

**RICHGROVE ELEMENTARY SCHOOL DISTRICT  
REGULAR BOARD OF EDUCATION MEETING**

November 7, 2018

6:00pm

MINUTES

OPENING CEREMONY

The Board of Education meeting called to order at 6:01pm by Board President, Alexandra Guerrero in the Richgrove School District Conference Room located at 20908 Grove Drive in Richgrove, California.

ATTENDANCE

	Arrive	Leave	Absent
Alexandra Guerrero, President	6:01	7:14	
Hernan Hernandez, Clerk	6:01	7:14	
Yaneli V. Carrillo, Member	6:01	7:14	
Paul Cervantes, Member	6:11	7:14	
Marisela Lopez, Member			XX
Mario Millan, Secretary	6:01	7:14	

BOARD AGENDA

The Board reviewed the board agenda as presented.

Motion

Motion by Mrs. Carrillo, seconded by Mr. Hernandez to approve the board agenda as presented. Vote; 3-2-0 (M.Lopez/P.Cervantes being absent)

BOARD MINUTES

The Board reviewed the board minutes for the Regular Meeting of October 11, 2018 as provided.

Motion

Motion by Mr. Hernandez, seconded by Mrs. Carrillo to approve the board minutes for meetings; September 13, 2018 as presented. Vote; 3-2-0 (M. Lopez/P.Cervantes being absent)

ASB REPORTS

Ms. O'Shaughnessy provided the Board with the current month of the ASB Report for month of September. Non-action item.. Informational Only.

BOARD MEMBER REPORTS

Mobile Clinic

Mr. Hernandez informed the Board that the Fresno Food Bank will providing food to the Richgrove community on 2<sup>nd</sup> Wednesday/month from 3-5pm; Food Link also provides food commodities on 2<sup>nd</sup> Thursday/month.

SUPERINTENDENT'S REPORTS

The Board received the following information;  
Campus Upgrades/Quotes for Future School Projects; Mr. Millan informed the Board that canopies at middle school quad being installed and completed next week; canopies for 400,500 & 600 wings-cement foundation currently being installed; Broiler room has been cleaned out

and complete; should be ready for storing of district documents within next 2 months; replacement of sidewalks being completed following state requirements; classroom cabinet need upgrading and/or replacing; school kitchen floors to be retiled along with new splash walls – also removing boards from school cafeteria windows and replacing the windows; Archive room ready – working on purchasing the filing cabinets for storage

**Modular Classrooms**; Mr. Millan reported that modular classrooms would cost about \$4 million; mentioned district is debt free and recommends to consider a loan-(existing blue prints good only 5 years) looking at 11 modular classrooms, Board decision if go ahead with project as the existing modular classrooms need replacement soon.

Meeting arrival

Mr. Cervantes arrived at meeting.  
Time: 6:11pm

**Conferences/Workshops**; Board received a list of conferences & workshops to which several employees are scheduled to attend during the month of November.

**District Parent Workshop**; parent workshops provided 1x/month every Thursday with variety of topics helpful to parents-(Nov.29<sup>th</sup> @5:30pm- topics; behavior/responsibility/reinforcers, establishing routines, school/class expectations, positive discipline, parent involvement, avoiding power struggles with children.

**School District Calendar**; Parent/Teacher Conferences-November 13-16, 2018 (student dismissal @ 1:30pm), School Holiday; Veteran's Day- November 12, 2018, Thanksgiving Break; November 19-23, 2018 (Campus Closed on November 22-23, 2018, and SCICON Day Trip (5<sup>th</sup> grade students) on November 28, 2018.

**Local Indicators Report (Dashboard)/LCAP**-Mr. Millan mentioned 5 Local Indicators complete the Dashboard as follows --

Priority#1=being Basic Conditions

Priority #2=Implementation of State Academic Standard

Priority #3=Parent Engagement

Priority #6=School Climate

Priority #7=Broad Course of Study

Richgrove School District scored "Met" for all five Local Indicators.

