

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

December 8, 2016

6:30pm

MINUTES

OPENING CEREMONY

The Board of Education meeting was called to order at 6:31pm by Board Secretary, Mario Millan, in the Richgrove School District Conference Room located at 20908 Grove Drive in Richgrove, California.

ATTENDANCE

	Arrive	Leave	Absent
Alexandra Guerrero, President	6:31	8:52	
Hernan Hernandez, Clerk	6:31	8:52	
Yaneli Carrillo, Member	6:31	8:52	
Paul Cervantes, Member			XX
Marisela Lopez, Member	6:31	8:52	
Mario Millan, Secretary	6:31	8:52	

Presentation of Plaque
Board Member Valencia

Mr. Millan presented a plaque to Mrs. Josephine B. Valencia for her years of service to the Richgrove School District Governing Board of Trustees; proceeded to thank her for twelve years of dedicated service to the students and community of Richgrove as governing board trustee, her commitment and hard work will be seen positively for generations to come.

**ANNUAL RE-ORGANIZATION
OF GOVERNING BOARD**

Swearing in of Elected Officials

Mr. Millan addressed the board members elect (Paul Cervantes-Absent) and (Yaneli Villagomez Carrillo) and proceeded to provide them with the "Oath of Office" as required for their positions as official Board Members.

Open Nominations (President)

Mr. Millan, Board Secretary, opened nominations for the position of Board President.

The following votes were received;
Hernan Hernandez received 2 votes
Alexandra Guerrero received 3 votes

Mrs. Guerrero accepted her position as Board President.

Motion

Motion by Mr. Hernandez, seconded by Mrs. Lopez to accept Mrs. Guerrero as Board President. Vote; 4-1-0 (P.Cervantes being absent)

Open Nominations (Clerk)

Mrs. Guerrero opened nominations for the position of Board Clerk.

The following votes were received;
Marisela Lopez received 2 votes
Hernan Hernandez received 3 votes

Mr. Hernandez accepted his position as Board Clerk.

Motion

Motion by Mrs. Lopez, seconded by Mrs. Carrillo to accept Mr. Hernandez as Board Clerk. Vote; 4-1-0 (P.Cervantes being absent)

Board Representative/Election

Board consensus to have Hernan Hernandez as Board Representative County Committee Members to participate in the 2017 Election of Members to the County Committee on School District Organization.

BOARD AGENDA

The Board reviewed the board agenda as presented.

Motion

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

CLOSED SESSION

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

Time: 6:57pm

No action was taken during/after closed session.

OPEN SESSION

Board returned to Open Session with the following action items.

Time: 7:12pm

BOARD MINUTES

The Board reviewed the board minutes for the meeting of November 9, 2016 as presented.

Motion

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

PUBLIC COMMENTS

Mrs. Zarate – Testing

Mrs. Zarate addressed the Board to inform them that district currently scheduled for the “National Assessment” in February 2017.

Mrs. Munoz-Gomez;
Student Field Trips

Mrs. Munoz-Gomez also addressed the Board to state that the district is scheduled to take a few student field trips within next couple of months to the LA Zoo, CA Historical Museum, CA Science Museum; district using charter buses to avoid high costs – looking forward to 7th grade student trip as it would be using a “double-decker” charter bus.

BOARD MEMBER REPORTS

Hernan Hernandez

Mr. Hernandez reported having attended a few interesting workshops

and encouraged other board members to attend the CSBA Conference as it provides a variety of workshops as well as information on grants available to the school districts.

SUPERINTENDENT REPORTS

Mr. Millan addressed the Board and provided them the information as follows; 1) Electrical System Upgrade/Chiller/HVAC Project; it was stated that HVAC units arrived and being installed during winter break; in event that project not complete before students return, parents to be notified of students being in classroom without heating and to dress warm, 2) Campus Upgrades/Repairs; Architect with Klassen recommended that district obtain a topography of the district campus and place future on hold; 3) Conferences/Workshops; (December) Designated ELD Seminar/Fresno (12-12-16) Attendees; Celia Murguia, Lani Dugay, Noemi Geaney; 4) Winter Program; scheduled for December 7, 2016 at 6pm in school gym; 5) Winter Academy; scheduled for December 12-15, Mon-Thurs from 8am-12noon; 6) Winter Break; December 9, 2016 to January 6, 2017- school offices on 10/4 schedule (630am-430pm) closed Fridays... return regular schedule January 9, 2017; 7) District Financial Audit 1516; Doris provided Board with brief report on the few audit findings along with district responses, audit still on-going, working on documents, making payroll adjustments, requiring business licenses for all vendors, etc., possibly have the final financial audit at next board meeting; 8) DSA Approval/Non-compliant projects; district working with DSA to clear any and all non-compliant issues; 9) Grand Jury Correspondence re; District Accommodations for "Transgender Students"; Millan stated after research, schools contacted, did not have this policy in place but would provide required information at next board meeting; 10) Certificates of Election; possible delay in receiving election documents, would be provided upon receipt; 11) RESA Electronics Issued Agreement; board provided with required documents to fill out and return to district office; 12) District Travel Policy; recommendation to allow hotel accommodations for district requiring professional development or trainings over 100 miles; revised board policy to be provided next board meeting for FIRST READING; 13) Board Resolution "immigration-Deportation (ICE & Federal Laws); Information on U.S. Immigration & Customs Enforcement (ICE) and Federal Laws provided in board packets; draft board resolution to be provided at next board meeting for review.

