

**REGULAR MEETING  
OF THE  
SANTA MARIA JOINT UNION HIGH SCHOOL DISTRICT  
BOARD OF EDUCATION**

A regular meeting of the Board of Education of the Santa Maria Joint Union High School District was held in the Support Services Center on August 8, 2012, with a closed session at 5:30 p.m. and open session at 6:30 p.m. Members present: Tognazzini, Walsh, Garvin and Karamitsos. Absent: Reece

**Open Session**

President Garvin called the meeting to order at 5:30 p.m. There were no public comments, and the meeting was adjourned to closed session at 5:32 p.m.

**Adjourn to Open Session**

President Garvin called the open session to order at 6:30 p.m. Dr. Walsh led the flag salute.

**Announce Closed Session**

Certificated and Classified Personnel Actions. The Board approved hiring, transfers, promotions, evaluations, terminations, and resignations as reported by the Assistant Superintendent, Human Resources.

Dr. Garvin announced that the Board has chosen Dr. Mark Richardson, the finalist, as the new superintendent. The Board will formally approve Dr. Richardson's contract at the September 12, 2012 board meeting. Dr. Richardson thanked the board for their confidence in his selection as the new District Superintendent. He looks forward to working with the SMJUHSD.

Conference with Labor Negotiators. The Board was updated concerning negotiations with the Faculty Association (California Teachers Association) and the California School Employees Association (CSEA). Update

Conference with Real Property Negotiator (Pursuant to Government Code Section 54956.8). The Board was updated on real property negotiations and provided Dr. Hearn further direction.

Government Code Section 54957, Public Employee Appointment: New Superintendent – This item was removed from the agenda.

**Items Scheduled for Information**

**Superintendent's Report**

**Introduction of new management personnel.**

## **REGULAR MEETING**

**August 8, 2012**

Dr. Hearn announced the following management changes: Danny Sheridan is the new Plant Manager at Righetti; he replaced Brian Drewniak. Leslie Martinez is filling the assistant principal position vacated by Marvin Atkins at Pioneer Valley. Management changes announced at May 2012 board meeting include new assistant principal Paul Robinson; he replaced Peter Haws at Santa Maria High School and Greg Dickinson replaced Assistant Principal, Lee Davis who retired in June.

### **Reports from Employee Organizations**

Krista Ballard, CSEA president, welcomed Dr. Richardson to the district. She reported on CSEA's annual conference where Governor Brown spoke with approximately 2000 attendees. One of the topics was his "Yes on 30 Proposal." Krista reminded those in attendance that the Health Fair is scheduled for Thursday, August 9, from 1:00 to 6:00 at the district office.

Lisa Walters, Faculty Association Representative, thanked the Board for their support of the upcoming August 23<sup>rd</sup> rally at Santa Maria High School. She asked for support of the Governor's budget and his "Yes on 30 Proposal." The rally will take place in front of the Ethel Pope Auditorium.

### **Board Member Reports**

Dr. Garvin reported that Dr. Reece participated in the interview and selection of the new superintendent via teleconference. Mr. Tognazzini reported on the caliber of the candidates and was pleased with the Board's selection. Dr. Karamitsos has returned from vacation and is ready to work. Dr. Garvin welcomed Frances Evans as the new Director of Special Education and Peter Haws, the new Director of Migrant/English Learner Program.

### **Items Scheduled for Action**

#### **Instruction**

#### **Instructional Materials Certifications for 2012-2013**

Pursuant to Education Code Section 60119, the governing board of a school district must conduct a public hearing to discuss "whether each pupil in each school in the district has, or will have prior to the end of the fiscal year, sufficient textbooks or instructional materials, or both, in each subject that are consistent with the content and cycles of curriculum framework adopted by the state board."

John Davis, Assistant Superintendent of Curriculum & Instruction, reported that District Resolution No. 3-2012-2013 indicates that the district has certified for 2012-2013 that Education Code Section 60119 has been followed. A public hearing was held with no public comment.