## **CONSENT AGENDA/**

## **ROUTINE BUSINESS ITEMS**

District Warrants

The Board reviewed the current Business Warrants (October 11, 2018 to November 1, 2018), Student Inter-District Attendance Requests for 1819 and accepting/ratifying employment of Maintenance/Custodian & Instructional Aide.

Motion

Motion by Mr. Hernandez, seconded by Mrs. Carrillo to approve the

Business Warrants, Student Inter-district Attendance Requests for 1819 along with employment of Maintenance/Custodian & Instructional Aide as presented. Vote; 4-1-0 (M.Lopez being absent)

**NEW BUSINESS**

**Budget Revisions**

Ms. O'Shaughnessy provided the Board with the current **budget revisions;#1-** Fund 010= General Expenditures; Resource 30100/Title-1, Parent Involvement increased 1% overall grant to more than \$500,000- revision done to comply with criteria and Parent Involvement for CABE registrations increased by \$2K; Resource 00000= 1819 budget amount for planning of Modular classrooms increased by \$28,250.00 for DSA Project Filing Fees.. correction done on Capital Asset Projects of Alarm System, Campus Lighting and Archive Room Floor (no overall budget increase).

**Budget Revisions #2-** Fund 010=General Expenditures; Resource 00000-School Board CSBA membership dues increased by \$93 for 1819, expenditures to cover cost; General Fund Instructional budget increased by \$4,245 for salary schedule column movement of one teacher; Redistribution of budget amounts done for Shade Structure & HVAC project (no increase to budget); Resource 07200 Supplemental Concentration= Redistribution between supplies & non-capital assets done in both Band/Mariachi budgets (no increase to budget); Resource 30100-Title I; additional units for one teacher resulted in salary/benefit increase of \$16,161.. budget revision done from Title I-Instructional Supplies into salaries/benefits; \$244 moved from staff conference/travel to House PD to cover additional cost during in-service; Resource 62300-Prop.39/cover architect cost of \$1,095 added to Prop.39 HVAC budget (funds available from Prop.39 entitlement) Fund 120 –Child Development Fund; CSPP & CCTR jointly increased by \$19,254 for cost of increase to 8-hour PS office clerk; Fund140-Deferred Maintenance=final DSA charges for room #505 floor project added \$2,728 to Fund140; Fund251= expenditure of \$3,445 added to Developer Fees for refund of Develop9er Fees paid in 2004; Tulare County RMA deemed it justified circumstances causing building project not be completed.

Motion

Motion by Mr. Cervantes, seconded by Mr. Hernandez to approve the budget revisions as presented. Vote; 4-1-0 (M.Lopez being absent)

CHDV Contracts

The Board received copies of the CHDV Amended Contracts indicating an increase in both CCTR-8301 and CSPP-8654 in rate per child with no change in minimum days of operation.

Motion

Motion by Mr. Cervantes, seconded by Mrs. Carrillo to approve the amended CHDV Contracts as presented.  
Vote; 4-1-0 (M.Lopez being absent)



