

BALLARD SCHOOL DISTRICT

2425 SCHOOL STREET
SOLVANG, CALIFORNIA 93463
(805) 688-4812

BOARD OF TRUSTEES
REGULAR MEETING MINUTES
Thursday, December 15, 2022
2:00PM

1. CALL TO ORDER
Board President Tracey Cassidy called the meeting to order at 2:06 pm.
2. ROLL CALL
All board members were present.
3. PLEDGE OF ALLEGIANCE
Rick Jacobs led the Pledge of Allegiance.
4. APPROVAL OF MINUTES
Regular Meeting – Thursday, November 10, 2022
The regular meeting held on Thursday, November 10, 2022, was approved on a motion by Rick Jacobs, seconded by Chris Kazali and passed unanimously.
5. PUBLIC COMMENT
There was no public comment.
6. Public appreciation of outgoing Board members Chris Kazali and Rick Jacobs. The School District would like to formally recognize their years of service and dedication.
Chris Kazali and Rick Jacobs were thanked for their years of service and dedication.
7. Swearing in and Oath of Office for new board members, Sean Conroy and Arthur Kaslow.
The two new Board members, Art Kaslow and Sean Conroy were sworn into office.

The Board will take a brief recess for a short reception.
The Board took a brief recess for a reception in honor of the Board members.
8. ANNUAL ORGANIZATIONAL MEETING OF THE GOVERNING BOARD
 - a. Designate Board Meeting Location, Time and Day of the Month
The Board decided that meetings would be held on the third Wednesday of the month at 3:30 pm.
 - b. Board Members Elect Board President
The Board members elected Tracey Cassidy as the Board President on a motion by Art Kaslow, seconded by Sean Conroy and passed unanimously.
 - c. Board Members Elect Clerk of the Board

The Board members elected Art Kaslow as the Clerk of the Board on a motion by Tracey Cassidy, seconded by Sean Conroy and passed unanimously.

d. Designate the Representative to Elect Members to the County Committee on School District Organization
The board designated Sean Conroy as the representative to elect members to the County Committee on School District Organization on a motion by Tracey Cassidy, seconded by Art Kaslow and passed unanimously.

9. INFORMATION SECTION

Pam Rennick provided information about upcoming events at Ballard School

a. Calendar

- | | |
|------------------|------------------------------------|
| • Thur. 12/15 | Winter Sing |
| • Thur. 12/15 | School Board Meeting |
| • Fri. 12/16 | Minimum Day |
| • Mon. 12/19-1/2 | Winter Break – No School |
| • Mon. 1/9 | *County Superintendent Meeting |
| • Tues. 1/10 | *Valley Superintendent Meeting |
| • Wed. 1/11 | PTA meeting |
| • Wed 1/19 | School Board Meeting |
| • Mon. 1/16 | No School – Martin Luther King Jr. |

Superintendent Off Campus is denoted by an *

b. Board Members' Comments & Correspondence – Tracey Cassidy expressed her interest that school board meetings resume gathering indoors.

c. PTA Report - Pam Rennick read the PTA report on behalf of PTA President, Cailen Conroy. The PTA parents were again generous in their donations to PHP Thanksgiving Food drive and the St Mark's Christmas gifts for families in need. The Barn Bash (*parents only*) will be held on Friday, March 3rd, 2023. The book fair was successful in generating credits toward new library books.

d. Superintendent's Report

Welcome to the new board members!
Schools for Sound Finance Reports
Week Ending: November 18, 2022
Week Ending: December 1, 2022
Week Ending: December 9, 2022

Teacher Computer Replacement

Pam Rennick welcomed the new board members. She remarked on the Schools for Sound Finance Reports. She also explained to the Board that she would like to purchase new computers for the teachers. There is money in a specific budget account that has to be spent on devices and technology. With the recent upgrade to Aeries, teachers are unable to adequately input student report cards on their old "surface" tablets. Pam also gave an update to the Freckle pilot software program through Renaissance Learning. It is a computer based adaptive student intervention tool. The pilot has expired so she would like to continue with Freckle and purchase a one-year license for \$2400. This will give teachers adequate time to continue the program. Pam Rennick said that later in the budget review she would be explaining to the Board that Ballard will be using the Learning Recovery Emergency grant funds to provide staff with a one-time bonus to support staff retention.

