

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

August 11, 2016

6:30pm

MINUTES

OPENING CEREMONY

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

ATTENDANCE

	Arrive	Leave	Absent
Paul Cervantes, President	6:31	8:43	
Josephine B. Valencia, Clerk	6:31	8:43	
Alexandra Guerrero, Member	6:31	8:43	
Hernan Hernandez, Member	6:31	8:43	
Marisela Lopez, Member	6:31	8:43	
Mario Millan, Secretary	6:31	8:43	

BOARD AGENDA

The Board reviewed the board agenda as presented.

Motion

Motion by Mrs. Guerrero, seconded by Mrs. Lopez to approve the board agenda as presented and include; employment of Preschool Custodian, ratify Behavior Specialist employment & open/post Instructional Aide position. Vote; 5-0

CLOSED SESSION

Board went into Closed Session to discuss student suspension/expulsion, personnel items, collective bargaining matters or to confer with legal counsel.
Time: 6:40pm

No action was taken during closed session.

OPEN SESSION

Board returned to Open Session with the following action items.
Time: 6:57pm

BOARD MINUTES

The Board reviewed the board minutes for the meetings of June 9, 2016 and June 22, 2016 as presented.

Motion

Motion by Mrs. Guerrero, seconded by Mr. Hernandez to approve the board minutes for meetings of June 9, 2016 and June 22, 2016 as presented. Vote; 5-0

ASB REPORTS

The Board reviewed the ASB Reports for the months of May and June as provided. Information only – no action needed.

BOARD MEMBER/SUPT.RPTS.

Mr. Millan addressed the Board and provided them the information as follows; A) Electrical System Upgrade/Chiller/HVAC Project; it was reported that all trenches have been filled in and all sidewalks would also be repaired very soon so the campus would be back to normal; B) DGS Correspondence received regarding the District's Appeal ERS-HVAC Project which is scheduled to be heard on October 26, 2016 at the State Allocation Board Meeting; C) Campus Upgrades/Repairs are being done

on campus (re-cementing sidewalks, etc.) and to be completed before the first day of school; Classroom Foundation Repair/Soil Testing being completed for room #505- looking at working on room #401 will be done later in the school year; District Office Facelift/Discarding Outdated Documents being done during the process of re-arranging furniture, etc.; 1617 Pre-Service Week taking place on August 9-12, 2016-schedule provided for Board review; Promethean Board Training; Teachers will be on campus on Monday, August 8, 2016 to attend the training – Board welcome to attend.

**CONSENT AGENDA/
ROUTINE BUSINESS**

District Warrants

The Board reviewed the items on the Consent Agenda Items which included the following;

- Business Warrants (June 9, 2016 to August 4, 2016)
- CHDV Contracts1617 (CSPP-6621 & CCTR-6307)
- Interdistrict Agreements1617
- Conference Request – Unity Conference 2016
- Annual Scicon Trips1617 (5th & 6th grades)
- District Procedure for Student Retention1617
- District Academic Requirements/Intervention-Retention1617
- District Parent Compact1617
- District Parental Involvement Plan1617
- Master Plan for English Learners1617
- Ratification/Accept Resignation; Mandy Knowles, Behavior Specialist
- Ratification/Accept Resignation; Jose Garcia, Preschool Custodian
- Ratification of Employment; Rosa Perez, Kinder Teacher

Motion

Motion by Mrs. Guerrero, seconded by Mr. Hernandez to approve the items on the Consent Agenda as presented. Vote; 5-0

OLD BUSINESS

Correspondence- AuditFY1415

Ms. O'Shaughnessy provided the Board with the information for Financial Audit for FY1415; explained certain audit exceptions that have been corrected/revised and submitted for State approval. Accepted by Board consensus.

Teacher Subs/Work Hours

Mr. Millan informed the Board that during FY1617 teacher substitutes would be following the grade level class schedules and not required to stay until 3:30pm. Accepted by Board consensus.

Violin Class Coach; Info.

Mr. Millan provided the Board with pertinent information regarding this District position and recommended to rename position. Board went into discussion and accepted information as provided.

NEW BUSINESS

Business Clerk

Ms. O'Shaughnessy provided reasons for recommending the opening position of Business Clerk; due to many added new responsibilities, will need an 8-hour person to assist with business tasks; person will assist with Student Information System-training done by Ms. O'Shaughnessy, if approved, position posted at \$13.72/hour/12-month with H/W Benefits. Board went into discussion.

