Trustees?
2. Please describe your public service and community involvement, and the skills you would bring to the Board?
3. In your opinion, what is the role of the Board of Trustees?
4. What do you see as the role and responsibilities of a school board member?
5. Please discuss your understanding of the differences between the roles of the Superintendent and other administrators and the role of the Board?
6. Please discuss your understanding of the relationship between the Trustees and the administrators, staff, and students of the Sample School District?
7. What are you proud of in the Sample School District? What, if any, areas for improvement should the Board address?
8. What do you see as the major challenges facing the Sample School District?
9. What would you like to accomplish as a Board Member? What are some of your highest priorities and why?
10. If a board member feels strongly about a matter, but his or her position is not supported by the board, how should this trustee conduct himself or herself?
11. Service on the Board requires significant amount of time for meetings, studying issues, and other activities. How much time do you anticipate you will have to devote to the Board and what other commitments do you have?
12. If major reductions in funding were to occur, what would be your priorities for the most important programs or services to retain?
13. What questions do you have for the board to help you prepare to take on this commitment if chosen?
14. Tell us about yourself. What special background, experiences, strengths, or talents do you have to contribute to the board?
15. Given your role and responsibility as a board member, outline in general your approach to dealing with parents, teachers and other individuals who may come to you to express grievances?
16. Have you had experience working with decision-making teams? How would you try to form consensus around a contentious issue?

Warrant Board Listing - AUGUST 2015

Warrant ID	VENDOR NAME	DATE	AMOUNT	DESCRIPTION
14048757	BLICK ART MATERIALS	8/12/15	326.50	ART SUPPLIES
14049124	BLICK ART MATERIALS	8/14/15	48.17	ART SUPPLIES
14051054	SCHOOL OUTFITTERS	8/31/15	414.61	CHAIRS-OSH
14047663	HEIDI SCHLOTFELDT	8/3/15	107.12	CLASSROOM MATERIALS
14049127	JASPER, ALLYSON	8/14/15	96.00	CLASSROOM SUPPLIES
14049271	POTTER, TORY	8/17/15	377.92	CLASSROOM SUPPLIES
14050174	ROCHESTER 100 INC.	8/24/15	64.80	CLASSROOM SUPPLIES
14050872	SCHOOL MATE	8/28/15	115.50	CLASSROOM SUPPLIES
14047663	HEIDI SCHLOTFELDT	8/3/15	208.30	CLASSROOM-NON-CAP. MATERIALS
14050873	VISTA HILL	8/28/15	338.00	COUNSELING
14048764	SAN DIEGO COUNTY OFFICE OF	8/12/15	200.00	CURRICULUM - WRITE
14048758	COSTCO WHOLESAL	8/12/15	202.22	LUNCH PROGRAM
14048759	DON'S MARKET	8/12/15	14.14	LUNCH PROGRAM
14049123	BERGSTROM, VICKI	8/14/15	24.53	LUNCH PROGRAM
14050335	WRIGHT, CANDACE	8/25/15	7.96	LUNCH PROGRAM
14048302	VACA'S CARPET	8/7/15	547.00	MAINTENANCE CARPET CLEANING
14049129	WEAVER, JULIE Z.	8/14/15	31.90	MAINTENANCE FIRE ALARM BATTERIES
14047823	CINTAS FIRE PROTECTION	8/4/15	818.54	MAINTENANCE FIRE SAFETY
14048482	BURNETT, RAY	8/10/15	36.16	MAINTENANCE KEYS
14048760	HOME DEPOT CRC	8/12/15	390.66	MAINTENANCE SUPPLIES
14048763	RANSOM - MAIN ST	8/12/15	46.19	MAINTENANCE SUPPLIES
14050177	SPENCER VALLEY SCHOOL	8/24/15	158.04	MAINTENANCE SUPPLIES
14049121	STARR, A	8/14/15	100.00	MAINTENANCE TRACTOR RENTAL
14048756	B.A. KERESZTURY	8/12/15	355.00	MAINTENANCE WATER SAMPLING
14050171	NWEA	8/24/15	607.50	MAP TESTING
14047825	OFFICE DEPOT	8/4/15	16.52	MATERIALS & SUPPLIES
14048758	COSTCO WHOLESAL	8/12/15	38.27	MATERIALS & SUPPLIES
14047662	BURNETT, RAY	8/3/15	1444.85	NET PAY FOR JULY
14049123	BERGSTROM, VICKI	8/14/15	275.42	NON-CAP EQUIPMENT/TECHNOLOGY
14048761	OFFICE DEPOT	8/12/15	374.48	OFFICE SUPPLIES