A motion was made by Dr. Walsh, seconded by Mr. Tognazzini and carried with a 4-0 roll call vote to adopt Resolution Number 3-2012-2013, which indicates that the district has fulfilled Education Code Section 60119.

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**August 8, 2012**

ROLL CALL:

Dr. Garvin	Yes
Dr. Karamitsos	Yes
Dr. Reece	Absent
Dr. Walsh	Yes
Mr. Tognazzini	Yes

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**SANTA MARIA JOINT UNION HIGH SCHOOL DISTRICT  
Resolution Number 3-2012-2013**

**SUFFICIENCY OF INSTRUCTIONAL MATERIALS - STATEMENT OF ASSURANCE**

WHEREAS, the governing board of Santa Maria Joint Union High School District, County of Santa Barbara, State of California, in order to comply with the requirements of Education Code 60119 held a public hearing on August 8 , 2012, at 6:30 pm, which is on or before the eighth week of school and which did not take place during or immediately following school hours, and;

WHEREAS, the governing board provided at least 10 days notice of the public hearing posted in at least three public places within the district that stated the time, place, and purpose of the hearing, and;

WHEREAS, the governing board encouraged participation by parents, teachers, members of the community, and bargaining unit leaders in the public hearing, and;

WHEREAS, information provided at the public hearing and to the governing board at the public meeting detailed the extent to which textbooks and instructional materials were provided to all students, including English learners, in the Santa Maria Joint Union High School District, County of Santa Barbara, and;

WHEREAS, the definition of “sufficient textbooks or instructional materials” means that each pupil has a textbook or instructional materials, or both, to use in class and to take home to complete required homework assignments, and;

WHEREAS, sufficient textbooks and instructional materials were provided to each student, including English learners, in mathematics, science, history-social science, and English/language arts, including the English language development component of an adopted program, consistent with the cycles and content of the curriculum frameworks, and;

WHEREAS, sufficient textbooks or instructional materials were provided to each pupil enrolled in foreign language or health classes, and;

WHEREAS, sufficient laboratory science equipment was provided for science laboratory classes offered in grades 9-12, inclusive;

Therefore, it is resolved that for the 2012-2013 school year, the Santa Maria Joint Union High School District, County of Santa Barbara, State of California has provided each pupil with sufficient textbooks and instructional materials consistent with the cycles and content of the curriculum frameworks.

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**Resolution 3-2012-2013 (page 2)**

**Sufficiency of Instructional Materials - Statement of Assurance**

I hereby certify the foregoing to be a full, true, and correct copy of a resolution duly adopted by the Board of Education of the Santa Maria Joint Union High School District, County of Santa Barbara, and State of California at a regular meeting of the said board on this 8<sup>th</sup> day of August, 2012.

PASSED AND ADOPTED THIS 8<sup>TH</sup> day of August, 2012 by the following vote:

ROLL CALL

AYES: Garvin, Karamitsos, Walsh, Tognazzini

NOES:

ABSENT: Reece

ABSTAIN:

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President/Secretary/Clerk of the Board of Education  
Santa Maria Joint Union High School District

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**General**

**Reclassification of Classified Employees**

The Reclassification Committee met to consider and evaluate the reclassification requests per the CSEA contract, Article XVIII. After a review of the responsibilities, the committee recommended the reclassification of the following classified positions effective July 1, 2012.

<b><u>Current Classification</u></b>	<b><u>Current Range</u></b>	<b><u>Recommended Classification</u></b>	<b><u>Recommended Range</u></b>
Migrant School Advisor (3 FTE's)	18	Migrant School Advisor	24

A motion was made by Dr. Walsh, seconded by Dr. Karamitsos and carried with a 4-0 vote to approve the recommendation of the Reclassification Committee as presented.

