

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

November 12, 2015

6:30pm

MINUTES

**OPENING CEREMONY**

The Board of Education meeting was called to order at 6:45pm by Board Clerk, Josephine B. Valencia, immediately following the Special Board Meeting, in the School District Conference Room located at 20908 Grove Drive in Richgrove, California.

**ATTENDANCE**

	Arrive	Leave	Absent
Paul Cervantes, President			XX
Josephine B. Valencia, Clerk	6:45	7:55	
Alexandra Guerrero, Member	6:45	7:55	
Hernan Hernandez, Member	6:45	7:55	
Marisela Lopez, Member	6:45	7:55	
Frank M. Chavez, Secretary	6:45	7:55	

**BOARD AGENDA**

The Board reviewed the board agenda as presented.

**Motion**

Motion by Mrs. Lopez, seconded by Mr. Hernandez to approve the Board Agenda as presented including changes as follows; 1) Potential Bus Driver, and 2) Mariachi Program Inventory. Vote: 4-1-0 (P.Cervantes being absent)

**BOARD MEMBERS/  
SUPERINTENDENT  
REPORTS**

**Board Member Stipend**

Mr. Chavez provided the Board with information from Education Code Section 35120-35124 which states that school districts with an average daily attendance of 1,000 or less but more than 150, each member of the governing board of the district who actually attends all meetings held, may receive as compensation for his/her services a sum not to exceed one hundred twenty dollars (\$120) in any month.

After board discussion, Mr. Chavez was directed to compose a Board Policy and provide a "Draft" at the December board meeting.

**CONSENT AGENDA/  
ROUTINE BUSINESS**

**Consent Items**

The board reviewed the consent items which included current business warrants for October 8, 2015 to November 5, 2015 as provided.

Motion

Motion by Mrs. Lopez, seconded by Mr. Hernandez to approve the Consent Agenda Items as provided. Vote; 4-1-0 (P.Cervantes being absent)

## **GENERAL FUNCTIONS**

District Minutes

The Board reviewed the board minutes for the regular meeting of October 8, 2015.

Motion

Motion by Mrs. Lopez, seconded by Mr. Hernandez to approve the board minutes for October 8, 2015 as presented. Vote; 4-1-0 (P.Cervantes being absent)

Annual Re-Organization  
Of Governing Board

Mr. Chavez provided the Board with the information pertaining to the Annual Re-Organization of the Governing Board; it was stated that pursuant Education Code 35143, the organization should be scheduled between December 4 and December 18, 2015. Also provided, board policy #9011, which states that the term of office for Board President and Board Clerk is a term of two years.

Motion

Motion by Mrs. Guerrero, seconded by Mrs. Lopez to schedule the re-organization of governing board on December 10, 2015 at 6:30pm. Vote; 4-1-0 (P.Cervantes being absent)

School Mascot

Mr. Chavez reminded the Board that the school district would be required to change the mascots by January 2017; more information to be provided. It was suggested to involve past Richgrove alumni and possibly contact people that attended the town centennial to obtain additional suggestions/recommendations.

## **CURRICULUM AND INSTRUCTION**

ELA/ELD Coach; Update

Mrs. Zarate addressed the Board and informed them that ELA/ELD and Math Coaches are working with certificated staff and providing strategies in lesson planning by using model lessons amongst the teachers. The ELD coach began this year and teachers receive assistance with new ELD curriculum program. Mrs. Zarate also mentioned that videos are available for viewing of teachers working on new lessons; Board members are to contact Mrs. Zarate if interested.

Mariachi Program Inventory

Mr. Chavez informed the Board that he would like to begin a Violin Class in the near future; however, needs to take inventory of instruments and uniforms "trajes". He stated that Jazmin Valencia (Board Member, Josie Valencia's Daughter) has volunteered to take inventory without compensation and requested Board approval. After board discussion, it was decided that Jazmin should be compensated for at least 3 hours per week, however, Mr. Chavez would look into a possible conflict of interest on behalf of a Board Member.