10. CORRESPONDENCE

The superintendent may share pertinent correspondence at this time.

Expanded Learning Opportunities Plan – Draft

Pam Rennick explained the Expanded Learning Opportunity Plan. It is a \$50,000 grant that had to be written but because of the expanding requirements, i.e., providing transportation as well as other required stipulations, it will likely not be implemented.

Notice of Amendment of Joint Powers Agreement and revised JPA

Pam Rennick explained that the Joint Powers Agreement for Schools Legal Services has changed their funding model. The enclosed documents reflect the new fee schedule. There is no specific impact to Ballard for our annual fee.

Audit Report: June 30, 2022

The results in the audit report were reviewed. There was one finding for a miscoding of one expenditure. That has been fixed. There were no other findings.

Sheriff Report of Vandalism Report

There was some vandalism during the Thanksgiving break. A window was broken in Room 2. It appears that someone threw a metal water bottle through the top window. Because of the location, it seemed unlikely someone was trying to get into the classroom. A Sheriff's report was filed. Kim Bramsen already had the glass replaced.

11. CONSENT AGENDA

The board will be asked to approve all the following items by a single vote unless any member of the board or public requests an item be removed from the consent agenda and considered and discussed separately.

a. Approval of Warrants

717061 – 717068 (11/10/2022)

718125 – 718130 (11/18/2022)

719331 – 719343 (12/2/2022)

720442 – 720463 (12/9/2022)

Pam Rennick commented on the following warrants:

| Number | Amount | Payee | Description |
|------------------|-------------|-------------------------------------|---|
| Page 1 717063 | \$900 | Eric Hemming | Technology Services |
| 717065 | \$121.17 | Pam Rennick | Library and postage |
| 717067 | \$1,942.89 | SY River Water | Water |
| 717068 | \$1,600 | Woodruff Strings | Music Instruction |
| Page 2 718126 | \$1,064.68 | SYV Union High Schol | Shared cost for Professional Dev. |
| 718128 | \$500 | Schools for Sound Finance | Annual Subscription |
| Page 3 719331 | \$25 | Alejandra Santos | Live Scan for Spanish Instruction |
| 719332 | \$318.24 | Gina Floyd | Health Reimbursement |
| 719334 | \$237.29 | Mandy Young | Health Reimbursement |
| 719335 | \$1,126.95 | PG & E | Electricity |
| 719336 | \$489.65 | Pam Rennick | Advertisement in the Valley Star for Inst. Assistant and IDT |
| 719338 | \$21,308.40 | SISC III | Health Benefits |
| 719341 | \$1040.63 | Southwest School Supply | Office and classroom supplies |
| Page 4 720442 | \$300 | Alejandra Santos | Spanish Instruction (\$75/ class) |
| 720443 | \$1,300 | Arts Outreach | Art Instruction |
| 720445 | \$28,170.36 | Buellton School Dist./Consortium | Special Education Services |

| | | | |
|--------|------------|-----------------------------|---|
| 720446 | \$695 | Children's Creative Project | Assembly deposit (Katz Storyteller & World of Oceans) |
| 720447 | \$5,584 | Education Sys Engineers | LCAP Consultation |
| 720448 | \$900 | Eric Hemming | Technology Services |
| 720451 | \$270.36 | Georgeann deGoede | Class supplies and snacks |
| 720452 | \$62.83 | Gina Floyd | Postage and Valley Hardware (Electrical Plugs- Resource Room) |
| 720454 | \$174.75 | Mandy Young | Writing curriculum |
| 720455 | \$148.19 | Pam Rennick | Student lunches |
| 720456 | \$1,353.38 | ProCare | Janitorial supplies |
| 720457 | \$1,061.68 | SYV Water Cons | Water |
| 720458 | \$1,080 | Schickville | Music Instruction (Matthew Schick) |
| 720459 | \$527.09 | Southwest School Supply | Office/Classroom supplies |
| 720460 | \$2,688.66 | TriCounty Office Furn. | Partitions in the resource room |
| 720463 | \$4,160 | Woodruff Strings | Music Instruction (Nov/Dec) (Mary Beth Woodruff) |

b. Approval of Certificated and Classified Payroll: 11/30/2022

The consent agenda was approved on a motion by Art Kaslow, seconded by Tracey Cassidy and passed unanimously.