CONSENT AGENDA/ ROUTINE BUSINESS

District Warrants

- **Business Warrants (November 9, 2016 to December 1, 2016)**
Motion by Mrs. Lopez, seconded by Mr. Hernandez to approve the District Warrants as presented. Vote; 4-1-0 (P.Cervantes being absent)

OLD BUSINESS

District Vehicle

Mr. Millan provided the Board with three (3) options for the NEW district vehicle. After discussion, it was decided by Board Consensus that the school district go with the FORD Expedition for \$47,141 with full navigation system, back up camera, and spacious 2nd row seating; negotiate lower purchase price due to cash purchase.

Motion

Motion by Mrs. Lopez, seconded by Mr. Hernandez to approve purchase of Ford Expedition for \$47,141 as recommended. Vote; 4-1-0 (P.Cervantes being absent)

District Representative

Mr. Millan provided the Board with a copy of the letter which authorized the former superintendent as the school district's representative effective February 11, 2016, to act on its behalf. Recommendation to rescind authorization as former superintendent is no longer employed by the school district.

Motion

Motion by Mr. Hernandez, seconded by Mrs. Lopez to rescind board authorization to former superintendent; Frank M. Chavez no longer has authority to act on the Board's behalf as no longer employed by the School District. Vote; 4-1-0 (P.Cervantes being absent)

NEW BUSINESS

Budget Revisions

Ms. O'Shaughnessy provided the Board with the current budget revisions which included the following; Fund 010-Resource 00000-evenue amounts for LCFF revised after recalculation using 1617 CBEDS enrollment figures-changes minimal in 1617, more substantial in 1718 & 1819 multi-year projection; Resource 65000/special education; general fund contribution increased by \$52,074 for staffing related to speech therapy services; special educ. Contracted services, object 58000 increased by \$22,500 for speech services provided by Presence Learning; Resource 1400 EPA-recalculation of the LCFF revenues due to decline in CBEDS enrollment and EPA entitlement change- budgeted salary expenditures adjusted to balance available revenues; Fund 120-Resource 61270; preschool received \$30K QRIS grant, budget set up to record revenue & portion expenditures expected in 1617 year.

Motion

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

Use of Facility Agreement

Ms. O'Shaughnessy reported "Use of Facility Agreement" used for the Tulare County Child Care Program for July 1, 2016 to June 30, 2018; located on school grounds had just been received and required board approval – was also stated that organization provides the school district with rent at \$500/month to use the Solar Structure/parking lot. Board approval recommended.

Motion	<u>Motion by Mr. Hernandez, seconded by Mrs. Lopez to approve the "Use of Facility" Agreement between TCOE and Richgrove ESD for \$500/month as presented. Vote; 4-1-0 (P.Cervantes being absent)</u>
School Business Checking Accounts	<p>Ms. O'Shaughnessy informed the Board of the need to revise the list of authorized signers for the school business checking accounts. New signers will be scheduled to sign new documents at the district's bank as required. Recommendation as follows;</p> <p>Regular business accounts; remove Frank M. Chavez (FMC) Add; Mario Millan (as primary signer)</p> <p>ASB accounts; remove FMC & Juan Martinez Add; Mario Millan, Marylou Munoz-Gomez, Nelson Hernandez</p> <p>Cafeteria account; remove FMC Add; Mario Millan, Marylou Munoz-Gomez, Nelson Hernandez</p> <p>Board approval recommended.</p>
Motion	<u>Motion by Mrs. Lopez, seconded by Mrs. Carrillo to revise the list of authorized signers as recommended. Vote; 4-1-0 (P.Cervantes being absent)</u>
Board Policy & Administrative Regulation #1312	<p>Mr. Millan reported this board policy already formally adopted at prior board meeting; however, recommended to use sample policy provided as obtained on CSBA Gamut as follows;</p> <ul style="list-style-type: none"> - #1312.1; Complaints Concerning School Personnel - #1312.2; Complaints Concerning Instructional Materials • Administrative Regulation; Procedures for Registering a Complaint - #1312.3; Community Relations; Uniform Complaint Procedures • Administrative Regulation; Compliance Officers
Motion	<u>Motion by Mr. Hernandez, seconded by Mrs. Lopez to approve to CSBA Gamut format for Board Policy #1312 as provided. Vote; 4-1-0 (P.Cervantes being absent)</u>
First Interim Report	<p>Ms. O'Shaughnessy provided the Board with the required information on the First Interim Report; stated that school district received positive certification and is currently in good financial place, district budget has 4% reserve for economic uncertainties, recommended that department heads continue reducing their expenditures; also provided summary of all categorical funding. Board approval recommended.</p>
Motion	<u>Motion by Mrs. Lopez, seconded by Mr. Hernandez to approve the First Interim Report as presented, Vote; 4-1-0 (P.Cervantes being absent)</u>
Next Meeting Date	The next board meeting scheduled for Thursday, January 12, 2017 at 6:30pm in the District Office Conference Room.

Suggested Future Agenda
Items (January Meeting)

Mr. Hernandez requested estimated costs on leaving football field
lights on longer in the evening.

Motion

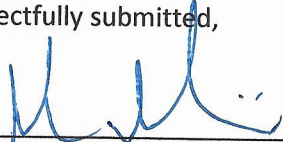
Motion by Mr. Hernandez, seconded by Mrs. Carrillo to adjourn the
regular board meeting of December 8, 2016. Vote; 4-1-0 (P.Cervantes
being absent)

Adjournment

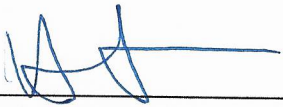
The meeting adjourned.

Time: 8:52p.m.

Respectfully submitted,

A handwritten signature in blue ink, appearing to be 'Mario Millan', written over a horizontal line.

Mario Millan, Secretary

A handwritten signature in blue ink, appearing to be 'Hernan Hernandez', written over a horizontal line.

Hernan Hernandez, Clerk