

BALLARD SCHOOL DISTRICT

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

BOARD OF TRUSTEES REGULAR MEETING AGENDA Wednesday, March 20, 2024 5:00 PM

1. CALL TO ORDER
2. ROLL CALL
3. PLEDGE OF ALLEGIANCE
4. APPROVAL OF MINUTES
 - a. Regular Meeting – Wednesday, February 28, 2024
5. PUBLIC COMMENT

Open Forum: Items Not Included on the Agenda:

The public may address the board on any matter pertaining to the school district that is not on the agenda. Unless otherwise determined by the board, each person is limited to 3 minutes per item. If you wish to speak during the Open Forum, please obtain a card that is on the table along with the agenda; fill the card out completely and give it and any supporting materials (e.g. copies of your remarks, charts or graphs, copies of articles or reports) to the administrative assistant or superintendent/principal. Please turn your card in prior to the beginning of the Open Forum. Your card and materials will be presented to the President of the Board, who will call upon you during the Open Forum. Board members are legally prohibited from discussing non-agenda items and, therefore, will not respond to items presented in the Open Forum. The board encourages the public to be mindful of, and exercise discretion when making comments about individual students. If you cannot attend the meeting in person, but wish to have your comments read aloud to the Board, they may be submitted to Pam Rennick by 12:00PM on the date of the meeting. The written comments will be subject to the same time limitations.

Items Included on the Agenda:

The board encourages your participation in its deliberations and has tried to make it convenient for you to express your views to the board. If you wish to address the board on an agenda item, please obtain a card that is on the table along with the agenda; fill the card out completely and give it and any supporting materials (e.g. copies of your remarks, charts or graphs, copies of articles or reports) to the administrative assistant or superintendent/principal. Please turn your card in prior to the presentation of the item you wish to address. Your card and materials will be presented to the President of the Board, who will call upon you at the appropriate time during the discussion of that agenda item.

At regular meetings, the board will follow this format for major agenda items:

- staff presentation
- preliminary board and staff discussion
- community participation
- board deliberation and decision, if appropriate

During study sessions and special meetings, this format may vary.

Board agendas are very full and time is limited. For that reason, we request that you speak only once on an item and that you limit your remarks either when addressing an agenda item or when speaking in the Open Forum to a maximum of three minutes. If numerous individuals request to speak on a particular item or in the Open Forum, the President of the Board may limit the total time allocated to that item, thereby reducing the time for each speaker. A citizen may request to place an item on the board agenda by submitting a written request and supporting information to the superintendent/principal ten days prior to the regularly scheduled meeting. The superintendent/principal, in consultation with the President of the Board, will determine at which upcoming regular board meeting the item will be scheduled. The person who requested the item will be allowed five minutes at the meeting to present the information to the board. Following this presentation, the board may address the issue, put the issue on a future agenda for more discussion and action, refer the issue to the administration for follow-up, or take no action.

6. INFORMATION SECTION

a. Calendar

- Wed. 3/20 School Board Meeting
- Wed. 3/20 3rd Grade to YMCA Swimming Program
- Fri. 3/22 Moxi Field Trip, Grades 1,2 and 6
- Fri. 3/22 *Curriculum Council
- Tues. 3/26 Math Superbowl
- Tues. 3/26 *SAC Meeting
- Wed. 3/27 3rd Grade to YMCA Swimming Program
- Fri. 3/29 - Fri. 4/5 Spring Break
- Tues. 4/9 *Valley Superintendent Meeting
- Fri. 4/12 & Sat. 4/13 *Wizard Of Oz* – Ballard School Theater Production
- Wed. 4/17 School Board Meeting
- Fri. 4/18 Water Assembly
- Sun. 4/21 Jamboree
- Thurs. 4/25 4th Grade La Purisima Mission
- Thurs. 4/25 Spring Sing

(*Indicates off campus events that the Superintendent/Principal is scheduled to attend.)

b. Board Members' Comments & Correspondence

c. PTA Report

d. Superintendent's Report

- Highlights
- Enrollment
- Schools for Sound Finance Reports
Week Ending (3/1 and 3/7)

7. CORRESPONDENCE

The superintendent may share pertinent correspondence at this time.

8. 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 782362 – 782374 (3/01/2024)
783392 – 783405 (3/08/2024)

b. Approval of Certificated and Classified Payroll: February 29, 2024

Recommendation: *Approve the Consent Agenda*

9. ADMINISTRATIVE MATTERS

- a. Approve a change to the scheduled April board meeting on April 17, 2024

10. BUSINESS MATTERS

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

11. FACILITIES

- a. Update on the bids and process for the new roof on the school house.

12. PERSONNEL MATTERS

- a. Approve proposed salary schedule for the position of Office Manager/Administrative Assistant.
Background: Previously this position did not have a salary schedule. The salary schedule with steps will allow for flexible hiring and placement on the schedule in the future for this position, so that the compensation can be based on experience of the individual. It is a recommendation from our financial advisor.
Recommendation: Approve the attached salary schedule for the position of Office Manager/Administrative Assistant
- b. Approve hiring of Emily Pakulski as the Office Manager/Administrative Assistant
Recommendation: Approve hiring of Emily Pakulski as the Office Manager/Administrative Assistant
- c. Approve opening the position of a front office clerk for 10-20 hours to be paid on the classified instructional aide salary schedule.
Background: Position will be advertised on EdJoin and social media
Recommendation: Approve opening the position of a front office clerk for 10-20 hours

13. STUDENT MATTERS

14. NEXT REGULAR BOARD MEETING

The next regular Board meeting in April, will be discussed, approved and announced.

15. CLOSED SESSION

Personnel

16. ADJOURNMENT of CLOSED SESSION – Report of action taken

ADJOURNMENT

Any materials required by law to be made available to the public prior to a meeting of the Board of Trustees Of the District can be inspected at the following address during normal business hours:

**Ballard School Office
2425 School Street
Solvang, CA 93463. 805-688-4812**

REASONABLE ACCOMMODATION FOR ANY INDIVIDUAL WITH A DISABILITY

Pursuant to the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990, any individual with a disability who requires reasonable accommodation to attend or participate in a meeting or function of the Ballard School District may request assistance by contacting the district/school office, 2425 School Street, Solvang, CA 93463; telephone 805-688-4812; or fax 805-688-7325 at least 48 hours prior to the meeting.