Motion

Motion by Mrs. Guerrero, seconded by Mrs. Lopez to approve a stipend

for Jazmin Valencia for taking inventory of the mariachi program instruments/uniforms "trajes" as presented with stipulation that Superintendent look into possible conflict of interest. Vote: 4-1-0 (P.Cervantes being absent)

**BUSINESS AND  
FINANCE PROCEDURES**

- ASB Reports; Informational Ms. O'Shaughnessy provided the Board with the ASB Report for the months of September and October. Board reviewed the information as provided.
- Budget Revisions Ms. O'Shaughnessy provided the Board with the current budget revisions as follows; Fund 010/General; Resource 00000, increased property/liability Insurance Rate, \$6,000-increased Gen Fund Contribution to Preschool, \$7,300/Fire Alarm repairs; Resource 40350-Title II/Teacher Quality, coding correction only; Fund 120/Preschool-Gen.Fund, \$7,300 added to Preschool bdgt. for Fire Alarm Repairs; Fund 400/Special Reserve Fund/Capital outlay Projects – additional \$400,000 transferred from Gen Fund to Spl.Reserve-cover higher electrical upgrade costs for DSA, engineers, architects, etc., other areas of needed repairs discovered in course of project; Of the \$400,000, \$150,000 budgeted directly to electrical upgrade project for total \$1,125,293.62-remaining \$250,000 in Fund 400 until additional repairs when started.
- Motion Motion by Mrs. Guerrero, seconded by Mrs. Lopez to approve the budget revisions as presented. Vote: 4-1-0 (P.Cervantes being absent)
- Developer Fee Report Ms. O'Shaughnessy provided the Board with the Developer Fee Report which included the total intake amount of \$1,487.78 with ending balance of \$24,697.54. Board approval requested.
- Motion Motion by Mrs. Lopez, seconded by Mr. Hernandez to approve the Developer Fee Report as presented. Vote: 4-1-0 (P.Cervantes being absent)
- Inter-fund Transfers  
Resolution #15/16-12 Ms. O'Shaughnessy also provided the board with the Resolution #15/16-12 which authorizes the school district to make inter-fund transfers in accordance with the budget, not to exceed the amount of appropriation.
- Motion Motion by Mrs. Guerrero, seconded by Mr. Hernandez to approve Resolution #15/16-12 as presented authorizing inter-fund transfers as needed and not exceeding amounts of appropriation. Vote: 4-1-0 (P.Cervantes being absent)
- Increase/ Cafeteria Lunches  
Informational Ms. O'Shaughnessy provided the Board the information on the increase of adult cafeteria lunches to \$2.25/breakfast, \$3.50/lunch,



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

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

**RESOLUTION #15/16-12**

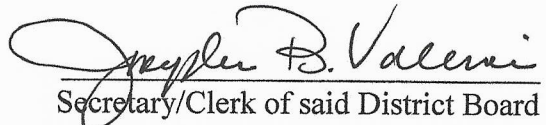
**WHEREAS**, the Governing Board of the District adopted its Annual Budget for the Fiscal Year 2015-2016; and,

**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 the motion of Alexandra Guerrero seconded by Herman Hernandez, at a regular meeting of the Governing Board on the 12<sup>th</sup> day of November, 2015 by the following vote.

**Ayes:**            ~~xx~~ Alexandra Guerrero, Herman Hernandez, Josephine B.Valencia, Marisela Lopez  
**Noes:**            -0-  
**Abstentions:** -0-  
**Absent:**         ~~xx~~ Paul Cervantes

  
Secretary/Clerk of said District Board

\$.90/snack and milk for \$.30 in order to comply with the National School Lunch/Breakfast Program regulations which will take effect on December 1, 2015.

Financial Audit 1415;  
Informational

Ms. O'Shaughnessy informed the Board that the district financial audit for 1415 looks good and currently no serious issues, hoping to have a more detailed report at the next board meeting.

**SCHOOL FACILITIES/  
TRANSPORTATION**

Electrical Upgrade/Chiller/  
AC Project – Update

Mr. Chavez reminded the Board of the documents being requested by DSA in order to continue with the current construction project; all required documents have been completed and district to soon get DSA approval allowing the construction project to continue.

**CLOSED SESSION**

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

Time: 7:42pm

**OPEN SESSION**

Board returned to Open Session with the following action items.  
Time: 7:53pm

Motion

Motion by Mrs. Guerrero, seconded by Mr. Hernandez to approve the employment agreement with the potential bus driver for a minimum of 2-years with specific requirements. Vote; 4-1-0 (P.Cervantes being absent)

Motion

Motion by Mrs. Guerrero, seconded by Mr. Hernandez to adjourn the regular board meeting of November 12, 2015. Vote; 4-1-0 (P.Cervantes being absent)

Adjournment

The meeting adjourned.  
Time: 7:55pm

Respectfully submitted,

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Frank M. Chavez, Secretary

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Josephine B. Valencia, Clerk