

MARICOPA UNIFIED SCHOOL DISTRICT

Monday, August 20, 2018 - 6:30 P.M.

BOARD OF EDUCATION - SPECIAL BOARD MEETING AGENDA

DISTRICT LIBRARY

955 STANISLAUS STREET, MARICOPA, CALIFORNIA 93252



Welcome! Audience members desiring to address the Board on any item on the agenda are asked to submit a “Request to Speak” Gray Form for agenda items and Pink Form for non-agenda items for public comments to the Board President prior to the start of the meeting. When recognized by the Board President, stand in place or move to the podium and state your name for the record. For items not on the agenda, audience members may address the Board during “public comments.” Each speaker will have three (3) minutes to address the Board during “public comments” and twenty total minutes per topic. Please understand that the Board does not take action on non-agendized items. Times listed on the agenda are approximate. Every effort will be made to adhere to the time allotted for each item. As per legal requirements any materials made available to the public prior to a meeting can be inspected at the District Office during normal business hours. Please note: Board of Education meetings may be electronically recorded. The Board fully complies with all American with Disabilities Act’s requirements. Anyone needing special accommodation may contact the Superintendent’s office, 661/769-8231, 48 hours prior to the meeting date. **Thank you for your interest in the education of our students.**

TIME	ITEM	ITEM DESCRIPTION
6:30 p.m.	1. CALL TO ORDER:	Board president will call the special Board meeting to order. Time:
6:31 p.m. (4 min)	2. PRELIMINARY ITEMS:	
	2.1 Welcome	The Board president will provide a welcome and introduction to Board meeting proceedings.
	2.2 Flag Salute	The Board president will ask a board or audience member to lead the flag salute.
	2.3 Roll Call: Board of Education Members, Student Board Members and Administration	<input type="checkbox"/> Rene Adamo, Board President <input type="checkbox"/> Ted Destrampe, Board Vice President <input type="checkbox"/> Kristin Blanco, Board Clerk <input type="checkbox"/> Barry Lindaman, Board Member <input type="checkbox"/> Jim Wise, Board Member/County Rep <input type="checkbox"/> Scott Meier, Ed.D., Superintendent / Secretary to the Board
	2.4 Adoption of Agenda (Consideration for Action)	This item is provided as an opportunity for members, through consensus, to approve, re-sequence or table agenda topics. Action: _____ Moved _____ Second _____ Abstention _____ Vote
6:35 p.m. (5 min)	3. PUBLIC COMMENTS:	Those in the audience desiring to address the Board regarding items <u>not</u> on the agenda may do so at this time. Each speaker will have three (3) minutes to address the Board, make a brief statement, express his/her viewpoint, or ask a question regarding matters related to the school system. Please understand that the Board does not take action on non-agendized items.
	4. BUSINESS / FACILITIES / PERSONNEL ITEMS:	These items are provided for Board information, discussion, and/or action.
6:50 p.m. (5 min)	4.1 Enrollment Report (Enclosure)	The Board will receive an updated report on the current enrollment for 2018-19 school year. The district’s enrollment as of August 16, 2018 is 304. The class sizes and configurations are included.

