

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

October 12, 2017

6:30pm

MINUTES

OPENING CEREMONY

The Board of Education meeting called to order at 6:34pm 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	6:34	7:40	
Hernan Hernandez, Clerk	6:34	7:40	
Yaneli V. Carrillo, Member	6:34	7:40	
Paul Cervantes, Member	6:34	7:40	
Marisela Lopez, Member	6:34	7:40	
Mario Millan, Secretary	6:34	7:40	

BOARD AGENDA

The Board reviewed the board agenda as presented.

Motion

Motion by Mr. Cervantes, seconded by Mrs. Carrillo to approve the revised board agenda as presented to include . Vote; 5-0

BOARD MINUTES

The Board reviewed the board minutes for the Regular Meeting of September 14, 2017 as presented.

Motion

Motion by Mr. Hernandez, seconded by Mrs. Carrillo to approve the board minutes for meetings; (R) September 14, 2017 as presented. Vote; 5-0

ASB REPORTS

The ASB Reports were tabled to the November board meeting.

Introduction of NEW 1718
Personnel

Mr. Millan introduced a few of the NEW 1718 hires who attended the board meeting. Mr. Ben Leon (PE Teacher), Maria Ramos (School Psychologist), Maria Avalos (Cafeteria Cook), Neida Pimentel (Office Clerk/Cross Guard), and Aubree Gonzales (Office Clerk/Yard Duty Assistant); each requested to provide the Board with a brief summary of their career background/experience.

Ben Leon

Mr. Leon addressed the Board and stated had received his BA in Kinesiology and Physical Education; working on his internship program through the TCOE Impact Program... grateful to be working at Richgrove.

Maria Ramos

Ms. Ramos stated having received her BA in Psychology and a Master Degree in Educational Specialist; completed her internship in Sunnyside

and Pleasantville. She mentioned Richgrove students are a challenge but enjoys working at Richgrove.

Maria Avalos

Ms. Avalos informed the Board she worked for the prison system for last 15 years as a cook; mentioned that working at Richgrove School is slightly different but enjoys it.

Neida Pimentel

Ms. Pimentel is working towards BA in Liberal Studies and wants to be a teacher in the near future. Currently works as a JV Cheer Coach and works as volunteer for the religious program in the community.

Aubree Gonzales

Ms. Gonzales informed the Board that currently Varsity Cheer Coach and assists with the Richgrove School football program; has 15 years of cheer/dance experience, working towards her BA in Liberal Studies and hopes to become a teacher.

BOARD MEMBERS

Mr. Hernandez addressed the Board and provided a brief update on the mobile clinic. Health care to be provided on October 26, 2017 from 1-5pm and Food Link Program to provide free produce from 3-5pm one-time monthly every 4th Thursday. Clinic to be built behind the Gudino's place of business in Richgrove; facility to have approximately eleven (11) exam rooms.

SUPERINTENDENT'S REPORTS

Mr. Millan provided them the information as follows;

Campus Upgrades; Repairs #505 have begun, hit hardpan while installing 9 ft. pillars/waiting for notice to proceed from engineer; might need special machinery; classroom shelving need be removed; found lead in paint/might need to rebuild/redesign classroom cabinets – same company that removed asbestos, will work on lead paint 1-2 classrooms at a time.

Quotes for Future Projects; quote received for concrete project behind the school cafeteria for \$86K – need demolition of non-compliant ramps, original plans from engineer not clear, might not include ramps; also waiting on approval for fire/safety plans from engineer.

Conferences/Workshops; (1) Oct.5-“Number Talks”, TCOE (3rd gr.tchr. attending); (2) Oct.10-“Supporting Mathematic Understanding” TCOE (1st & 6th tchrs. Attending); (3) Oct.12-“Number Talks”, TCOE (2nd gr.tchrs. attending); (4) Oct.13-“CA Science Conference”, Sacto. 5th,6th, 8th gr.tchrs. attending; (5) Oct. 13th, “Exploring Fractions thru Numbers” –TCOE (3rd& 6th tchrs. attending; (6) Oct13-15 “Paxton Patters Training”- North Carolina (MS tchr. Attending); (7) Oct26 “CAASPP Digital Training” - Ventura (Morris attending); (8) Oct24 “Principals Role in Instructional Process” TCOE (Millan/Morris attending); (9) Oct25 “Putting it all together Mathematics” – TCOE (5th gr.tchr. attending);

REMINDER; Annual CSBA Conference; San Diego, CA November 30-December 2nd (Registration deadline; November 1, 2017)

District Correspondence; TCOE/Fiscal Budget .. informing the school district budget for 1718 was reviewed and approved.