Warrant Board Listing - AUGUST 2015

Warrant ID	VENDOR NAME	DATE	AMOUNT	DESCRIPTION
14049128	OFFICE DEPOT	8/14/15	52.47	OFFICE SUPPLIES
14050172	OFFICE DEPOT	8/24/15	289.38	OFFICE SUPPLIES
14050335	WRIGHT, CANDACE	8/25/15	16.92	OFFICE SUPPLIES
14050871	OFFICE DEPOT	8/28/15	423.46	OFFICE SUPPLIES
14049272	FITNESS TRAILS AMERICA, LLC	8/17/15	6297.00	PAR COURSE DEPOSIT
14048162	SPENCER VALLEY SCHOOL	8/6/15	55.12	POSTAGE
14049125	CSG VISUAL COMM.	8/14/15	1859.92	PROMETHEAN BOARD-OSH
14047824	MYERS STEVENS-PUPIL INSURANCE	8/4/15	407.70	PUPIL INSURANCE
14048301	HATCH & CESARIO, ATTORNEYS-AT-LAW	8/7/15	1737.97	SPED-SVS-LEGAL
14049119	Law Office of T Whiteleather Client Trust Acct	8/14/15	150000.00	SPED-SVS-LEGAL
14050170	LOZANO SMITH	8/24/15	985.50	SPED-SVS-LEGAL
14050870	Dannis Woliver Kelly	8/28/15	2493.00	SPED-SVS-LEGAL
14048754	E-THERAPY	8/12/15	225.00	SPED-SVS-SPEECH
14050175	SAN DIEGO COUNTY SPEECH & PATH	8/24/15	210.00	SPED-SVS-SPEECH
14050177	SPENCER VALLEY SCHOOL	8/24/15	83.21	STAFF DEVELOPMENT
14049128	OFFICE DEPOT	8/14/15	237.58	STORAGE SYSTEM-SEA TRAIN
14049120	BRAINPOP LLC	8/14/15	160.00	SUBSCRIPTION - BRAINPOP
14049127	JASPER, ALLYSON	8/14/15	310.00	T&C-HOUSING/PARKING
14049271	POTTER, TORY	8/17/15	17.30	T&C-TRANSPORTATION
14048162	SPENCER VALLEY SCHOOL	8/6/15	194.38	TEXTBOOKS
14048762	PEARSON EDUCATION	8/12/15	433.84	TEXTBOOKS
14048765	SPENCER VALLEY SCHOOL	8/12/15	108.32	TEXTBOOKS
14048755	MCGRAW-HILL EDUCATION	8/12/15	280.98	TEXTBOOKS
14050168	HOUGHTON MIFFIN HARCOURT PUBLISHING	8/24/15	98.71	TEXTBOOKS
14050173	PEARSON EDUCATION	8/24/15	18.63	TEXTBOOKS
14050177	SPENCER VALLEY SCHOOL	8/24/15	13.97	TEXTBOOKS
14047822	CPM EDUCATIONAL PROGRAM	8/4/15	2025.71	TEXTBOOKS - MATH
14049271	POTTER, TORY	8/17/15	188.49	TEXTBOOKS/CURRICULUM
14050169	SUNBURST DIGITAL, INC.	8/24/15	999.90	TYPE TO LEARN 4
14049122	AT&T/CALNET 3	8/14/15	34.18	UTILITIES-ATT/CALNET
14050176	SAN DIEGO GAS & ELECTRIC	8/24/15	519.57	UTILITIES-ELECTRIC
14049126	DATABASE SYSTEMS CORP	8/14/15	25.00	UTILITIES-ALL CALL SYSTEM
14050178	VERIZON	8/24/15	30.46	UTILITIES-STAFF MIFI
14049434	EPS LITERACY & INTERVENTION	8/18/15	405.00	WORDLY WISE

\$179,024.97