**Approval of MOU's between the District and CTA**

Tracy Marsh, Assistant Superintendent of Human Resources, reported that the District and the Faculty Association have agreed to an MOU (Memorandum of Understanding) for couples who are both bargaining unit members. The MOU affects couples who became married or registered as domestic partners after January 1, 2008. It does not affect Bargaining Unit Members who were a couple and receiving benefits before January 1, 2008 (prior to the moratorium agreed to by the parties in 2007). Bargaining Unit Members affected by this Agreement will have the option either to subscribe to two separate health and welfare plans or to subscribe to one health and welfare plan in which one is the subscriber and the other is a dependent. Money not used for subscribers who opt to be on their spouse's or partner's plan as a dependent will be divided evenly among 2012-13 members who are in the plan (approximately \$20 per member). Mr. Marsh reported that this MOU (effective for 2012-13 only) affects approximately 3 couples district-wide. MOU's do not become part of the bargaining unit contract unless negotiated.

A motion was made by Mr. Tognazzini, seconded by Dr. Walsh and carried with a 4-0 vote to approve the MOU with the Faculty Association Bargaining Unit.

**Joint Powers Agency (JPA) Approved Special Education Local Plan (SELPA) Revisions**

Local plan revisions were approved by the Santa Barbara County SELPA JPA Board between October 2011 and June 2012. The updates include policy revisions to the local plan that governs the SMJUHSD Special Education policy and procedures. Frances Evans, Director of Special Education, requested board approval in order to add and implement the following revisions to our District's local plan:

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### **SELPA Policy Revisions and JPA Board Approval Dates:**

#### October 2011

Policy 3204 Section II, Allocation of AB602 Income

Policy 3204 Section III, Summary of Funding Model Components

Policy 3204 Section XI, Funding Costs Associated with Due Process

Policy 3204 Section XII, Nonpublic School and Agency Costs

Policy 3204 Section XIV, SELPA Budget

Policy 3204 Appendix B Pg. 3, *Recommended Staffing Levels for Regional Programs*

Policy 8201 Participation in the SELPA Governance Structure

#### November 2011

Policy 6308, Meeting if the Individualized Education Program Team/Conducting an Individualized Education Program Team Meeting

Policy 6309, Individualized Education Program Review Required Meetings

Policy 6111, Assessment, Identification, and Placement of Emotionally Disturbed Students

Policy 6112, Referrals To and Exit from Regional Special Class Program

Policy 6113, Referrals to Programs for Students with Low Incidence/Severe Disabilities

Policy 6411, Designated Instruction and Services Provision

Policy 6435, Interagency Agreements

#### December 2011

Policy 6412, Designated Instruction and Services Caseload

Policy 3204 Section XII, Nonpublic School and Agency Cost, and Addition of Appendix F, Request to SBCSELPA to Access Nonpublic School (NPS) Funding

Policy 3204 Appendix A, Fiscal Allocation Plan Calculation Detail

Policy 3204 Appendix F, Request to SBCSELPA to Access Nonpublic School (NPS) Funding (addition to policy)

#### January 2012

Policy 2403, Composition of Membership (Community Advisory Committee- CAC)

Policy 2404, Appointment of Members (Community Advisory Committee - CAC)

Policy 3204 Appendix B, Recommended DIS FTE Support for Regional Programs by Program Type Chart

Policy 2301, Uniform Complaint Board Policy

Policy 2302, Complaint Process

Policy 2303, Procedures for Filing, Investigation and Resolution of Complaints

Policy 2304, Complaints Concerning SELPA Personnel

Policy 6208, Independent Educational Evaluations

#### February 2012

Local Plan Joint Exercise of Powers Agreement, *Parties*

Policy 3204 Section XII, Nonpublic School and Agency Costs

#### March 2012

Local Plan Policy 3204 Appendix B, Allowable Regional Program Administrative & Classified Clerical Support Charges

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May 2012

Policy 3204 Appendix B, Recommended Staffing Levels for Regional Programs

June 2012

Policy 6307, Parent Participation (as related to Individualized Education Program)  
Policy 3212, Nonpublic/State Residential School and Nonpublic Agency Financial Responsibility

The complete revised plan is posted on the District website at [www.smjuhsd.k12.ca.us](http://www.smjuhsd.k12.ca.us). A hard copy is available for viewing at the District Office (Special Education Office).