**CONSENT AGENDA/
ROUTINE BUSINESS**

District Warrants

Business Warrants Request (September 14, 2017 to October 5, 2017), Student Inter-District Attendance Agreement Requests for 1718 and ratify/accept staff resignations and new hires for 1718. The board reviewed the information as provided.

Motion

Motion by Mr. Cervantes, seconded by Mrs. Carrillo to approve the items on the Consent Agenda as presented and table one Inter-District Attendance Request as recommended. (Mr. Millan to meet with the family). Vote; 5-0

OLD BUSINESS

Board Policy; Reimbursement
Of Travel Expenses
(Hotel Accommodations)

Mr. Millan addressed the Board and provided the information on the revised board policy for hotel accommodations relative to district staff attending AM/PM workshops/trainings and having the option of obtaining hotel accommodations pending workshop/training end time and length of travel. The Board went into discussion.

Motion

Motion by Mr. Cervantes, seconded by Mrs. Carrillo to approve that district staff obtain hotel accommodations pending workshop/training end time and/or length of travel at administrator's discretion as recommended. Vote; 5-0

Delegation to Administration
For Selection of Bidders

Mr. Millan reminded the Board that at a previous meeting, the Board approved to authorize administration to select from a list of bidders below the \$150,000 threshold; after selection is made, provide all required documentation to the Board at the upcoming board meeting.

NEW BUSINESS

Budget Revisions

Ms. O'Shaughnessy provided the Board with the current budget Revisions; #1--Fund 010-General Fund-Resource 00000/Gen.Fund contribution to Deferred Maintenance Fund set up under new object code 80910-\$269.577; Fund 400 & Fund 010-budget codes added allowing transfer of remaining balance in Fund 400, Capital Outlay back to Gen.Fund 010-\$1,737,132.98; bd.apprvl. required of resolution (details included);

She also provided batch #2 budget revisions; Fund 010-Gen.Fund;

Resource 00000/unrestricted, 33100/65000 SpEd & 07200 Supp/Concentration; revision covers 3 diff. resources; #1-combined reduction \$58,516 in SpEd revenues, Federal/State; 2nd- 2 tchrs have submitted additional units & moved in Column/Step placement plus increased needed of one-to-one Sp.needs inst.aides. Revisions; both State(65000)/Federal (33100) revenues reduced; sp.resour4ce tchr moved from 65000 to Supp/Concentration 07200 w/ SpEd goal/function, using expenditure budgeted for vacant EL Coach position; 2 SpEd aides moved from Supp/Con function 47600 to SpEd coding goal 57700, function 11300; recourse 00000 for tchr. Salaries/Benefits increase to cover Column/Step movement of gen. subject tchr.; Fund-120/CHDV-3 preschool tchrs submitted additional units, moved up in range on salary scale – increase of \$4,602.

Motion

Motion by Mr. Cervantes, seconded by Mrs. Lopez to approve the budget revisions as presented. Vote; 5-0

Inter-Fund Transfers 1718
Resolution #17/18-06

Ms. O’Shaughnessy provided the Board with the Inter-Fund Transfer Resolution #17/18-06 authorizing the district to make transfers between various funds in accordance with budget, not to exceed the amount of appropriation.

Motion

Motion Mr. Hernandez, seconded by Mrs. Carrillo to approve the Resolution #1718-06 as requested. Vote; 5-0

Inter-Fund Transfer-Special
Reserve Fund to Gen.Fund
Resolution #17/18-08

Ms. O’Shaughnessy provided the Board with a copy of the Inter-Fund Transfer for Special Reserve Fund to General Fund Resolution #1718-08 established for purpose of; backup generator (\$650,000), addition of music/band room (\$350,000), and unused funds from a terminated electrical upgrade project (balance with accrued interest-\$737,132.98); requesting to transfer back to unrestricted general fund. With board approval district administration will revise the budget and request County Treasurer to transfer \$1,737,132.98 to General Fund #010.

Motion

Motion by Mr. Cervantes, seconded by Mrs. Lopez to approve Resolution #17/18-08 authorizing district administration to make transfer of \$1,737, 132.98 to unrestricted General Fund #010 as requested. Vote; 5-0

Inter-Fund Loans 1718
Resolution #17/18-07

Board also received Resolution #17/18-07 which authorizes district administration to make inter-fund loans to cover temporary cash shortages occasionally as needed for cash-flow purposes and repay transfers as funds become available for the 1718; board approval requested.

