

BRIGGS ELEMENTARY SCHOOL DISTRICT  
12465 FOOTHILL ROAD  
SANTA PAULA, CALIFORNIA 93060

**BOARD OF EDUCATION  
MINUTES OF A REGULAR BOARD MEETING**

**Wednesday: October 9, 2024  
At Olivelands in the Deborah E. Cuevas Multi-Use Building,  
12465 Foothill Rd. Santa Paula CA 93060  
6:30 P.M.**

**I. Preliminary**

- A. Open Session call to order at 6:30 p.m. in Olivelands Deborah E. Cuevas Multi-use room by Board President, Charles Alvarez**
- B. Flag salute was led by Board President, Charles Alvarez**
- C. Roll Call**

Board of Trustees present: Judy Barrios, Charles Alvarez, Karen Schilbrack, Claudia Saucedo

Absent Board of Trustees: Victoria Jump

Administrators present: Dr. Carlos Dominguez, Superintendent  
Lindsay Winegar, Principal  
Sam Pacheco, Principal

Others present: Nancy Camarena, Recording Secretary; Dayna Arevalo, Keri Collier, Selina Rico, Jaime Padilla

**D. Introductions**

Board of Trustees and Administrators introduced themselves to the Board of Trustee Area 4 applicant.

**E. Emergency Additions to the Agenda**

None

**F. Approval of Agenda**

It was moved by Judy Barrios and seconded by Karen Schilbrack to approve the agenda. Motion carried unanimously.

**G. Request to Address the Board**

None

**H. Public Comment on Closed Session**

None

**I. Presentations -**

None

**J. Scheduled Public Hearings**

## **Instructional Materials Funding Realignment Program (IMFRP)**

### **Sufficiency or Insufficiency of Instructional Materials.**

Open for public comments at 6:32pm by Board President Charles Alvarez.

No public comments. Closed public comments at 6:33pm

### **K. Teachers' Report**

Ms. Rico presented to the board the work and activities that the kindergarten class has been engaged in. During the first two months, students have been adapting to their routines and rules. The class started an apple unit, where they read the book "Johnny Appleseed" and participated in various crafts and activities related to apples. They learned about the step-by-step process of how an apple grows. Additionally, the kindergarten class focused on a primary book that introduced them to the seasons. In September and October, the students practiced illustrating, following a step-by-step guide on how to draw characters using shapes, such as a circle for the head and a triangle for the body. They also learned about fire drills and fire safety. The local firefighters are scheduled to visit Oliveland's Kindergarten class, where students will have the opportunity to see a fire truck and meet the firefighters. Ms. Rico is thrilled to witness the growth of her students this year.

Ms. Collier presented to the board the various projects and activities that the 5th-grade class has been engaged in. She expressed her delight with her energetic and enthusiastic group of students. So far, the 5th graders have gone on two field trips, where they explored ecosystems and learned about the Chumash way of life, as well as bird migration. Additionally, they have been studying geography, focusing on latitude and longitude. A particularly fun project involved drawing continents on an orange and then cutting and peeling the fruit to illustrate how the continents appear when flattened. The students also participated in globe-related projects and landscape studies. Furthermore, they created fall-themed poems. Ms. Collier noted that some of the new non-English speaking students are utilizing Google voice typing to assist them in their writing.

### **2. Closed Session**

Board of Trustees went into Closed Session at 6:46pm to discuss Personnel and Collective Bargaining. Reconvene the meeting in open session at 7:12pm

### **3. Consent Agenda**

It was moved by Claudia Saucedo and seconded by Karen Schilbrack to approve the Consent Agenda. Motion carried unanimously.

