

**RICHGROVE ELEMENTARY SCHOOL DISTRICT  
SPECIAL (REG) BOARD OF EDUCATION MEETING**

April 6, 2017  
6:30pm

MINUTES

**OPENING CEREMONY**

The Board of Education meeting called to order at pm 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	6:32	9:00	
Hernan Hernandez, Clerk			XX
Yaneli Carrillo, Member	6:32	9:00	
Paul Cervantes, Member	6:35	9:00	
Marisela Lopez, Member	6:32	8:55	
Mario Millan, Secretary	6:32	9:00	

**BOARD AGENDA**

The Board reviewed the board agenda as presented. It was recommended that agenda item #2 under Superintendent's Reports move to #1 under New Business. Another possible change to board agenda pending a parent's choice in presenting her case on Inter-District Attendance Agreement in "Public Comments" or prefer to address the Board in Closed Session regarding her child.

Mrs. Martinez (parent) chose to discuss her case during "Public Comments".

**Motion**

Motion by Mrs. Lopez, seconded by Mrs. Carrillo to approve the board agenda including changes to agenda items as presented.  
Vote; 4-1-0 (H. Hernandez being absent)

**BOARD MINUTES**

The Board reviewed the board minutes for regular meeting of March 9, 2017 and special meeting of March 4, 2017 as presented.

**Motion**

Motion by Mr. Cervantes, seconded by Mrs. Lopez to approve the board minutes of March 9, 2017(R) and March 4, 2017(S) as presented.  
Vote; 4-1-0 (H. Hernandez being absent)

**ASB REPORTS**

Ms. O'Shaughnessy provided the Board with the ASB Report for the month of February. The Board reviewed the information provided. No action taken – informational only.

**PUBLIC COMMENTS**

**Mrs. Martinez**

Mrs. Martinez addressed the Board with her case and requested that the inter-district attendance agreement not be revoked and give her child the opportunity to complete his 8<sup>th</sup> grade as school year would be over in under two months . The Board thanked Mrs. Martinez for attending the meeting; informed her they would review the incident report but would take her request into consideration. The

Superintendent would contact her with the Board's decision on the following morning.

## **SUPERINTENDENT REPORTS**

Mr. Millan addressed the Board and provided them the information as follows;

**1) Electrical System Upgrade/Chiller/HVAC** (Middle School) Mr. Millan informed the Board that DSA will be on campus to check on electrical system on March 31<sup>st</sup>; looking at resolving that issue. A design has been submitted; architect chose to be redone with less expense to the district... more information forthcoming

**2) Campus Upgrades/Repairs;** District received information on "Free Testing for Lead in Drinking Water at CA Public Schools; will be contacting water district office to request a test. Also Colombo Construction ready to repair Room #505, will start the bid process.

**3) Quotes for Future Projects;** District received quotes to remove cement behind school cafeteria; cost \$12K as original cement has rebar; received quote for Shed; cost \$330K, more quotes within 2 weeks;

**4) School TOPO;** should be completed in 2 weeks (currently half way done)

**5) Conferences/Workshops;** below are conferences/workshops for April (TCOE; HIV/STD Workshop) Mr. Carrillo attending on April 28, 2017

**6) SPRING BREAK;** April 10<sup>th</sup> to April 17<sup>th</sup>

**7) LCAP/Budget (Public Hearings/Adoption);**

1. Public Hearing; Regular Board Meeting- June 8, 2017

2. Adoption Meeting; Special Board Meeting- June 22, 2017

**8) Correspondence;** received TCOE notice indicating RSD is in compliance with ELs Data Report for the 1617 Williams Settlement Requirements

**9) OPEN HOUSE;** scheduled for Wednesday, April 26, 2017

**10) Student Wifi;** reached out to school districts; one school made contact and to provide information on possible funding

**11) Conflict of Interest; Form 700;** Board members received info on possible rejection of the district approved "Conflict Code" and the need to revise the document; waiting for instructions from TCOE or Board of Supervisors. In the meantime, everyone is to submit his or her Form 700 until further notice.

## **CONSENT AGENDA/ ROUTINE BUSINESS**

District Warrants

**Business Warrants/Student Inter-district Attendance Requests (March 9, 2017 to March 30, 2017)**

Motion

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

Employee Resignation

Motion by Mr. Cervantes, seconded by Mrs. Carrillo to accept/ratify Mrs. Yeroslava Zarate's (Curriculum Director) resignation effective June 30, 2017. Vote; 4-1-0 (H.Hernandez being absent)

New Hire; Instructional Aide

Motion by Mrs. Lopez, seconded by Mr. Cervantes to accept/ratify new district hire; Sylvia Maldonado as an Instructional Aide. Vote; 4-1-0 (H.Hernandez being absent)