Motion

Motion by Mrs. Carrillo, seconded by Mr. Cervantes to approve Resolution #17/18-07 authorizing inter-fund loans to cover temporary cash shortages and repay as funds become available. Vote; 5-0

**RESOLUTION OF THE GOVERNING BOARD OF
RICHGROVE ELEMENTARY SCHOOL DISTRICT**

In the matter of Authorizing)
Inter-fund Transfers)
In Accordance with the Budget)

RESOLUTION #17/18-06


WHEREAS, the Governing Board of the District adopted its Annual Budget for the Fiscal Year 2017-2018 ; and,

WHEREAS, the Governing Board of the District approved Inter-fund Transfers between the various funds of the District as recorded in the budget document in accordance with Education Code;

THEREFORE, BE IT RESOLVED that the Governing Board authorizes District Administration to make inter-fund transfers in accordance with the budget, not to exceed the amount of appropriation.

THE FOREGOING RESOLUTION WAS ADOPTED upon motion of Hernan Hernandez, seconded by Yaneli V.Carrillo, at a regular meeting of the Governing Board on the 12th day of October, 2017 by the following vote.

Ayes: Hernan Hernandez, Yaneli V.Carrillo, Alexandra Guerrero, Paul Cervantes, Marisela Lopez
Noes: -0-
Abstentions: -0-
Absent: -0-



Secretary/Clerk of said District Board (Mario Millan)

RESOLUTION OF THE GOVERNING BOARD OF
Richgrove SCHOOL DISTRICT

In the matter of Authorizing Inter-fund Transfer)
from Special Reserve Fund to General Fund) **RESOLUTION #17/18-08**

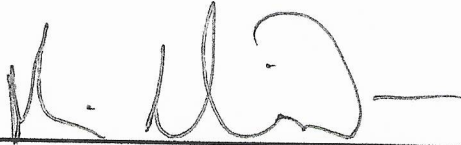
WHEREAS, the RICHGROVE ELEM SCHOOL DISTRICT has established a School District Special Reserve Fund for the purpose of a Backup Generator, \$650,000.00; the addition of a Music/Band Room, \$350,000.00; and the unused funds from an Electrical Upgrade Project when it was terminated along with accrued interest on the balances, \$737,132.98; and,

WHEREAS, the RICHGROVE ELEM. SCHOOL DISTRICT has a need to transfer monies from the School District Special Reserve Fund to General Fund for the purpose of moving funds for designated projects, that the Board has determined will not be done, back to the unrestricted General Fund.

_____ ;
THEREFORE, BE IT RESOLVED that the Governing Board authorizes District Administration to revise the budget for and request the County Treasurer to transfer \$ 1,737,132.98 from the district Special Reserve Fund #400 to the district General Fund #010.

THE FOREGOING RESOLUTION WAS ADOPTED upon the motion of Paul Cervantes, seconded by Marisela Lopez, at a regular meeting of the Governing Board on the 12th day of October, 2017 by the following vote.

Ayes: Paul Cervantes, Marisela Lopez, Alexandra Guerrero, Hernan Hernandez, Yaneli V.Carrillo
Noes: -0-
Abstentions: -0-
Absent: -0-



Secretary/~~Clerk~~ of said District Board (Mario Millan)

**RESOLUTION OF THE GOVERNING BOARD OF
RICHGROVE ELEMENTARY SCHOOL DISTRICT**

In the Matter of Authorizing)
Inter-fund Loan for)
Cash Flow Purposes)

RESOLUTION #17/18-07

WHEREAS, the Richgrove Elementary school district administers various funds; and,

WHEREAS, the school district occasionally has cash shortages in it's segregated funds at the county treasury; and,

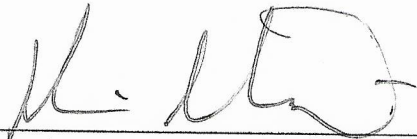
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WHEREAS, Education Code Section 42603 authorizes inter-fund loans to cover such temporary cash shortages;

THEREFORE, BE IT RESOLVED that the Governing Board of the Richgrove Elem. school district authorizes the District Administration to transfer funds as needed for cash-flow purposes and to repay those transfers as funds become available for the 2017-18 school year.

THE FOREGOING RESOLUTION WAS ADOPTED upon the motion of Yaneli V.Carrillo, seconded by Paul Cervantes, at a regular meeting of the Governing Board on the 12th day of October, 2017 by the following vote.

