

SOUHSIDE SCHOOL DISTRICT BOARD OF TRUSTEES
4991 Southside Rd. Hollister, CA 95023
REGULAR MEETING: Wednesday, December 14th, 2022
In-Person Meeting

MINUTES

ITEM I – Call to Order: 5:30pm

- a. Meeting called to order at 5:30pm by Mr. Michael Ruth**

Roll Call:

Board Members Present:

- Michael Ruth
- Julia Otterlei
- Julie Corrigan
-
-

Board Members Absent:

Laura Forth
Julio Salazar

- b. Comments from public –**
c. Recess to Closed Session

ITEM II – Closed Session 5:34pm

Notice is hereby given that a closed session of the Board will be held under the general provisions listed as follows:

- a. Personnel – Closed Session Pursuant to Government Code Section 54957 & 54957.6(a)**

ITEM III

- a. Roll Call – Closed Session ended at 6:00pm regular session started at 6:01pm**

Present:

- Michael Ruth
- Julia Otterlei
- Julie Corrigan
-
- Julio Salazar

Absent:

Laura Forth

- b. NO action taken in Closed Session – The Board is working behind the scenes with the San Benito County Office of Ed.**
- c. Approval of the Agenda – Julia Otterlei made the motion to approve the agenda and was seconded by Julio Salazar and carried the following vote: Yes – 4; No/Absent 1/Abstain – 0**
- d. Comments from the public – No comment**

ITEM IV

New Board Members

- a. Southside School Board New Members
 1. Two Appointees by a majority vote each for four (4) year positions
 - a. Julia Otterlei
 - b. Julio Salazar
 2. Oath of office – Administered by John Schilling for Mrs. Corrigan, Mrs. Otterlei, and Mr. Salazar

ITEM V – DISCUSSION / ACTION ITEMS

a. Officers' Report

1. Superintendent/Principal –

- a. Mr. Schilling provided an update on the school's water pump electrical work and that it had been updated.
 - b. Mr. Schilling shared with the Board the possibility of having a County wide Health Fair. The High School and Hollister School District have decided not to participate.
 - c. Mr. Schilling reported that the school is working on a state report on special education called Compliance Monitoring
 - d. Mr. Schilling provided an update to the Board about the LCAP Climate Survey
 - e. Mr. Schilling shared with the Board that in response to the public comments from last week, the school is working on a bullying prevention program and that the school will be hosting a parent information night in the future.
2. Board Member comments – No comments
 3. Board President comments – No comments
 4. Parent Club – Mrs. Waterman shared with the Board that parent club is hosting a parent night out on 3/17 and they are working on fund raising efforts to support parent club. She mentioned the parent club is working with small steps. Mrs. Corrigan suggested that the parent club look into an organization called "Double the Donations".

ITEM VI – CONSENT ITEMS

These items are considered routine and may be enacted by the board in one motion. There is no discussion on these items prior to the motion unless a specific item is removed from the consent list. Mr. Ruth explained to the new board members about the rationale behind the consent items and that multiple items can be reviewed but are voted on as one item.

- a. Regular Board Meeting Minutes November 9th, 2022, as presented
- b. Warrants report dated 11/1/22 – 11/30/22 through date range, as presented

Julie Corrigan made the motion to approve the Regular Board Meeting Minutes dated November 9th, 2022, and the Warrants dated 11/1/22 – 11/30/22 and was seconded by Julio Salazar and carried the following vote: Yes –4; No/Absent 1/Abstain – 0

ITEM VII – DISCUSSION/ACTION ITEMS

a. First Interim Financial Report (ACTION)

Rationale: Local educational agencies (LEAs) are required to file two reports during the fiscal year (interim reports) on the status of the LEAs financial health. The first interim report is due December 15th for the period ending October 31. The second interim report is due March 17th for the period ending January 31st. County Superintendents are to report to the Superintendent of Public Instruction and the state Controller the certification for all districts in their county within 75 days after the close of the reporting period. The interim reports must include a certification of whether or not the LEA is able to meet its financial obligations. The certifications are classified as positive, qualified or negative. A positive certification is assigned when the district will meet its financial obligations for the current and two subsequent fiscal years. A qualified certification is assigned when the district may not meet its financial obligations for the current or two subsequent fiscal years. A negative certification is assigned when a district will be unable to meet its financial obligations for the remainder of the current year or for the subsequent fiscal year. In addition, the Superintendent of Public Instruction may reclassify the certification of any county office of education or reclassify a certification based upon an appeal of a school district in accordance with the above standards.

