

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

February 11, 2016

6:30pm

MINUTES

OPENING CEREMONY

The Board of Education meeting was called to order at 6:30pm by Board Clerk, Josephine B. Valencia in the Richgrove School District Conference Room located at 20908 Grove Drive in Richgrove, California.

ATTENDANCE

	Arrive	Leave	Absent
Paul Cervantes, President			XX
Josephine B. Valencia, Clerk	6:36	9:00	
Alexandra Guerrero, Member	6:36	9:00	
Hernan Hernandez, Member	6:36	9:00	
Marisela Lopez, Member	6:36	9:00	
Frank M. Chavez, Secretary	6:36	9:00	

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: (P.Cervantes being absent)

BOARD MEMBER/

SUPERINTENDENT REPORT

Board Monthly Stipend

Mr. Chavez provided the Board with a Draft copy of the "Revised" Board Policy "By Laws" and Remuneration, Reimbursement and Other Benefits #9022.

As per board discussion, a clause for extenuating circumstances for board member or illness will be included in the "By-Laws" and REVISED DOCUMENT be presented at the March board meeting.

Motion

Motion by Mrs. Lopez, seconded by Mr. Hernandez to table agenda item "Board Stipend/By-Laws" to the March board meeting with revised document for consideration/approval. Vote: 4-1-0 (P.Cervantes being absent)

Superintendent's Report

Mr. Chavez informed the Board of being selected for the Marcus Foster Memorial Award for Administrator Excellence for Tulare County. He mentioned being recognized at the Tulare County Summer Institute on June 15, 2016 during their luncheon ceremonies.

Herman Sillas, Legal
Counsel – Resignation

Mr. Chavez informed the Board that Mr. Herman Sillas, District's Legal Counsel after over 20 years, will retire on February 29, 2016. He continued to read the letter sent by Mr. Sillas.

**CONSENT AGENDA/
ROUTINE BUSINESS**

Consent Items

The board reviewed the consent items which included current business warrants for January 14, 2016 to February 4, 2016 along with the Interdistrict Attendance Request for 1516 as provided.

Motion

Motion by Mrs. Guerrero, seconded by Mrs. Lopez 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 January 14, 2016 and special meeting of January 7, 2016 as provided.

Motion

Motion by Mrs. Lopez, seconded by Mrs. Guerrero to approve the board minutes for (R) January 14, 2016 and (S) January 7, 2016 as presented. Vote: 4-1-0 (P.Cervantes being absent)

Chronic Absence/Truancy
Board Policy; **2nd Reading**

Mr. Chavez presented to the Board for review of the "2nd reading" of the REVISED Chronic Absence and Truancy Board Policy. The Board reviewed the information as provided.

Motion

Motion by Mrs. Lopez, seconded by Mrs. Guerrero to approve the **2nd READING** of the Chronic Absence and Truancy Board Policy as presented. Vote: 4-1-0 (P.Cervantes being absent)

Technology Equipment
(Request to Discard)

Mr. Hollins addressed the Board and provided them a brief explanation for requesting to discard technology equipment which

is outdated and/or damaged. The Board reviewed the list as provided.

IT – Update

Mr. Hollins further reported that with the list of responsibilities pertaining to the Technology Department and proceeded to specifically explain some of the areas in question.

Motion

Motion by Mrs. Guerrero, seconded by Mrs. Lopez to approve to discard the outdated/damaged technology equipment as presented. Vote; 4-1-0 (P.Cervantes being absent)

2016 CSBA Delegate
Assembly Election

Mr. Chavez provided the Board with the candidates' names for the upcoming 2016 CSBA Delegate Assembly Elections. The Board reviewed the information as provided.

