

**SOUHSIDE SCHOOL DISTRICT BOARD OF TRUSTEES**  
**4991 Southside Rd. Hollister, CA 95023**  
**REGULAR MEETING: Wednesday, January 11<sup>th</sup>, 2023**  
**In-Person Meeting**

**MINUTES**

**ITEM I – Call to Order: 5:30pm**

- a. Meeting called to order** at 5:31pm by Mr. Michael Ruth

**Roll Call:**

Board Members Present:

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

Board Members Absent:

- b. Comments from public –**

Mrs. Howard provided a public comment to the board stressing the state of urgency for a settlement with SEA contract for the 22-23 school year. She talked about hearing laughter from the closed session meeting of the board in the last meeting and that she is not hearing laughter from her participating members. She said the board may not understand the position teachers are in and that the increase of insurance costs is not being matched by salary increases. She said members have other opportunities in the county and is awaiting a counter proposal from the district.

- c. Recess to Closed Session**

**ITEM II – Closed Session 5:33pm**

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 6:30pm regular session started at 6:31pm**

**Present:**

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

**Absent:**

- b. NO action taken in Closed Session**

- c. Approval of the Agenda – Mr. Schilling said that the first page of the minutes from the 12/14/22 board meeting were incorrect and asked that the cover page be replaced with a new page. The new page reflected the public comments that were made by Mrs. Howard prior to closed session on 12/14.

Julia Otterlei made the motion to approve the agenda with the change and was seconded by Laura Forth and carried the following vote: Yes – 5; No/Absent 0/Abstain – 0

**d. Comments from the public – No comment**

**ITEM IV – DISCUSSION / ACTION ITEMS**

**a. Officers’ Report**

**1. Superintendent/Principal –**

- a. Mr. Schilling provided an update on the school’s multi-purpose room roof. He stated that he and Mr. Sanchez have been monitoring the roof status each day and that a replacement is needed. Mr. Schilling thanked Mrs. Otterlei for setting up a roof inspection for 1/12 and that Legacy roofing had been on site earlier that day.
- b. Mr. Schilling reported that the school is working on a state report on special education called Compliance Monitoring
- c. Mr. Schilling said that the school SARC report was typically brought to the board for the January meeting but that the report was not complete. The state of California has not released a few key data points that needed to be included in the report. He stated that he has been in contact with DTS to provide an update and that the report should be ready for board review at the February meeting.
- d. Mr. Schilling welcomed back Mrs. Bonilla from an extended absence and thanked Ms. Lopez for her help during Mrs. Bonilla’s absence.
- e. Mr. Schilling shared with the Board that the Community Solutions parent workshop has been rescheduled/
- f. Mr. Schilling provided the board with the dates of a few end of the year activities.

**2. Board Member comments – No comments**

**3. Board President comments – No comments**

- 4. Parent Club –Mrs. Otterlei provided an update for the parent club. She said the meeting on 1/11 has been moved to 1/18 due to the absence of a quorum. She provided the date for the father daughter dance. She said the movie night was scheduled for 2/27 and a parent evening night out at Payne’s restaurant was scheduled for 3/17. Lastly she said that if the board or public had any questions to please email the board or attend the next meeting.

**ITEM V – 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 December 14<sup>th</sup>, 2022, as presented
- b. Warrants report dated 12/1/22 – 12/16/22 through date range, as presented

Laura Forth made the motion to approve the Regular Board Meeting Minutes dated December 14<sup>th</sup>, 2022, and the Warrants dated 12/1/22 – 12/16/22 and was seconded by Julie Corrigan and carried the following vote: Yes –5; No/Absent 0/Abstain – 0

**ITEM VI – DISCUSSION/ACTION ITEMS**

**a. Southside Kitchen Grant Funding (DISCUSSION)**

Rationale: California Legislature has approved Free Breakfast and Free Lunch for all students, starting in 2022-2023 School Year. Additionally, they have provided grant funding to support this effort for public schools. Southside has been working on upgrading items for the kitchen with equipment and training for staff. Mrs. Yamanishi will provide an update to the board regarding the upcoming plans for purchases for the food service program at Southside.

Mrs. Yamanishi provided the board with an update on the items that have been ordered and items that possibly could be ordered in the future. She proved the board with documents reflecting the number of students served, the income and expenses from the food service program and the amount of funding that has been received from state and federal sources.

**b. E-Rate Competitive Bid Review and Approval (ACTION)**

Background: The schools and libraries program of the Universal Service fund, known as “E-Rate” provides discounts to assist schools and libraries in the United States in obtaining affordable telecommunications, internet access and internal connections. The district has been a part of this program for 10 years. Discounts for support depend on the level of poverty and the urban/rural status of the population served. Southside Elementary meets the eligibility requirements. In order to participate in the “E-Rate” program, we must periodically solicit competitive proposals for these services following a very prescriptive process defined by the Schools and Libraries program. From the proposals submitted, a vendor has been selected and the winning bid is being submitted for approval.

Julie Corrigan made the motion to approve the E-Rate competitive bid review with a change to the recommended motion in the agenda and was seconded by Laura Forth and carried the following vote: Yes –5; No/Absent 0/Abstain – 0

**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.

The board gave Mr. Schilling direction to develop an “on-boarding” check of list, or packet for new board members. The listing would include Brown act documents, board policy related to board conduct, and perhaps a calendar. As the check list develops, other items could be added. The board stated that an acknowledgement of receipt via signature needed to be included. Mrs. Corrigan asked Mr. Schilling to check with CSBA to see if a code of ethics was something that other district use in addition to the regular board policy.

### **VII. Closing Items**

- a. The next Regular Meeting of the Board is Wednesday February 1<sup>st</sup>, 2023, at 6:00 pm.
- b. Adjournment

Laura Forth made the motion to adjourn the meeting at 7:06 pm and was seconded by Julio Salazar and carried the following vote: Yes –5; No/Absent 0/Abstain – 0

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John Schilling, Superintendent/Principal  
Southside School District

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