Setting Date- Annual Board Re-Organization	Mr. Millan provided the form requesting setting date for the Annual Re-Organization of the School Board. After board discussion, members present agreed to hold the organizational meeting on December 13, 2018 at 6:00pm.
Motion	<u>Motion by Mr. Hernandez, seconded by Mrs. Carrillo to set the Annual Board Re-Organizational meeting on December 13, 2018 at 6pm.</u> <u>Vote; 4-1-0 (M. Lopez being absent)</u>
Reimbursement-Travel Expenses- <b>Board Policy</b>	The Board received the "updated" Board Policy "Staff Reimbursement for Travel Expenses. Revision to be; <i>"per diem rate increased from \$65 to \$75-paid by the District"...for a full conference day and \$40 for a travel day to be given to staff at time of departure or if there is insufficient time for processing, a check will be issued upon their return. Also, a single day workshop, where no lunch is provided, lunch shall be reimbursed based on actual &amp; necessary meal costs, not to exceed \$20, including gratuities not to exceed 15%. All meal and gratuity expense claims must be accompanied by a receipt verifying gratuity amounts. Gratuities will not be reimbursed without a receipt.)</i> <i>**Spouses/Guests=costs incurred for non-employees taken along on official school business cannot be paid by the District unless they too are serving at the direction of the board. If expenses are included in claims, a certification must be included by the District that reimbursement has already been received for all non-employee expenses. Revised policy has been provided to TCOE and awaiting their feedback. Non-action agenda item.</i>
Textbooks/Inst. Materials Request to Discard	Mr. Millan provided the Board with a list of outdated and/or damaged textbooks and instructional materials; some of which can be sold to an interested company upon board approval.
Motion	<u>Motion by Mr. Cervantes, seconded by Mr. Hernandez to approve to discard the list of outdated/damaged textbooks/instructional materials as requested. Vote; 4-1-0 (M.Lopez being absent)</u>
Technology Equipment Request to Discard	Mr. Millan gave the Board with a list of damaged/outdated technology equipment, etc.; to discard. Board approval requested.
Motion	<u>Motion by Mr. Hernandez, seconded by Mr. Cervantes to approve to discard the outdated/damaged technology equipment as presented. Vote; 4-1-0 (M.Lopez being absent)</u>
Library Books Request to Discard	The Board received a list of outdated and/or damaged library books requesting to be discarded. The Board reviewed the information as presented. After discussion, it was decided that the books be donated/given to the students and parents during the District's Family Reading Night.

Motion

Motion by Mr. Cervantes, seconded by Mrs. Carrillo to approve to donate the outdated/damaged library books to the students and parents for use during Family Reading night. Vote; 4-1-0

E-Rate Compliance Services

Ms. O'Shaughnessy provided on the E-Rate Compliance Services and reported it was same company but different contract for the current school year. Board approval recommended.

Motion

Motion by Mr. Hernandez, seconded by Mrs. Carrillo to approve the contract with the current E-Rate Company as presented/recommended. Vote; 4-1-0 (M.Lopez being absent)

Employer Considerations-  
Classified Employee Summer  
Assistance Program

Ms. O'Shaughnessy provided the Board with the information on the Employer Considerations for Classified Employee Summer Assistance Program for the upcoming 2019-20 school year. Classified staff will qualify if employed with the District for at least one year at time of acceptance to participation with the program; must be employed by the District fewer than 12 months per fiscal year; not receive regular annual pay received directly from the District that is more than two times the full-time pay of a classified employee, paid at the state minimum waged for an entire school year. By May of 2019, CDE will notify participating LEAs of the estimated of state match funding can be expected to receive, the match may be less than \$1 for \$1. The Board went into discussion.

Annual Developer Fees Report

Ms. O'Shaughnessy provided a copy of the Annual Developer Fees Report for Board consideration/approval. No changes were reported except for providing a refund of developer fees paid in 2004 in the amount of \$3,445.05 as projected building not be completed.

Motion

Motion by Mr. Hernandez, seconded by Mrs. Carrillo to approve the Developer Fees Report as presented. Vote; 4-1-0 (M.Lopez being absent)

**CLOSED SESSION**

Board went into Closed Session to discuss student suspension/expulsion, personnel items, and collective bargaining matters or to confer with legal counsel.

Time: 0:00pm

**OPEN SESSION**

Board returned to Open Session with the following action items.

Time: 0:00pm

Next Meeting Date

The next board meeting scheduled for Thursday, December 13, 2018 at 6:00pm in the District Office Conference Room.


Motion

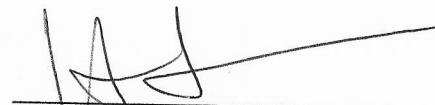
Motion by Mrs. Carrillo, seconded by Mr. Hernandez to adjourn the regular board meeting of November 7, 2018. Vote; 4-1-0 (M.Lopez being absent)

Adjournment

The meeting adjourned.  
Time: 7:14pm

Respectfully submitted,

  
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Mario Millan, Secretary

  
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Hernan Hernandez, Board Clerk