Motion	<u>Motion by Mrs. Guerrero, seconded by Mr. Hernandez to approve NEW position of Business Clerk as recommended. Vote;</u>
Fine Arts Staffing	Mr. Millan recommended to open NEW position for Fine Arts Staffing to possibly teach piano or guitar for FY1617 as stated in the school district's six (6) goals.
Motion	<u>Motion by Mrs. Guerrero, seconded by Mr. Hernandez to approve opening/posting for Fine Arts Staffing as recommended. Vote; 5-0</u>
TK-8 Grade Common Core ELD/ELA Coach1617	Mr. Millan provided the Board with information on the position for TK-8 Grade Common Core ELD/ELA Coach for 1617; recommended board approval.
Motion	<u>Motion by Mr. Hernandez, seconded by Mrs. Guerrero to approve opening/posting of TK-8 Grade Common Core ELD/ELA Coach for 1617 as recommended. Vote; 5-0</u>
District Common Core Technology Learning Coach	Mr. Millan also provided the Board with the information for the District Common Core Technology Learning Coach for 1617 that will assist the teaching staff with technology associated with Common Core; position to be filled with existing staff and receive a stipend.
Motion	<u>Motion by Mrs. Guerrero, seconded by Mr. Hernandez to accept/approve the opening/posting of the District Common Core Technology Learning Coach for 1617 as presented. Vote; 5-0</u>
Budget Revisions	Ms. O'Shaughnessy provided the Board with the current budget revisions as follows; Fund 010-General Revenues, revision to reflect changes in LCFF revenues for adoption of CA state budget in amt. \$2,220; Fund 010-General Expenditures, revision to move \$14,486 from Non-Capital Asset to supplies for District Office for future items reach threshold of \$500each, no budget increase; new volleyball system added-\$2,000; classroom supplies moved to supplemental concentration (07200) to unrestricted lottery (11000) \$26,293; staff polo shirts purchased with MAA funds (56403); Facilities Restoration-\$150,000 added to the 1617 budget-auditors advised non-payment from Fund 400 due to non-increase to Capital Asset; Budget changes under Capital Assets.. upgrade to Audio-Video in Gym-\$35,000; installation of Board aprvd. Juno PA System from EKC Enterprises,-\$173,596—cost paid from one-time 1516Mandated Cost revenue; correction made to DO moved from Maint. To Capital Asset-\$20,000; Promethean Activity Panels exceed threshold of a non-capital asset & moved to a capital asset-\$10,160; no overall budget increase.
Motion	<u>Motion by Mrs. Guerrero, seconded by Mrs. Lopez to accept/approve the budget revisions as presented. Vote; 5-0</u>
NEW District Vehicle	Mr. Millan explained to the Board the need for a NEW District Vehicle,

which has over 260,000 miles) to be used for staff to attend trainings, conferences, meetings (looking at the 7-passenger Ford Expedition for approx. \$45,000); also mentioned the need for NEW maintenance equipment (cost about \$14,000 to repair) as well as a utility cart (for maintenance staff)it was stated that existing equipment is very old and parts are obsolete and difficult to repair.

Motion

Motion by Mrs. Guerrero, seconded by Mr. Hernandez to approve the purchase of District Vehicle, Maintenance Equipment and Utility Cart as presented/recommended. Vote; 5-0

School Marketing/Budget

Mr. Millan provided the Board with information obtained from a meeting with a marketing company; also stated school district has account with Facebook in which school activities and school news are posted – budget amount to be discussed and considered; also mentioned possible professional photographer taking pictures of the school district and community for social media postings. After Board discussion, this agenda item was tabled.

Inter-Fund Loans
Resolution # 16/17-01

Ms. O'Shaughnessy provided the Board with Resolution #16/17-01 which allows, with Board approval, authorizes the school district business office to make inter-funds loans occasionally to cover temporary cash shortages and repay those transfers as funds become available for the 1617 school year.

Motion

Motion by Mrs. Guerrero, seconded by Mr. Hernandez to authorize the inter-fund loans for occasional temporary cash shortages and repay transfers as funds become available as recommended. Vote; 5-0

Next Meeting Date

The next board meeting scheduled for Thursday, September 8, 2016 at 6:30pm in the District Office Conference Room.

Future Agenda Items
MOT/Foodservice

It was requested by the Board that department heads from Foodservice and Maintenance/Operations/Transportation attend the Board Meetings and provide status reports on their departments.

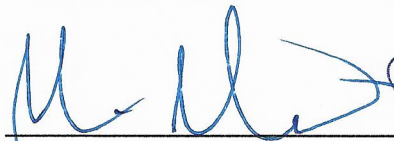
Motion


Motion by Mrs. Guerrero, seconded by Mrs. Lopez to adjourn the regular board meeting of August 11, 2016. Vote; 5-0

Adjournment

The meeting adjourned.
Time: 8:43 p.m.

Respectfully submitted,



Mario Millan, Secretary

Josephine B. Valencia, Clerk

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

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

RESOLUTION #16/17-01

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,

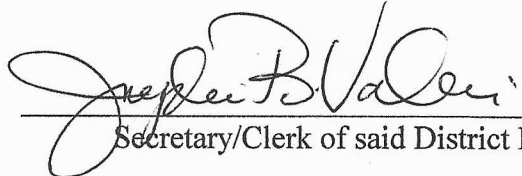
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WHEREAS, Education Code Section 42603 authorizes inter-fund loans to cover such temporary cash shortages;

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 2016-17 school year.

THE FOREGOING RESOLUTION WAS ADOPTED upon the motion of Alexandra Guerrero, seconded by Marisela Lopez, at a regular meeting of the Governing Board on the 11th day of August, 2016 by the following vote.

Ayes: Alexandra Guerrero, Marisela Lopez, Paul Cervantes, Herman Hernandez, Josie B.Valencia
Noes: -0-
Abstentions: -0-
Absent: -0-



Secretary/Clerk of said District Board