

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

January 10, 2019

5:30pm

MINUTES

**OPENING CEREMONY**

The Board of Education meeting called to order at 5:30pm 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	5:30	6:40	
Marisela Lopez, Clerk	5:30	6:40	
Yaneli V. Carrillo, Member	5:30	6:40	
Paul Cervantes, Member			XX
Martha Martinez, Member	5:30	6:40	
Mario Millan, Secretary	5:30	6:40	

**BOARD AGENDA**

The Board reviewed the board agenda as presented.

Motion

Motion by Ms. Martinez, seconded by Mrs. Lopez to approve the board agenda as presented. Vote; 4-1-0 (P.Cervantes being absent)

**BOARD MINUTES**

The Board reviewed the board minutes for the Regular Meeting of December 13, 2018 as provided.

Motion

Motion by Mrs. Lopez, seconded by Mrs. Carrillo to approve the board minutes for meeting; December 13, 2018 as presented.  
Vote; 4-1-0 (P.Cervantes being absent)

Financial Audit 1718

Mr. Gustavo Corona, School District Financial Auditor, addressed the Board and provided them with a brief review of the 1718 Financial Audit explaining the results of the audit. He mentioned district received one finding; paperwork on kindergarten student not dated as required and would cost the district ADA for one student. Overall, financial audit for 1718 is good.

**ASB REPORTS**

Ms. O'Shaughnessy provided the Board with the current month of the ASB Report for month of November. Informational, non-action.

**SUPERINTENDENT'S REPORTS**

The Board received the following information;  
**Campus Upgrades/Quotes for Future School Projects;** Mr. Millan reported that during Winter Break, a few school projects have been completed; school alarm upgraded, new phone system installed, school cafeteria now has new storage area, former Boiler Room, has been remodeled into an archive room for personnel information and other

confidential files (fireproof filing cabinets have been purchased; cabinets in classrooms being replaced or redone as well as windows in #505 with dark glass (gradually replace windows in all classrooms; gym floor has been repainted; concrete placed in front of technology building along with handicap ramps as per DSA requirements; working on HVAC system for classrooms #207-209; cafeteria kitchen purchased/installed new tilting skillets, new motorized sliding door at serving line, and new freezer; shade structures being installed soon at elementary side (adding lights to canopies).

**Conferences/Workshops;** Board received a list of conferences & workshops to which several employees are scheduled to attend during the month of January 2019).

**Annual Budget Meeting;** Budget Meeting scheduled for Friday, February 8, 2019 at Hodel's Country Dining in Bakersfield from 8:00am to 3:30pm. Board members asked to inform RC if attending.

**Superintendent's Evaluation;** Mr. Millan stated superintendent's evaluation to be provided via email to board members for review as due date is April 26, 2019.

**CONSENT AGENDA/  
ROUTINE BUSINESS ITEMS**

**District Warrants**

The Board reviewed the current Business Warrants (December 20, 2018 to January 3, 2019) as provided.

**Motion**

**Motion by Mrs. Lopez, seconded by Ms. Martinez to approve the Business Warrants as presented. Vote; 4-1-0 (P.Cervantes being absent)**

**NEW BUSINESS**

**Budget Revisions**

Ms. O'Shaughnessy provided the Board with the current **Budget Revisions**; Fund 010; General Expenditures, Resource 30100/Title 1..District participating in Latino Family Literacy Project in January; budget increased by \$2,795 to the Title 1 for teacher & instructional aide staff to facilitate the project; Resource 40350-Title II- final IMPACT contract w/TCOE requires District provide 80 hours of Mentor Teacher time for participating intern, additional \$2,414 added to Title II budget for wages/benefits to meet requirement.. Only 35 hours originally budgeted; Resource 00000-shade structure bdt redistributed to cover DSA inspector fee of \$4,800,(no increase to overall budget); Fund 130-Expenditures/Resource 53100, revision done to include E.Serrato salary/benefits in cafeteria bdt, due to error on excel spreadsheet at bdt adoption, retiree H/W budget amount also adjusted to include two retirees instead of one.

**Motion**

**Motion by Ms. Martinez, seconded by Ms. Lopez to approve the budget revisions as presented. Vote; 4-1-0 (P.Cervantes being absent)**

**Staff Reimbursement**

Mr. Millan provided the Board with the "second reading" on the Board

**Board Policy (REVISED-2<sup>nd</sup> Rdg.)** Policy for Staff Reimbursement for Travel Expenses. Referencing employee will receive reimbursement for the conference/workshop attended with a copy of the receipt is provided upon their return.

One-Day Workshop; employees will receive reimbursement based on actual and necessary meal costs, not to exceed \$20, including gratuities are reimbursable (not to exceed 15%) and to be verified by a receipt.

Motion

Motion by Ms. Martinez, seconded by Mrs. Carrillo to approve the 2<sup>nd</sup> reading of Board Policy-Staff Reimbursement for Travel Expenses as presented with changes. Vote; 4-1-0 (P.Cervantes being absent)

Kinder "Opt-Out" Letter

Mr. Millan provided the Board with a copy of the Kinder "Opt-Out" letter required by CHOICES Program indicating that students in grades 1-8 are designated as priority students to be served; kindergarten students are not as developmentally or emotionally ready to meet the rigorous 15 hour per week attendance and activity equipment that students in stated grade levels are.

Motion

Motion by Mrs. Carrillo, seconded by Ms. Martinez to approve the Kinder "Opt-Out" Letter as presented. Vote; 4-1-0 (P.Cervantes 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, February 14, 2019 at 5:30pm in the District Office Conference Room.

Motion

Motion by Ms. Martinez, seconded by Mrs. Carrillo to adjourn the regular board meeting of January 10, 2019. Vote; 4-1-0 (P.Cervantes being absent)

Adjournment

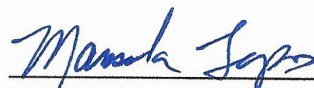
The meeting adjourned.

Time: 6:40pm

Respectfully submitted,



Mario Millan, Secretary



Marisela Lopez, Clerk