

**ANTELOPE VALLEY SCHOOLS TRANSPORTATION AGENCY
670 W. Avenue L-8
Lancaster, CA 93534**

Regular Meeting - Board of Directors

Tuesday, August 15, 2017

Regular Meeting | 9:00 AM

I. PRELIMINARY

Call to order by presiding Officer _____ at _____ a.m.

II. ROLL CALL

Members: Diane Grooms, President
Barbara Willibrand, Vice President
Dr. Ruben Zepeda, Clerk
Shawn Cabey, Member
Ruby Thompson, Alternate
Marguerite Johnson, Alternate
Alyssa Low, Alternate
Morris Fuselier III, Secretary and CEO

III. PLEDGE OF ALLEGIANCE

IV. APPROVAL OF THE AGENDA

Request approval of the Agenda for August 15, 2017, as presented.

Motion by _____ Seconded by _____ Yes ___ No ___

V. PUBLIC COMMENTS

Members of the public who would like to address the Board on any item **on the agenda** may do so now or when the President requests comments from the public as the item is being considered by the Board. Please identify the agenda item you wish to discuss. Individual speakers are limited to three (3) minutes each, and the total time for public input on each item shall be limited to twenty (20) minutes.

VI. CHIEF EXECUTIVE OFFICER'S REPORT

1. Accounts Receivable Reports as presented by Jo Anne Downen. (Reference A)
2. ASE Certification for Mechanics as presented by Mike Breivogel. (Reference B)
3. Child CheckMate System Update as presented by Mike Breivogel.
4. Insurance Settlement from bus accident on February 7, 2017 as presented by Morris Fuselier, III. (Reference C)
5. SIRMA Safety Incentive Award as presented by Morris Fuselier, III. (Reference D)
6. Safety Audit as presented by Morris Fuselier, III.

VII. INDIVIDUAL ACTION ITEMS

387 Consent Agenda Items:

Motion by _____ Seconded by _____ Yes ____ No ____

1. Minutes of the Regular Board Meeting held June 13, 2017. (Reference E)
2. Commercial Warrants & Purchase Orders for June 2017. (Reference G)
3. Commercial Warrants & Purchase Orders for July 2017. (Reference G)
4. Personnel Schedule. (Reference H)

388 Board Policy 4351 Employee Compensation: It is requested the Board of Directors approve the adoption of Board Policy 4351 Employee Compensation, as presented. (Reference I)

Motion by _____ Seconded by _____ Yes ____ No ____

389 Job Description: It is requested the Board of Directors approve the State Certified Instructor job description, as presented. (Reference J)

Motion by _____ Seconded by _____ Yes ____ No ____

390 2017/2018 Employee Handbook: It is requested the Board of Directors approve the 2017/2018 updates to the Employee Handbook, as presented. (Reference K)

Motion by _____ Seconded by _____ Yes ____ No ____

391 Purchase of Portable Lift: It is requested the Board of Directors approve the purchase of a new portable lift for the shop from ARI in the amount of \$39,929.46, as presented. (Reference L)

Motion by _____ Seconded by _____ Yes ____ No ____

394 Contract for Phone Services: It is requested the Board of Directors approves the contract with Broadvoice for phone services at a cost of \$1,169.94 per month, as presented. (Reference M)

Motion by _____ Seconded by _____ Yes ____ No ____

VIII. INFORMATION ITEMS

1. First Reading of Revised Board Policy 4015 Overtime Compensation, as presented by Jo Anne Downen. (Reference N)
2. First Reading of Proposed Board Policy Payment for Hospitality and Reimbursement for Travel, as presented by Jo Anne Downen. (Reference O)
3. First Reading of Proposed Board Policy Staff Development, as presented by Jo Anne Downen. (Reference P)
4. First Reading of Proposed Board Policy Travel Expenses, as presented by Jo Anne Downen. (Reference Q)
5. Results of DFEH Claim for Employee #5636.
6. Upcoming Events. (Reference R)

IX. BOARD MEMBER COMMENTS

X. CLOSED SESSION

395 The Board of Directors of the Antelope Valley Schools Transportation Agency adjourned to closed session at _____ to discuss the following:

1. Government Code Section 54957: Public Employee Discipline/Dismissal/Release.

2. Government Code Section 54957.6: Conference with Labor Negotiators.
Agency Representative: Morris Fuselier, II, CEO.
Employee Organization: CSEA.

3. Rejection of Claims for Damages: It is requested that the Board of Directors consider the rejection of the claims submitted, claim #534801, as presented.

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7. Rejection of Claims for Damages: It is requested that the Board of Directors consider the rejection of the claims submitted, claim #534801, as presented.

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9. CEO Appraisal.

XI. RECONVENE TO OPEN SESSION

396 The Board of Directors reconvened to open session at _____.

XII. ACTION TAKEN AS A RESULT OF CLOSED SESSION

XIII. ADJOURNMENT

397 The Board of Directors adjourned its meeting at _____,
on August 15, 2017.

Motion by _____ Seconded by _____ Yes ____ No ____

The next regular meeting of the Board of Directors is scheduled for Tuesday,
September 12, 2017, at 9:00 AM.

Any writings or documents that are public records and are provided to a majority of the governing board regarding an open session item on this agenda will be made available for public inspection in the Antelope Valley School's Transportation Agency Administrative Assistant's office, located at 670 West Avenue L-8, Lancaster, CA 93534 during normal business hours (8:00 a.m. – 4:00 p.m.).