



## COLD SPRING SCHOOL DISTRICT GOVERNING BOARD

### SPECIAL SESSION BOARD WORKSHOP

**MONDAY, APRIL 22, 2019  
6:00 PM**

**COLD SPRING SCHOOL AUDITORIUM  
2243 SYCAMORE CANYON ROAD, SANTA BARBARA, CA, 93108**

*Welcome to the meeting of the Cold Spring School District Governing Board.*

**Public Comments** – Members of the public are encouraged to attend Board meetings and to address the Board concerning any item on the agenda or within the Board's jurisdiction. In order to conduct district business in an orderly and efficient manner, the Board requires that public presentations to the Board comply with the following procedures:

*Persons wishing to address the Board must turn in a Request to Address the Board form prior to the agenda item or prior to the Public Comments period if the item is not on the agenda.*

*During the Public Comments agenda item (Item 4), members of the public may bring before the Board matters that are not listed on the agenda. The Board shall take no action or discussion on any item not appearing on the posted agenda, except as authorized by law. (Education Code 35145.5, Government Code 54954.2)*

*Members of the public may address the Board on any item on the agenda either before or during the Board's consideration of the item. A Request to Address the Board must be turned in prior to the agenda item.*

*Individual speakers shall be allowed three (3) minutes to address the Board on each agenda or non-agenda item. The Board shall limit the total time for public input on each item to 15 minutes.*

**Accessibility** – In compliance with the American Disabilities Act, if you need special assistance to participate in the meeting or need this agenda provided in disability-related alternative format, please contact the [Superintendent/Principal's Office](#). Notification 6 hours prior to the meeting will enable the District to make reasonable arrangements to ensure accommodation and accessibility to this meeting. Upon request, the District shall also make available this agenda and all other public records associated with the meeting in appropriate alternative formats for persons with a disability.

**Reports/Attachments** – Members of the public may request a copy of the agenda, or a copy of the documents constituting the agenda packet, of any meeting of the Governing Board.

**Cell Phones / Electronic Devices** – As a courtesy to all meeting attendees, please set cell phones and electronic devices to silent mode and engage in conversations outside the meeting room.

**COLD SPRING SCHOOL DISTRICT  
GOVERNING BOARD  
SPECIAL SESSION BOARD WORKSHOP  
  
AGENDA**

**MONDAY, APRIL 22, 2019  
6:00 PM**

**COLD SPRING SCHOOL AUDITORIUM  
2243 SYCAMORE CANYON ROAD, SANTA BARBARA, CA, 93108**

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**SPECIAL SESSION / CALL TO ORDER**

**1. CALL TO ORDER .....6:00 PM**

**2. APPROVAL OF THE AGENDA**

[Motion:\_\_\_\_\_Second:\_\_\_\_\_Ayes:\_\_\_\_\_Noes:\_\_\_\_\_Absent:\_\_\_\_\_Abstain:\_\_\_\_\_]

**3. PLEDGE OF ALLEGIANCE**

**4. PUBLIC COMMENTS**

During this time, the Board President may acknowledge requests to speak on a topic not on the agenda. Persons wishing to address the Board should make a written request prior to this agenda item.

**5. BOARD COMMENTS – COMMUNICATION/CORRESPONDENCE**

Individual Board Members may share information or correspondence with the Board, staff and the public.

**6. APPROVAL OF AUTHORIZED SIGNERS: DISTRICT PERSONNEL AUTHORIZED TO ACT AS DISTRICT AGENTS**

[Motion:\_\_\_\_\_Second:\_\_\_\_\_Ayes:\_\_\_\_\_Noes:\_\_\_\_\_Absent:\_\_\_\_\_Abstain:\_\_\_\_\_]

**7. APPROVAL OF THE RESOLUTION 2018-19/7 DELEGATING AUTHORITY TO MAKE CASH AND BUDGET TRANSFERS FOR THE 2019 CALENDAR YEAR**

[Motion:\_\_\_\_\_Second:\_\_\_\_\_Ayes:\_\_\_\_\_Noes:\_\_\_\_\_Absent:\_\_\_\_\_Abstain:\_\_\_\_\_]

**8. BOARD PROTOCOLS WORKSHOP**

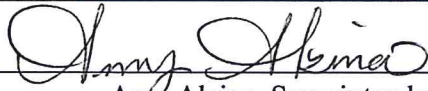

**9. ADJOURNMENT**

[Motion:\_\_\_\_\_Second:\_\_\_\_\_Ayes:\_\_\_\_\_Noes:\_\_\_\_\_Absent:\_\_\_\_\_Abstain:\_\_\_\_\_]