A motion was made by Dr. Walsh, seconded by Dr. Karamitsos and carried with a 4-0 roll call vote to approve the Local Plan Revisions as presented.

**ROLL CALL:**

Dr. Garvin	Yes
Dr. Karamitsos	Yes
Dr. Reece	Absent
Dr. Walsh	Yes
Mr. Tognazzini	Yes

**Reduction in Force for Classified Staff**

The Administration recommended reducing particular classified services for the 2012/13 school year. Mr. Marsh explained that this reduction affects one Grounds Maintenance II position. The position was funded by the Federal Jobs Bill and that funding expires in September. The employee affected will be placed on a 39 month rehire list and placed into a similar job should one become available.

Resolution No.4-2012-2013 authorizes the administration to proceed with the recommended reduction in force.

A motion was made by Dr. Karamitsos, seconded by Dr. Walsh and carried with a 4-0 vote to approve Resolution No. 4-2012-2013 which authorizes the administration to proceed with the recommended reduction in classified staff.

**ROLL CALL:**

Dr. Garvin	Yes
Dr. Karamitsos	Yes
Dr. Reece	Absent
Dr. Walsh	Yes
Mr. Tognazzini	Yes__



**REGULAR MEETING  
August 8, 2012**

**SANTA MARIA JOINT UNION HIGH SCHOOL DISTRICT  
RESOLUTION NUMBER 4-2012-2013**

**RESOLUTION IN SUPPORT OF REDUCTION OF CLASSIFIED SERVICES**

**WHEREAS**, the Superintendent recommends and the Board finds it is in the best interest of the District that certain services now being provided by the District be reduced due to lack of work or lack of funds to the following extent:

<u>Number of Positions</u>	<u>Classification</u>	<u>Disposition</u>
1	Grounds Maintenance II	Eliminate 8-hour assignment

**NOW, THEREFORE, BE IT RESOLVED THAT** the Superintendent is authorized and directed to issue a Notice of Layoff to the affected classified employee(s) of the District pursuant to California Education Code §45117 no later than 45 days prior to the effective date of the layoff for lack of work or lack of funds resulting from the reduction of services as set forth above.

This resolution was passed and adopted at a regular meeting of the Board of Education of the Santa Maria Joint Union High School District of Santa Barbara County, California, on August 8, 2012, by the following vote:

**ROLL CALL**

**AYES:** Garvin, Karamitsos, Tognazzini, Walsh

**NOES:**

**ABSENT:** Reece

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Board of Education President/Clerk/Secretary  
Santa Maria Joint Union High School District

**REGULAR MEETING**  
**August 8, 2012**

**Business**

**Authorized Signers for Santa Maria Joint Union High School District – Heritage Oaks Bank Accounts**

Yolanda Ortiz, Assistant Superintendent of Business, explained that Heritage Oaks Bank requires board action when changing authorized signatures on bank accounts held at their bank. The following accounts require signature changes:

**Safe Schools/Healthy Students Account:**

- Current signers are: Doug Kimberly, Superintendent; Diane Bennett, Asst. Supt./Business Services, and Yolanda Ortiz, Asst. Director/Fiscal Services.
- New authorized signers will be: Yolanda Ortiz, Asst. Supt./Business Services; Mary Andrade, Budget Manager, and Tracy Marsh, Asst. Supt./Human Resources.

**SMJUHSD Revolving Fund Account:**

- Current signers are: Doug Kimberly, Superintendent; Diane Bennett, Asst. Supt./Business Services; Brenda Hoff, Director/Fiscal Services and Yolanda Ortiz, Asst. Director/Fiscal Services.
- New authorized signers will be: Yolanda Ortiz, Asst. Supt./Business Services; Brenda Hoff, Director/Fiscal Services; Mary Andrade, Budget Manager, and Tracy Marsh, Asst. Supt./Human Resources.