New Hires; Preschool Staff	<u>Motion by Mrs. Lopez, seconded by Mrs. Carrillo to accept/ratify new preschool hires; 2 teacher assistants (Araceli Renteria &amp; Patricia Rosales) and preschool custodian (Adelfo Ramirez). Vote; 4-1-0 (H.Hernandez being absent)</u>
Student Inter-District Attendance Agreement1617	<u>Motion by Mr. Cervantes, seconded by Mrs. Lopez to approve the student inter-district agreement (attachment #1) for school year 1617 as presented. Vote; 4-1-0 (H.Hernandez being absent)</u>
Attendance Agreement1718	<u>Motion by Mrs. Lopez, seconded by Mrs. Carrillo to table the 1718 inter-district attendance agreement. Vote; 4-1-0 (H.Hernandez being absent)</u>
<b><u>OLD BUSINESS</u></b>	
District Vehicle/Equipment	Mr. Millan informed the Board that District still waiting for large school bus to arrive; further stated he attended workshop for electric bus grant which appeared to be geared for rural school districts; more information to be provided at later date.
District Travel-Board Policy	Mr. Millan mentioned that further discussion is required on the District Travel Board Policy relative to reimbursement of staff mileage for travel to a conference and/or workshop should a district vehicle be available. The board went into discussion.
Board Consensus	By a board consensus, it was decided to leave the district travel policy at status quo in relation to travel reimbursement but will allow hotel accommodations for travel over 100 miles one-way and/or due to hazardous weather.
<b><u>NEW BUSINESS</u></b>	
Budget Revisions	Ms. O'Shaughnessy addressed the Board and provided them with the current budget revisions_Fund 010=resource 11000 (Lottery) TCOE fee to monitor/check AEDs on campus-cost/annually \$100; funds moved from 11000 Lottery from 43000/supplies to 58000/professional services; resource 00000=revisions made to General Unrestricted for soccer goal repair/upgrade/security of Technology building windows, no increase to overall bdgt.total; Fund 140/Deferred Maintenance=resource 06205; revision in Deferred Maintenance move \$12K from Capital Asset Building Improvement 62000 to Site Improvement 61700 for cement work-East of school cafeteria.
Motion	<u>Motion by Mr. Cervantes, seconded by Mrs. Carrillo to approve the budget revisions as presented. Vote; 4-1-0 (H.Hernandez being absent)</u>
Volunteer Comp-Time	Mr. Millan addressed the Board with some recommendations on providing comp-time to volunteers and only geared for sports program. The Board went into discussion.  After Board discussion, volunteers are allowed to earn a quarter of their volunteer time for up to ten (10) hours per month maximum.
Motion	<u>Motion by Mrs. Lopez, seconded by Mr. Cervantes to approve</u>

Sports program volunteers ONLY to earn a quarter of their time; up to 10 hours/month maximum effective April 7, 2017. Vote; 4-1-0 (H.Hernandez being absent)

District's 3-Month Purge Policy; *Informational Only*

Mr. Millan informed the Board of the need to establish a 3-Month Purge Policy allowing the School District to purge all electronic mail every 3-month time period as recommended by district legal counsel. The District will purge electronic mail as follows;

- Deleted email to be purged every 90 days.
- V-chats (instant messages) to be purged every 90 days.
- Email in all inboxes to be purged once/year in June.

*Board action taken at previous board meeting.*

Tri-County Co-Op Membership

Ms. O'Shaughnessy provided the information on the Tri-County Co-Op Membership for school district foodservices. Foodservice Director requesting membership to receive better food prices plus work with foodservice personnel within the co-op; membership will also prevent encroachment on the District.

Motion

Motion by Mrs. Lopez, seconded by Mr. Cervantes to approve the Tri-County Co-Op Membership as requested by the Foodservice Director. Vote; 4-1-0 (H.Hernandez being absent)

Inter-Quest Canines 1718

Mr. Millan provided the Board with a copy of the 1718 contract/agreement for Inter-Quest Canine for review; stated they visit the campus 2-3 times/school year and recommended board approval.

Motion

Motion by Mrs. Lopez, seconded by Mrs. Carrillo to approve the Inter-Quest Canine Agreement/Contract for 1718 as recommended. Vote; 4-1-0 (H.Hernandez being absent)

Bright Schools Program (Prop.39 Funding)

Ms. O'Shaughnessy provided the Board with the information on the Resolution #16/17-11 for "Bright Schools Program", which provides technical assistance with Prop.39 funding and implement the feasible recommended energy-efficiency measure(s) as may be economically feasible. As per district consultant, Laura Zaninovich; Prop.39 requires a campus evaluation and the Bright Schools Program will provide services at no cost to the District.

Motion

Motion by Mrs. Lopez, seconded by Mrs. Carrillo to approve Resolution #16/17-11 authorizing Bright Schools Program to provide services for a campus/study or evaluation and assistance with implementing a feasible recommended energy-efficiency measure at no cost to the District. Vote; 4-1-0 (H.Hernandez being absent)

E-Rate Application for

Ms. O'Shaughnessy also provided the information on the E-Rate

California Energy Commission  
**Bright House Program**  
Governing Board Resolution

Resolution #16/17-11

Resolution of Richgrove School District Governing Board of Trustees

Whereas, the California Energy Commission's Bright Schools Program provides technical assistance to school districts' and,

Whereas, Richgrove School District Governing Board of Trustees authorizes The Richgrove School District to apply for technical assistance; and,

Whereas, Richgrove School District recognizes that the California Energy Commission has limited funds available to provide technical assistance and that primary consideration will be given to those school districts that have a desire and willingness to seek funding to implement the feasible recommended energy-efficiency measure(s);

Now, Therefore Be it Resolved, that Richgrove School District is willing to seek funding to implement viable energy-saving measure(s) and therefore, requests technical assistance to identify such measures as may be economically feasible.