### **4. Action Agenda**

#### **A. Report of Action Taken During Closed Session:**

None

#### **B. Personnel**

##### **1. Approve Personnel Actions as Presented:**

#### **Approve/Ratify Position Authorization Request Forms (PAR):**

<b>Employee</b>	<b>Position</b>	<b>Salary Schedule</b>	<b>Effective Date</b>

#1992	Campus Security	E/5	9/27/24
#2062	School Activity Assistant	After001/5	9/27/24
Certificated Staff	Target Solution Modules	CE Hrly 004/01	9/1/24
Classified Staff	Target Solution Modules	Hrly	9/1/24
Beatriz Arambula	Instructional Aide	C/2	8/24/24
Gladys Barajas	Beginning of school year prep	F/1	8/19/24
Kianna Castro	Food service- substitute	D/1	9/30/24
Kianna Castro	Noon Duty – substitute	C/1	9/30/24
Kianna Castro	Instructional assistant – substitute Olivelands	C/1	9/30/24
Kianna Castro	School Activity Assistant	E/5	9/30/24
Jasmine Chavez	After School Activity Assistant – substitute	After/001	8/22/24
Jasmine Chavez	Instructional Assistant – substitute	C/1	9/1/24
Jasmine Chavez	Health Clerk – Substitute	F/1	9/1/24
Rudy Chavez	E-Sports	CE Hrly004/1	9/26/24
Kathryn DeSimone	Environmental Club	CE Hrly004/1	9/16/24
Cynthia Dore	Yearbook	CE Hrly004/1	9/2/24
Zachary Geist	E-Sports	CE Hrly004/1	9/26/24
Gladys Hinojosa	Translator-Olivelands	H/04	9/25/24
Claudia Mancilla	Translator-Olivelands	H/04	9/25/24
Javier Mena	Vex Robotics	CE Hrly004/1	9/3/24
Aaron Neidiffer	E-Sports	CE Hrly004/1	9/26/24
Brianna Vega	School Activity Assistant	After/001/1	10/7/24
#1992	Campus Security	E/5	9/27/24
#2062	School Activity Assistant	After001/5	9/27/24
Certificated Staff	Target Solution Modules	CE Hrly 004/01	9/1/24
Classified Staff	Target Solution Modules	Hrly	9/1/24

It was moved by Karen Schilbrack and seconded by Judy Barrios to approve/ratify Position Authorization Request Forms (PAR) as presented. Motion carried unanimously.

#### C. Old Items

None

#### D. New Items

##### 1. Approve Resolution #24-25-02 Resolution on Sufficiency of Instructional materials – Public Hearing.

It was moved by Claudia Saucedo and seconded by Karen Schilbrack to approve Resolution #24-25-02 Resolution on Sufficiency of Instructional materials. Motion carried unanimously.

**2. Approve the appointment of Board Members for Trustee Area 1 and Trustee Area 4. Karen Schilbrack for Area 1 and Jaime Padilla for Area 4.**

It was moved by Claudia Saucedo and seconded by Judy Barrios to approve The appointment of Board Members for Trustee Area 1 Karen Schilbrack and Area 4 Jaime Padilla. Motion Carried unanimously.

**3. Approve service agreement between Hip Hop Mindset LLC and Briggs Elementary School District for 2024-2025 school year in the amount of \$48,600.00(Discussion/Action).**

It was moved by Judy Barrios and seconded by Karen Schilbrack to approve service agreement between Hip Hop Mindset LLC and Briggs Elementary School District for 2024-2025 school year in the amount of \$48,600.00. Motion Carried unanimously.

**4. Approve renewal services from Securly in the Amount of \$8,001.60 for Technology Protection to Block or Filter Unnecessary Internet Access to Minors (Discussion/Action).**

It was moved by Judy Barrios and seconded by Claudia Saucedo to approve renewal services from Securly in the Amount of \$8,001.60 for Technology Protection to Block or Filter Unnecessary Internet Access to Minors. Motion carried unanimously.

**5. Approve Agreement with Ventura County Office of Education for CA-ERP Financial & Payroll/Personnel System 2024-2025 in the amount of \$8,955.00 (Discussion/Action)**

It was moved by Karen Schilbrack and seconded by Judy Barrios to approve Agreement with Ventura County Office of Education for CA-ERP Financial & Payroll/Personnel System 2024-2025 in the amount of \$8,955.00. Motion carried unanimously.