12. ADMINISTRATIVE MATTERS

a. COVID 19

Pam Rennick will update the board on district issues related to COVID-19.

We currently have zero cases of COVID but have had 8 in the past three weeks. There are a lot of other illnesses going around and at one-point last week we had 27 students absent. Pam Rennick clarified the school procedure of students exposed to Covid: testing on days 3-5. We have plenty of test kits on hand and generously give them to parents.

13. BUSINESS MATTERS

a. 2022/2023 1st Interim Report

Background: The Board will review the 1st Interim Financial Report

Recommendation: Approval of a Positive Certification of the 1st Interim Report

The 1st Interim summary report was reviewed. The summary of the report on expenditure and revenues was extensively reviewed. There was additional discussion related to finances, including the recent funding toward music and art education, the Learning Recovery Grant, the one-time monies associated with learning loss, technology upgrades and the upcoming budget meetings in the spring with the Governor. Pam Rennick also discussed the one-time bonus based on FTE: \$1500 for full-time EE, \$500 for part-time and \$250 for hourly EE. These parallel the recent publication of Santa Barbara County employees who received a bonus for retention following the struggles (Covid) of the past few years in education.

The 1st Interim Report was approved on a motion from Art Kaslow and seconded by Tracey Cassidy and passes unanimously.

b. Review Board Resolution 2022/2023 #3 – Annual Accounting of Developer Fees

Background: The board will review the resolution, but no action will be taken until the next meeting (January 2023).

Board Resolution 2022/2023 #3 was reviewed. No action was taken.

- c. Review Current Board Report: Funds 01, 14, 17 & 25

The Board Report Funds were not reviewed due to the interim budget review.

- d. Authorized Signatures – District Personnel Who May Release Warrants on Behalf of the District (Pam Rennick, Gina Floyd & Emily Pakulski: Commercial Warrants and Payroll Warrants).
- e. Authorized Signatures – District Personnel Who May Act as Agents of the Governing Board (Gina Floyd & Emily Pakulski: Vendor Prelists and Payroll Prelists; Pam Rennick: Vendor Prelists, Contracts and Payroll Prelists)
- f. Resolution 2022/2023 #4 for the Delegation of Governing Board Powers/Duties (Pam Rennick: Authority to Make Cash and Budget Transfers)
Background: 11 d,e,f: These forms are required by the Santa Barbara County Office of Education to carry out the business of the school district.
Recommendation: Approval of items 11 d,e,f

Items d,e f, were approved on a motion by Tracey Cassidy, seconded by Art Kaslow and passed unanimously.

- g. Review of agreement between Santa Barbara County Education Office and Ballard Elementary School for Website Migration and Hosting Services.

The agreement was reviewed. Pam Rennick said that moving toward SBCEO not only saves the district money but provides more support with our website.

- h. Review of Compuvision Contract for Technology Services

The contract was reviewed.

- i. Review of SYV Special Education Consortium – Shared Cost Invoice

The invoice was reviewed.

- j. Review of Ballard MOU transfer of funds for 7th and 8th grade students

The MOU and transfer of funds was reviewed.

14. FACILITIES

- a. Approval of the bid from Coastal Roofing for the roof repair on the library and Multipurpose Room
Background: The roof on the library has been leaking, one whole tile fell from the ceiling from the leak, so this is an emergency repair to be done over Winter Break.
Recommendation: Approval of the bid from Coastal Roofing for the roof repair on the library and Multipurpose Room

The bid to replace the roof over the MPR and the library was approved by Art Kaslow, seconded by Sean Conroy and passed unanimously.

15. PERSONNEL MATTERS

Pam Rennick discussed the plan for the grade 1 classroom. The teacher will be going on maternity leave in the spring with her upcoming arrival of twins.

16. STUDENT MATTERS

None

17. NEXT REGULAR BOARD MEETING

Unless otherwise announced, the next regular Board meeting will be held on Wednesday, January 13, 2023, at 3:30 pm.

18. ADJOURNMENT Time: 4:10 pm.

Art Kaslow, Clerk of the Board

Date