Motion

Motion by Mrs. Guerrero, seconded by Mr. Hernandez to select Mr. Peter Lara (Porterville USD), and Ms. Lucia Vazquez (Visalia USD) for the 2016 CSBA Delegate Assembly Elections. Vote; 4-1-0 (P.Cervantes being absent)

Request/Long-Term Teacher
Substitute; Sue Ann Villaros

Mr. Chavez informed the Board of the need to hire a Long-Term Teacher Substitute (Sue Ann Villaros) to teach a Kindergarten Classroom till the end of the school year on a Provisional Internship Permit. The Board went into discussion.

Motion

Motion by Mrs. Guerrero, seconded by Mrs. Lopez to approve the long-term teacher substitute on Provisional Internship Permit for Sue Ann Villaros as presented. 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 month of January. Board reviewed the information as provided.

Budget Revisions

Ms. O'Shaughnessy provided the Board with the information on the budget revisions as follows; Revision of \$600/Fiscal Services/Supplies/Admin; Revision/technology supplies/43000/non-capital assets; Movement of \$15,000 /Supt.Emergency Funds to Tech/service & repairs/500 wing;

Resource 42030 title III/LEP/bdgt.revenue/expense to reflect current Consolidated Application; Fund 400/special reserve fund/capital outlay projects/\$250,000 transferred to Fund 400/Dec2015 budgeted for cafeteria water/gas lines/driveway repair/due to digging for Electrical Upgrade Project. Board approval requested.

Consolidated Application Ms. O'Shaughnessy provided the Board with the information on the Consolidated Application along with COLA for 2015-16 as well as the current drop of student enrollment; also mentioned the budget meeting on February 19, 2016 during which the 2016-17 will be discussed and/or planned. Board approval required.

Motion Motion by Mrs. Lopez, seconded by Mrs. Guerrero to approve the Consolidated Application as presented. Vote: 4-1-0 (P.Cervantes being absent)

Budget/LCAP Meeting Mr. Chavez informed the Board that the Annual Budget/LCAP Meeting will be taking at Hodel's Country Dining in Bakersfield (5917 Knudsen Drive) on Friday, February 19, 2016 from 8:30am-3:30pm. Board members are always welcome.

**SCHOOL FACILITIES/
TRANSPORTATION**

Front Row PA/Safety System-Discussion Mr. Millan addressed the Board about the Front Tow PA/Safety System and continued to mention the district's need for a bell system and hoping to get one for next school year. Further stated possibly scheduling a visit to the Atascadero School District, who has purchased said system; looking at date of March 8, 2016 and invited board members to attend. Date of visit to be confirmed.

Electrical Upgrade/Chiller/
Lloyd Hollins

Mr. Hollins addressed the Board and provided them with a brief update on the pending electrical upgrade project; reported that majority of the trenches would be filled soon and project to be completed possibly by July; however currently manpower is extremely limited due to students being present. It was further reported that the district has obtained a new project inspector (Mr. Clint Ticknor) for \$50/hour verses \$25,000/month.

District Representative

Mr. Chavez, at this point, addressed the Board and recommended that he be given authorization to continue to supervise the Electrical Upgrade/Chiller/AC Project until its completion; a letter be provided to him giving him authorization to act on behalf of the Governing Board and approve to reimburse him for travel expenses.

Motion

Motion by Mrs. Guerrero, seconded by Mrs. Lopez to approve that Frank M. Chavez is authorized to act on behalf of Governing Board until the completion of the Electrical Upgrade/Chiller/AC Project and be reimbursed for travel expenses as needed.
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: 8:36pm

OPEN SESSION

Board returned to Open Session with the following action items.

Time: 8:41pm

Motion

Motion by Mrs. Lopez, seconded by Mr. Hernandez to accept Mr. Frank M. Chavez's letter of retirement as presented.
Vote; 4-1-0 (P.Cervantes being absent)

Motion

Motion by Mrs. Lopez, seconded by Mr. Hernandez to adjourn the Regular Board Meeting of February 11, 2016.
Vote; 4-1-0 (P.Cervantes being absent)

Adjournment

The meeting adjourned.

Time: 9:00pm

Respectfully submitted,

Frank M. Chavez, Secretary

Josephine B. Valencia, Clerk