Recommended Motion: The Board of Education review and approve the First Interim Financial report.

Julia Otterlei made the motion to approve the First Interim Financial Report and was seconded by Julie Corrigan and carried the following vote: Yes –4; No/Absent 1/Abstain – 0

b. Approval of the Southside School District Board of Trustee organizational structure (ACTION)

Recommendation: Per education code 35143 the district is required to hold an annual organization meeting to determine, a President, a clerk and a representative to the annual meeting of the school district board of trustee representatives to the County Committee on School District Organization

Recommended Motion: That the Board of Education determine and approve the organizational structure of the board for the 2022-2023 school year for the positions of:

President: Mike Ruth

Vice President: Laura Forth

Clerk: John Schilling

County office representative: Julia Otterlei

c. Southside Board of Trustee Code of Ethics (AR 9001)

Rationale: The Southside School District Governing board has been elected by the community to provide leadership and citizen oversight of the district. The Board shall

ensure that the district is responsive to the values, beliefs, and priorities of the community. (Southside Board Policy, BB 9000(a), BB 9005 (a)). Section 9000 (a) outlines in section 3 (a) Establishing and adhering to standards of responsible governance. Section 9005 outlines the responsibilities of board members to govern responsibly and to hold themselves to the highest standards of ethical conduct. To that end the proposed administrative regulation further defines the role of the board by establishing a code of conduct to clarify the role and Governance standards of Southside board members.

Recommended Motion: No motion was made

The board discussed this item and members talked about the items in the Code of Ethic document was duplicated and not needed as many of the item were already approved in the current board bylaws. Additionally, it was suggested that the district develop an “on boarding” document for new board members with a check list of items for new board members to become familiar with, that would include duties, responsibilities, and items from the Brown Act. Mr. Schilling was asked to contact the School Boards association to inquire about the need of a separated document such as the code of ethics and if it was needed or not.

d. Southside School Comprehensive School Safety Plan (CSSP) (ACTION)

Rationale: California *Education Code (EC)* Section 32281(a) requires every kindergarten through grade twelve school, public and public charter, including community and court schools, to develop and maintain a Comprehensive School Safety Plan designed to address campus risks, prepare for emergencies, and create a safe, secure learning environment for students and school personnel. The California Constitution guarantees California children the right to attend public schools that are safe, secure, and peaceful. The CDE, public school districts, county offices of education (COEs), and schools and their personnel are responsible for creating learning environments that are safe and secure. First responders, community partners, and families play an essential role, as well. Schools must be prepared to respond to emergencies including natural and man-made hazards and strive to prevent violence and behavior issues that undermine safety and security. CSSPs include strategies aimed at the prevention of, and education about, potential incidents involving crime and violence on the school campus and aspects of social, emotional, and physical safety for both youth and adults.

Recommended Motion: The board approve the Southside School Safety Plan for the 2022-2023 school year.

Julie Corrigan made the motion to approve the Southside School Safety Plan and was seconded by Julio Salazar and carried the following vote: Yes –4; No/Absent 1/Abstain – 0

e. Southside Developer Fee Report (ACTION)

Rationale: Annually all agencies collecting fees must make accounting information Publicly available, within 180 days from the end of the fiscal year. Every five years Agencies must hold a meeting to make findings regarding fees for the prior five years The report must be made publicly available 15 days prior to board action to adopt a

resolution affirming the reported information and making necessary findings. Changes to the document have been included by the County office of Education to accurately reflect the expenses from the account over the past three year.

Recommended Motion: Approve the five-year developer fee report as presented.

Julie Corrigan made the motion to approve the Southside Developer Fee Report and was seconded by Julio Salazar and carried the following vote: Yes –4; No/Absent 1/Abstain – 0

VIII. Closing Items

- a. The next Regular Meeting of the Board is Wednesday January 11th, 2023 , at 6:00 pm.
- b. Adjournment

Julie Corrigan made the motion to adjourn the meeting at 7:18 pm and was seconded by Julio Salazar and carried the following vote: Yes –4; No/Absent 1/Abstain – 0

John Schilling, Superintendent/Principal
Southside School District

Michael Ruth, Board President
Southside School District, Board of Trustee