**SMJUHSD Section 125 Plan Account:**

- Current signers are: Doug Kimberly, Superintendent; Diane Bennett, Asst. Supt./Business Services; Brenda Hoff, Director/Fiscal Services and Yolanda Ortiz, Asst. Director/Fiscal Services.
- New authorized signers will be: Yolanda Ortiz, Asst. Supt./Business Services; Brenda Hoff, Director/Fiscal Services; Mary Andrade, Budget Manager, and Tracy Marsh, Asst. Supt./Human Resources.

**SMJUHSD Cafeteria Account:**

- Current signers are: Doug Kimberly, Superintendent; Diane Bennett, Asst. Supt./Business Services; Brenda Hoff, Director/Fiscal Services and Yolanda Ortiz, Asst. Director/Fiscal Services.
- New authorized signers will be: Yolanda Ortiz, Asst. Supt./Business Services; Brenda Hoff, Director/Fiscal Services; Mary Andrade, Budget Manager, and Tracy Marsh, Asst. Supt./Human Resources.

A motion was made by Dr. Karamitsos, seconded by Dr. Walsh and carried with a 4-0 vote to approve the authorized signers for the bank accounts at Heritage Oaks as indicated above.

## REGULAR MEETING

August 8, 2012

### Approve Contract for New Superintendent

The request for approval of the contract for the new District Superintendent was removed from the agenda. The contract will be presented for approval at the September 12, 2012 board meeting.

### Consolidated Application 2012–13 (Spring Data Collection)

The Santa Maria Joint Union High School District is requesting that the Board of Education approve the Consolidated Application for Funding for the 2012–2013 school year, which includes: Title I, improving the academic achievement of the disadvantaged; Title II–A, teacher and principal training and recruiting; Title III, English Learners; and Economic Impact Aid (EIA), a state categorical program that provides supplemental funds for services for English learners and compensatory education for economically disadvantaged students. These funds provide a wide array of instructional and supportive services to support student success in our district. Brenda Hoff, Director of Fiscal Services, added that Saint Joseph High School receives Title II funds via our district.

Ms. Hoff explained that this item is normally presented for approval in June. It is just now being presented due to the state changing the application process from paper to online. The Spring Data Collection was formerly referred to as Part One of the Consolidated Application.

A motion was made by Dr. Walsh, seconded by Dr. Karamitsos and carried with a 4–0 vote to approve the Consolidated Application for funding as presented.

### Consent Items

A motion was made by Mr. Tognazzini, seconded by Dr. Walsh and carried with a 4–0 vote to approve the following consent items as presented. *All items listed are considered to be routine and may be enacted by approval of a single motion. There will be no separate discussion of these items; however, any item may be removed from the consent agenda upon request of any member of the board and acted upon separately.*

#### A. Approval of Minutes

June 20, 2012- Regular Meeting  
July 11, 2012 – Regular Meeting  
July 24, 2012- Special Meeting

#### B. Approval of Warrants for the Month of June 2012

Payroll	\$1,352,332.45
Warrants	<u>1,669,273.57</u>
<b>Total</b>	<b><u>\$3,021,606.02</u></b>

#### C. Facility Report – **Appendix B**

## **REGULAR MEETING**

**August 8, 2012**

### **Open Session Public Comments**

There were no public comments.

### **Items not on the Agenda**

There were no items discussed which were not on the agenda.

### **Next Meeting Date**

Unless otherwise announced, the next regular meeting of the Board of Education will be held on September 12, 2012. Closed session begins at 5:30 p.m. Open session begins at 6:30 p.m. The meeting will be held at the Santa Maria Joint Union High School District Support Services Center at 2560 Skyway Drive, Santa Maria, CA 93455.

### **Future Regular Board Meetings:**

October 10, 2012

November 14, 2012

December 12, 2012

### **Adjourn**

The meeting was adjourned at 6:52 p.m.