**AUTHORIZED SIGNATURES**  
**DISTRICT PERSONNEL APPROVED BY THE BOARD**  
**TO ACT AS DISTRICT AGENTS**

**DISTRICT:** Cold Spring School District

Signature <u></u> Typed Name/Title <u>Amy Alzina, Superintendent/Principal</u>	<input checked="" type="checkbox"/> Commercial <input checked="" type="checkbox"/> Contracts <input checked="" type="checkbox"/> Payroll
Signature <u></u> Typed Name/Title <u>Yuri Calderon, CBO &amp; General Counsel</u>	<input checked="" type="checkbox"/> Commercial <input checked="" type="checkbox"/> Contracts <input checked="" type="checkbox"/> Payroll
Signature <u>n/a</u> Typed Name/Title _____	<input type="checkbox"/> Commercial <input type="checkbox"/> Contracts <input type="checkbox"/> Payroll
Signature <u>n/a</u> Typed Name/Title _____	<input type="checkbox"/> Commercial <input type="checkbox"/> Contracts <input type="checkbox"/> Payroll
Signature <u>n/a</u> Typed Name/Title _____	<input type="checkbox"/> Commercial <input type="checkbox"/> Contracts <input type="checkbox"/> Payroll
Signature <u>n/a</u> Typed Name/Title _____	<input type="checkbox"/> Commercial <input type="checkbox"/> Contracts <input type="checkbox"/> Payroll

I certify that the above individuals are authorized to act as agents of the governing board.

Board President Signature: \_\_\_\_\_ Date: 4 / 22 / 19

REFERENCE:  
K-12: EC§42632, 42633, 17604  
COMMUNITY COLLEGE: EC§85232, 85233, 85655

**Note for Escape Financial System Users:** The district must have an active employee with access to Escape in order to authorize accounts payable. This form is needed in order to grant activity permissions necessary to authorize payments in Escape.


ATTACHMENT G



**CHANGES TO AUTHORIZED SIGNATURES**  
**DISTRICT PERSONNEL APPROVED BY THE BOARD**  
**TO ACT AS DISTRICT AGENTS**

**DISTRICT:** Cold Spring School District

**ADDITIONS:**

Signature <u></u> Typed Name/Title <u>Yuri Calderon, CBO &amp; General Counsel</u>	<input checked="" type="checkbox"/> Commercial <input checked="" type="checkbox"/> Contracts <input checked="" type="checkbox"/> Payroll
Signature <u>n/a</u> Typed Name/Title _____	<input type="checkbox"/> Commercial <input type="checkbox"/> Contracts <input type="checkbox"/> Payroll

**DELETIONS:**

Typed Name/Title <u>Maria Santa Cruz</u>	<input checked="" type="checkbox"/> Commercial <input checked="" type="checkbox"/> Contracts <input checked="" type="checkbox"/> Payroll
Typed Name/Title <u>n/a</u>	<input type="checkbox"/> Commercial <input type="checkbox"/> Contracts <input type="checkbox"/> Payroll

I certify that the above changes to authorized individuals to act as agents of the governing board.

Board President's Signature: \_\_\_\_\_ Date: 4 / 22 / 19

**Note for Escape Financial System Users:** The district must have an active employee with access to Escape in order to authorize accounts payable. This form is needed in order to grant activity permissions necessary to authorize payments in Escape.

REFERENCE:  
K-12: EC§42632, 42633, 17604  
COMMUNITY COLLEGE: EC§85232, 85233, 85655

**Note:** Please use this form if there are changes that occur after the organizational meeting in December.

**ATTACHMENT G(1)**



**RESOLUTION 2018-19/7 OF THE GOVERNING BOARD  
DELEGATION OF GOVERNING BOARD POWERS DUTIES  
AUTHORITY TO MAKE CASH AND BUDGET TRANSFERS**

**Whereas**, Education Code Section 35161 provides that “The governing board of any school district may execute any powers delegated by law to it or to the district of which it is the governing board, and shall discharge any duty imposed by law upon it or upon the district of which it is the governing board...” and

**Whereas**, Education Code Section 35161 further provides that the governing board “...may delegate to an officer or employee of the district any of those powers or duties. The governing board, however, retains ultimate responsibility over the performance of those powers or duties so delegated;” and

**Whereas**, the governing board of the Cold Spring School District recognizes that, while the authority provided in Education Code Section 35161 authorizes the board to delegate any of its powers and duties, the governing board retains the ultimate responsibility over the performance of those powers and duties; and

**Whereas**, the governing board further recognizes that where other Education Code provisions authorize a delegation of authority for a specific purpose, but impose restrictions on such delegated authority, these restrictions must be observed;

**Now, Therefore, Be It Resolved** that, in accordance with the authority provided in Education Code Section 35161, the governing board of the Cold Spring School District hereby delegates to the following officers or employees of the district, the authority to make cash and budget transfers between and within district funds as necessary for the payment of obligations of the district effective from the date this resolution is passed through the year-end accrual phase without submitting the transfers as part of a specific board resolution.

Amy Alzina, Superintendent/Principal	n/a
Authorized District Employee/Officer	Authorized District Employee/Officer
Yuri Calderon, CBO & General Counsel	n/a
Authorized District Employee/Officer	Authorized District Employee/Officer

**Passed and adopted** this 22 day of April, 2019 by the following vote:

**Ayes:**

**Noes:**

**Absent:**

**Abstain:**

Board President's Signature: \_\_\_\_\_ Date: 4 / 22 / 19

**Note for Escape Financial System Users:** The district must have an active employee with Escape access authorized to perform cash and budget transfers. This resolution is needed in order to grant activity permissions necessary to authorize certain budget and cash transfers (i.e., interfund cash transfers and deposits) in Escape.

REFERENCE:  
K-12: EC§35161

**ATTACHMENT H (1) – K-12 DISTRICTS**