Be it also Resolved, that Mario Millan, District Superintendent is hereby authorized and empowered to execute in the name of the Richgrove School District all necessary documents to implement and carry out the purposes of this resolution.

Passed, Approved, and Adopted this 6<sup>th</sup> of April, 2017.

**Signatures of School Board Members**

Alexandra Guerrero

Alexandra Guerrero

Hernan Hernandez

\*\* ABSENT \*\*

Yaneli V. Carrillo

Yaneli V. Carrillo  
Paul Cervantes

Paul Cervantes

Marisela Lopez

Marisela Lopez



Expansion of Broadband  
Width/Wireless Access Points  
Projects

Application for Broadband Width Expansion; said expansion would change internet access from 100 mgb to 1 gig to provide improved wireless access points. District received bids and recommending AT&T as lowest bidder for expansion of broadband width.

Currently in process of requesting RFPs for the E-Rate wireless access point project; after bid process completion on May 3, 2017, administration requesting Board authorization to make final selection on May 4, 2017 to stay within the required deadline. Board to be provided with contract information for board ratification/action at May 11<sup>th</sup> board meeting.

Motion

Motion by Mr. Cervantes, seconded by Mrs. Lopez to authorize administration to make the final selection of the lowest bidder for the E-Rate Wireless Access Points project on May 4, 2017 as requested. Vote; 4-1-0 (H.Hernandez being absent)

Motion

Motion by Mrs. Lopez, seconded by Mrs. Carrillo to approve AT&T as the lowest bidding contractor for the Expansion of the Broadband Width as recommended. Vote; 4-1-0 (H.Hernandez 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: 7:43pm

**OPEN SESSION**

Board returned to Open Session with the following action items.  
Time: 8:55pm

Motion

Motion by Mr. Cervantes seconded by Mrs. Carrillo to return to Open Session. Vote; 4-1-0 (H.Hernandez being absent)

Motion  
Student Inter-district Request

Motion by Mrs. Lopez, seconded by Mrs. Guerrero to revoke Inter-district Attendance Request for Student ID#21858 as recommended. Vote; 4-1-0 (H.Hernandez being absent)

CTA/CSEA Settle Negotiations

The Board will be approving to offer both unions CTA & CSEA a 4% increase on salary scale retro to July (Apr2017), 2% Bonus off salary scale off revised salary scale for 1617 (May2017) and 1% increase on revised salary scale in (Aug2017) and 2% Bonus off revised salary scale in (Jan2018).

Motion  
1617 & 1718 Salary Scales

Motion by Mr. Cervantes, seconded by Mrs. Carrillo to accept/approve both unions revised CTA & CSEA salary scales reflecting increase of 4% increase on salary scale retro to July (Apr2017) for 1617 and 1% increase on revised salary scale in (Aug2017) for 1718 school years as presented. Vote; 4-1-0 (H.Hernandez being absent)

Motion

Motion by Mr. Cervantes, seconded by Mrs. Lopez to provide Mr.

Superintendent Evaluation Millan, Superintendent, with a positive evaluation and be eligible to receive salary increases for 1718. Vote; 4-1-0 (H.Hernandez being absent)

Motion Motion by Mrs. Guerrero, seconded by Mrs. Carrillo to approve for  
Management-Confidential Staff Management-Confidential Staff to receive same compensation as CTA & CSEA (4% increase on salary scale retro to July (Apr2017), 2% Bonus off salary scale off revised salary scale for 1617 (May2017) and 1% increase on revised salary scale in (Aug2017) and 2% Bonus off revised salary scale in (Jan2018). Vote; 4-1-0 (H.Hernandez being absent)

Motion Motion by Mrs. Guerrero, seconded by Mr. Cervantes to approve that  
Admin. Compensation1718 Mr. Millan (Supt.) and Mrs. Munoz-Gomez will receive 1% increase on revised salary scale (Aug2017) and 2% Bonus off revised salary scale (Jan2018) for 1718. Vote; 4-1-0 (H.Hernandez being absent)

Member left meeting Mrs. Lopez left board meeting.  
Time: 8:55pm

Next Meeting Date The next board meeting scheduled for Thursday, May 11, 2017 at 6:30pm in the District Office Conference Room.

Motion Motion by Mr. Cervantes, seconded by Mrs. Guerrero to adjourn the Special (Reg) Board Meeting of April 6, 2017. Vote; 3-2-0 (Hernandez & M.Lopez being absent)

Adjournment The meeting adjourned.  
Time: 9:00 p.m.

Respectfully submitted,

  
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Mario Millan, Secretary

  
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Hernan Hernandez, Clerk