6:55 p.m. (15 min)	4.2 Schools Services of CA Personnel Report (Enclosure) (Consideration for Action)	Dr. Meier will provide recommendations concerning the report on the secretarial position study conducted by School Services of California. The Board requested comparison information (with similar sized districts) on our secretarial positions, job descriptions, and staffing levels. The Board may move into Closed Session to discuss personnel-related issues as needed. Dr. Meier recommends Option B. Action: _____ Moved _____ Second _____ Abstention _____ Vote
7:10 p.m. (15 min)	4.3 Assistant Superintendent-Business Services Certificated Administrative Position, Job Description, and Salary Schedule (Enclosure) (Consideration for Action)	The Board will conduct a review of the new position, job description, and salary schedule (review only). The Board may move into Closed Session to discuss personnel-related appointment. Dr. Meier recommends approval of the new certificated administrative position and job description. Due to a change in law, the salary schedule will need to be approved at the September 9, 2018 regular Board meeting. Action: _____ Moved _____ Second _____ Abstention _____ Vote
7:25 p.m. (15 min)	4.4 Assistant to the Superintendent/Human Resource Position, Job Description, and Salary Schedule (Enclosure) (Consideration for Action)	The Board will conduct a review of the Assistant to the Superintendent/Human Resource position, job description, and salary schedule for the newly modified Classified Confidential-Management position. The job description is based on the position study conducted by School Services of California. The Board may move into Closed Session to discuss personnel-related appointment for the position. Dr. Meier recommends approval. Action: _____ Moved _____ Second _____ Abstention _____ Vote
7:40 p.m. (15 min)	4.5 District Account Clerk Position and Job Description (Enclosure) (Consideration for Action)	The Board will conduct a review of position title change from Bookkeeper to District Account Clerk and the new job description for the modified Classified-Management position. The modified position will no longer be Confidential-Management due to the legal Ed. Code definition. The job description is based on the position study conducted by School Services of California. The District will open the position to District in-house staff and outside candidates to interview for the position, due to the recent notice of retirement by Mrs. Russell. Dr. Meier recommends approval. Action: _____ Moved _____ Second _____ Abstention _____ Vote
7:55 p.m. (15 min)	4.6 Job Descriptions: High School Secretary, Elementary/Middle School Secretary, and School Office Clerk/Health Technician-Bilingual (Enclosure) (Consideration for Action)	The Board will conduct a review of the job descriptions for High School Secretary, Elementary/Middle School Secretary, and School Office Clerk/Health Technician-Bilingual positions. These job descriptions are based on the position study conducted by School Services of California and current job descriptions. Each current employee in the position has reviewed the draft job descriptions. Dr. Meier recommends approval. Action: _____ Moved _____ Second _____ Abstention _____ Vote

8:10 p.m. (15 min)	4.7 Instructional Aide-Special Education/Clerk (Enclosure) (Consideration for Action)	The Board will conduct a review of the new position, job description, and salary schedule (pending negotiation) for the newly modified position of Instructional Aide-Special Education/Clerk. Currently the District has a 6-hour Special Education Aide with duties including the processing of all special education computer/paperwork and to oversee the new online speech program. Due to the increase in speech services and the need for speech supervision, District administration is recommending adding a 3.5-hour Instructional Special Ed. Aide/Clerk position to support the special education computer entry and paperwork duties. The cost for the position is \$10,188 annually (pending negotiations). Dr. Meier recommends approval. Action: _____ Moved _____ Second _____ Abstention _____ Vote
	5. BOARD / SUPERINTENDENT REPORTS	
8:25 p.m. (5 min)	5.1 Board Members' Reports and Comments	This item is provided as an opportunity for Board members to give district related reports, request information from superintendent, and comments on Board member activities. -Other reports, requests and comments on school-related topics
8:30 p.m. (5 min)	5.2 Superintendent's Comments	This item is provided as an opportunity for the superintendent to give district related comments, reports, activity information, and/or ask for additional direction from the Board.
TBD (May be held at any time during the meeting)	6. CLOSED SESSION (AS NEEDED)	The Board may adjourn to closed session to discuss matters of personnel, security, negotiations, student discipline, litigation, or other matters as authorized by Government Code Sections 35157, 54956.6, 54956.8, 54956.9, 54957, 54957.6, 54957.10 and Education Code Sections 35136, 48912, and 48918. Time:
	6.1 Conference with Labor Negotiators	Pursuant to Gov. Code §54957.6, the Board may meet with district labor representatives, Dr. Meier and/or Mr. Tim Salazar (SLS).
	6.2 Public Employee Appointment	The Board may meet in Closed Session to discuss possible personnel assignments for the job positions: Asst. Supt.-Business Services, Administrative Asst. to Supt./Human Resources, District Account Clerk, School Office Clerk/Health Technician-Bilingual, and Special Education Aide/Clerk.
TBD	7. REPORT FROM CLOSED SESSION: (AS NEEDED)	Board president will report any action taken in the closed session. Time: Reportable Action Taken:
TBD	8. ADJOURNMENT:	The next regular Board meeting is scheduled for Thursday, September 13, 2018 @ 6:30 p.m. Adjournment Time: _____ Moved _____ Second _____ Abstention _____ Vote