Ayes: Yaneli V.Carrillo, Paul Cervantes, Alexandra Guerrero, Hernan Hernandez, Marisela Lopez
Noes: -0-
Abstentions: -0-
Absent: -0-



Secretary/Clerk of District Board (Mario Millan)

CHDV Contracts Grant
Increases

Ms. O'Shaughnessy informed the Board that the CHDV Program has received a grant increase to the daily reimbursement rate;
CTTR-\$45.20/child/day
CSPP-\$45.73/child/day
Increase will reduce the encroachment on district funds

Motion

Motion by Mrs. Carrillo, seconded by Mrs. Lopez to accept the grant increase for CHDV programs (CTTR-7307 & CSPP-7651) as presented. Vote; 5-0

CHOICES 1718 Program
Kinder Opt-Out Letter

Mr. Millan presented to the Board a letter addressed to the CHOICES/TCOE stating Richgrove ESD decision to only provide services to grades 1st thru 8th and not offer services to kindergarten students as they are not as developmentally or emotionally ready to meet the rigorous 15 hour/week attendance curriculum program. Board requested to formalize the kinder opt-out letter for FY-1718.

Motion

Motion by Mr. Cervantes, seconded by Mrs. Carrillo to approve the Kinder Opt-Out letter to CHOICES program as presented. Vote; 5-0

Federal Grant Funds-Business
& Non-Instructional
Operations #3230(a)
BP & AR – “2nd Reading”

The Board received the information on the “2nd Reading of the BP & AR for Federal Grant Funds-Business & Non-Instructional Operations #3230(a); reported that Board Policy regulates the responsibility of the district to maintain fiscal integrity and transparency in the use of all funds awarded through federal grants. District shall comply with all requirements detailed in any grant agreement with an awarding agency and with the Federal Uniform Administrative Requirements, Cost Principals, and Audit Requirements for Federal Awards specified in 2 CFR 200.0-200.521 and any stricter state laws and board policy. Administrative Regulation states same information Board Policy but includes more specific detailed instructions and requirements on spending any federal grand funds. “First Reading” – board action not needed.

Motion

Motion by Mr. Hernandez, seconded by Mr. Cervantes to approve the “2nd Reading of Board Policy & Administrative Regulations on Federal Grant Funds-Business & Non-Instructional Operations #3230 as presented. Vote; 5-0

BP & AR; Independent
Study – **First Reading**

The Board also received information on BP/AR on Independent Study for the “1st Reading”. Board Policy states that Governing Board authorizes independent study as an optional alternative instructional strategy for eligible students whose needs may be best met through study outside of the regular classroom setting.

Administrative Regulation states procedures on implementation of the independent study program, i.e., student participation/attendance, duration of program, number of course credits, special resources, program criteria, etc. The Board reviewed the information – no action taken.

Project Manager -
Concrete Project

Mr. Millan informed the Board that the district's project manager, Colombo Construction, would be handling the concrete project along with architect and engineer (Klassen). Board approval requested.

Motion

Motion by Mr. Cervantes, seconded by Mrs. Carrillo to approve school district project manager (Colombo Constr.) handle the concrete project as recommended. Vote; 5-0

Colombo Construction-
Acquire Sub-Contractors

Mr. Millan informed the Board would like to expedite the concrete project and requested authorization for project manager (Colombo) to split the concrete jobs by different trades and acquire sub-contractors.

Motion

Motion by Mrs. Lopez, seconded by Mr. Cervantes to allow the project manager (Colombo Constr.) to split the concrete jobs by different trades and acquire sub-contractors as recommended. Vote; 5-0

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

No action taken in Closed Session.

Next Meeting Date

The next board meeting scheduled for Thursday, November 9, 2017 at 6:30pm in the District Office Conference Room.

Motion

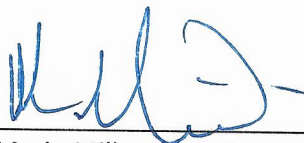
Motion by Mr. Cervantes, seconded by Mrs. Carrillo to adjourn the regular board meeting of October 12, 2017. Vote; 5-0

Adjournment

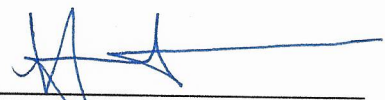
The meeting adjourned.

Time: 7:40 p.m.

Respectfully submitted,



Mario Millan, Secretary



Hernan Hernandez, Clerk