

SOUHSIDE SCHOOL DISTRICT BOARD OF TRUSTEES
4991 Southside Rd. Hollister, CA 95023
REGULAR MEETING: Wednesday, December 13th, 2023
In-Person Meeting

MINUTES

ITEM I – Call to Order: 5:30pm

- a. Meeting called to order** at 5:32pm by Mr. Michael Ruth

Roll Call:

Board Members Present:

- Michael Ruth
- Julie Corrigan
- Julio Salazar

Board Members Absent:

Aaron Kaelin

- b.** Comments from public –
c. New Board member interviews
 a. Candidate 1 5:35pm – 5:40pm
d. Public comments, oral and written input – none
e. Closed Session 6:00pm

ITEM II – Closed Session 5:30pm

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)
1. Conference with Labor Negotiator – Classified “Sunshine Letter”

ITEM III

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

Present:

- Michael Ruth
- Julie Corrigan
- Julio Salazar

Absent:

Aaron Kaelin

- b.** The Board instructed Mr. Schilling to go back to negotiations with the Classified Staff.
c. Pledge of Allegiance
d. Approval of the Agenda – Julie Corrigan made the motion to approve the agenda and was seconded by Julio Salazar and carried the following vote: Yes – 3; No/Absent/Abstain – 1
e. **Comments from the public** – None.

ITEM IV. – DISCUSSION / ACTION ITEMS

a. Southside School Board Vacancy-

1. Select provisional appointee by a majority vote.
2. Oath of Office
3. Welcome new Board Member start date 12/13/2023.

The Board appointed Jessica Kim to the Board on 12/13/2023. Mr. Schilling read the Oath of Office and Jessica Kim repeated the Oath.

b. Officers' Report

1. Superintendent / Principal -

- a. Mr. Schilling presented a PowerPoint to the Board on the 2022-2023 state assessment known as CAASPP for 3rd grade through 8th grade for Southside Students.
- b. Mr. Schilling informed the Board that he will send a copy of the Trustee Code of Ethics to the Board for review.
- c. Mr. Schilling informed the Board that the YMCA program began on 12/4/2023 with 12 students and is now at 20 students. The program starts at 2:15pm and ends at 5pm Monday through Friday. The program is funded with ELOP funds.

2. **Board Member Comments** – Julio Salazar thanked Mr. Schilling for having the front gate open in the morning and greeting the students in the morning. He indicated that it helps with the traffic flow.
3. Board President Comment – Mike Ruth asked what the status is on the front gate camera and buzzer. Mr. Schilling let the Board know that he met with Roy Sims, our technology director, and the Verkada tech rep. Mr. Schilling said we are exploring some type of card reader or app on the phone that can be scanned for the staff. Mike Ruth also asked about the Bulldog Care Program and characteristic word of the month and how it would be implemented in the classroom. Mr. Schilling noted that the November word used was Gratitude and the December word was Compassion. He will be sharing in the next meeting how they were used and what activities were created to show these characteristics.
4. Parent Club – Parent Club President, Amber Matteson shared with the Board that the Lights on Parade was a success with parents and students participating in building the float. She also shared that the mother – Son Day will be on January 27th, 2024, and on February 9th, 2024, they will have a movie night. The Parent Club is also gearing up to start the Rabbit Run Fundraiser and more information will be shared soon.

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.

- a. Regular Board Meeting Minutes for November 8th, 2023, as presented.
- b. Warrants report dated 11/1/23 – 11/30/23 through date range, as presented.

Julie Corrigan made the motion to approve the Regular Board Meeting Minutes dated November 8th, 2023, and the warrants reports dated 11/1/2023 – 11/30/2023 and was seconded by Julio Salazar and carried the following vote: Yes –4; No/Absent/Abstain – 1

ITEM VI – DISCUSSION/ACTION ITEMS

a. First Interim Financial Report (ACTION) San Benito County Office of Education Assistant Superintendent of Business Services, Shannon Hansen

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 meets 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 2023-2024 First Interim Financial Report.

Julio Salazar 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/Abstain – 1

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

Rationale: Satisfy California Education Code 35143

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 2023-2024 school year for the positions of:

President: Michael Ruth

Vice President: Julie Corrigan

Clerk: Julio Salazar

County office representative: Jesscia Kim

Michael Ruth made the motion to approve the Southside School District Board of Trustee organizational structure and was seconded by Julie Corrigan and carried the following vote: Yes –4; No/Absent/Abstain – 1

c. School Board Policy – Bullying Policy 5131.2 (ACTION)

Rationale: A comparison of policies from surrounding district Bullying policies were used to draft a Southside policy and to make a recommendation to the board. The current document is a revised version based upon the policy form North County Joint Union SD. The updated version includes staff input from portions of the high school policy. This is the second reading of the policy, and the board has asked for clarification of what *cf.* stands for. CF refers to a collection of interconnected policies for a topic, such as bullying, conduct, harassment etc. Since all school districts have similar policies related to and dependent upon different sets of legal codes (ed code, penal code, federal code, labor code etc.). The collective policy has a reference of c – compare, f - findings. The document was presented in October 2023 and has been asked to be brought back for consideration after a review by board members.

Recommended Motion: For the Southside Board to review and adopt BP 5131.2 School Board Policy on Bullying prevention.

Item VI – letter C to be tabled and discussed in the January meeting to give Mrs. Jessica Kim, our new Board Member, a chance to review the policy.

d. Purchase of Walk-In Freezer Unit (ACTION)

Rationale: Review the bids for three different walk-in freezers. Mrs. Yamanishi will provide her analysis of the freezer units and provide the board with a recommendation. Additionally, she will discuss the concrete and preparatory work needed for the installation of the walk-in freezer unit.

Recommended Motion: Approve the purchase of the walk-in freezer unit.

Budget Source: Southside kitchen and meal program grant funds.

Julie Corrigan made the motion to approve the purchase of the walk-in freezer and selected bid

#4 and was seconded by Jessica Kim and carried the following vote: Yes –4;
No/Absent/Abstain – 1

e. Revised Southside School Comprehensive School Safety Plan (CSSP)

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 changes from last year’s Knowledge Saves Lives report have been included in the editing of the document. Draft copies have been sent to the Southside staff and the Southside Safety Committee.

Recommended Motion: The board approves the Southside School Safety Plan for the 2023-2024 school year.

Item VI – letter E to be tabled and discussed in the January meeting.

f. School Accountability Report Card (SARC)

Rationale: Since November 1988, state law has required all public schools receiving state funding to prepare and distribute a SARC. A similar requirement is also contained in the federal No Child Left Behind (NCLB) Act. The purpose of the report card is to provide parents and the community with essential information about the school. The SARC is an effective way for the school to report on its progress in achieving goals. The public may also use a SARC to evaluate and compare schools on a variety of indicators.

Recommended Motion: That the Board of Education review and approve the SARC as presented.

Item VI – letter F to be tabled and discussed in the January meeting.

VII. Closing Items

- a. The next Regular Meeting of the Board is Wednesday January 10th, 2024, at 6:00 pm.
- b. Adjournment

Julie Corrigan made the motion to adjourn the meeting at 7:30 pm and was seconded by Julio Salazar and carried the following vote: Yes – 4; No/Absent/Abstain – 1

John Schilling, Superintendent/Principal
Southside School District

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