**6. Approve 2024-2025 Ventura County Office of Education Agreement for Annual Q SIS Hosting Service in the amount of \$8,520.66 (Discussion/Action)**

It was moved by Claudia Saucedo and seconded by Karen Schilbrack to approve 2024-2025 Ventura County Office of Education Agreement for Annual Q SIS Hosting Service in the amount of \$8,520.66. Motion carried unanimously.

**7. Approve agreement between Parker Anderson Enrichment and Briggs Elementary School District for 2024-2025 school year in the amount of \$381,600.00 (Discussion/Action).**

It was moved by Karen Schilbrack and seconded by Judy Barrios to approve agreement between Parker Anderson Enrichment and Briggs Elementary School District for 2024-2025 school year in the amount of \$381,600.00. Motion carried unanimously.

**5. Information Items**

**A. Correspondence**

None

**B. Board Member Comments**

Board Member Claudia Saucedo discussed the morning student drop-off At Briggs School and Olivelands School.

### **C. Superintendent's Report**

- Congratulations to Karen Schilbrack and Jaime Padilla on joining the school board, enhancing our supportive Board of Education.
- This year's Back to School Nights were successful, with excellent parent attendance; thanks to Sam, Lindsay, and the staff for their efforts.
- The Measure G Bond Campaign Committee is nearing the deadline for endorsements before the November ballot, with optimism about its passage.
- The Annual Organizational Meeting must occur by December 13, with a special meeting proposed for December 18 to address this.
- The District Dia de los Muertos celebration is scheduled for 5:00 PM on October 30 at Briggs School, inviting all to participate.
- Tomorrow at 10:00 AM, the CDE will release the statewide CAASPP/ELPAC data, followed by a presentation at next month's Board meeting to review our district's results.

### **F. Principals' Report**

#### **Lindsay Winegar:**

**Homeroom** – Ms. Winegar shared an example of the slides used weekly during the extended homeroom time. Homeroom at Briggs goes from 8:05 to 8:30. Each day of the week there is a focus; Mixer Monday, Tech Tuesday, Wellness Wednesday, Thoughtful Thursday and Fun Friday. The hope is to have students interact positively together while having the same message go out to everyone, staff and students alike.

**ASB Elections** – Briggs had their ASB elections for this school year. Ms. Winegar shared the campaign videos. The students elected Ian Loza as President, Isaiah Salazar as Vice President, Ivan Reyes for Treasurer and Tatyana Magana as Secretary.

#### **Sam Pacheco:**

**Back to School Nights at Olivelands** – Offered two days here to offset parking, we offered bus transportation on bus nights plus tacos were available for purchase. Overall, both nights were a success. Classrooms were full of excited families and teachers were well prepared.

**TK and Kindergarten Field Trip** – The kids had a blast at the Field Trip to Underwood Farms. This Field Trip was successful in part due to our parent chaperones who helped at this event. Teachers came back to school exhausted, but what a great learning experience it was for the children.

**Awards Assembly** – we held our first awards ceremony this year and it was a tremendous success. Students cheered for their friends and the auditorium was full. The students received awards in the areas of Reading, Math, Playground and Bus Safety.

**Library Update** – Our library is so close to re-opening, some of the furniture is now in place and we are actively working on placing books back onto the shelves. We are waiting on one more delivery to finalize the library. We are making great progress, and we look forward to completing this project.

**Professional Learning Communities** – Teachers are working together this year to dial in instruction by looking at data more intensely. They're working together to collect data that identifies areas of student needs, and then identify possible solutions. This process is new to our school this year and we are looking forward to making progress as we learn with our partnership with Solution Tree.

### **G. Calendar**

Attached

### **H. Enrollment**

District enrollment of 457 as of 10/9/2024.

## **6. Advance Planning**

### **A. Suggested Agenda Items**

Claudia Saucedo suggested adding morning student drop-off as an item for discussion.

### **B. Future Meeting Dates**

The next regular meeting is scheduled for Wednesday, November 13, 2024

## **7. CLOSED SESSION**

## **8. Adjournment**

There being no further business, meeting was adjourned at 7:41 PM.

Signed: \_\_\_\_\_  
Secretary of the Board

Date Approved: \_\_\_\_\_

Approved: \_\_\_\_\_  
Clerk of the Board