

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

June 9, 2016

6:00pm

MINUTES

OPENING CEREMONY The Board of Education meeting was called to order at 6:03pm by Board Clerk, Josephine B. Valencia in the Richgrove School District Conference Room located at 20908 Grove Drive in Richgrove, California.

<u>ATTENDANCE</u>	Arrive	Leave	Absent
Paul Cervantes, President	6:03	9:38	
Josephine B. Valencia, Clerk	6:03	9:38	
Alexandra Guerrero, Member	6:03	9:38	
Hernan Hernandez, Member	6:03	9:38	
Marisela Lopez, Member	6:03	9:38	
Mario Millan, Secretary	6:03	9:38	

BOARD AGENDA The Board reviewed the board agenda as presented.

Motion Motion by Mrs. Lopez, seconded by Mrs. Guerrero to approve the board agenda as presented. 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: 6:07pm

No action was taken during closed session.

OPEN SESSION Board returned to Open Session with the following action items.
Time: 6:45pm

Motion Motion by Mrs. Valencia, seconded by Mr. Hernandez to return to open session for the Regular Board Meeting of June 9, 2016. Vote; 5-0

PUBLIC HEARING

Presentation of Fiscal Budget and LCAP for 2016-17 Public Hearing opened to review the information pertaining to the Local Control Accountability Plan and the Annual Fiscal School Budget for 2016-17.

Public Hearing - OPEN Time: 6:37pm

Mario Millan, Supt.

Mr. Millan reported that the LCAP consisted of only a few changes; first year started with eight (8) goals and currently only have six (6) main goals required, which are; 1) Student Achievement, 2) Fine Arts/Music, 3) Positive Environment, 4) Staff Development, 5) Technology, and 6) ELD Population/Achievement.

Doris O'Shaughnessy

Ms. O'Shaughnessy also provided the Board with the budget portion of the LCAP for review along with explaining the changes and procedures as required at State level. Both LCAP and Fiscal Budget are to be presented at special board meeting on June 25, 2015 at 6:30pm for Board adoption.

Public Hearing- CLOSED

Public Hearing closed.
Time: 7:10pm

Motion

Motion by Mrs. Valencia, seconded by Mrs. Lopez to go into Open Session and continue the board meeting. Vote: 5-0

BOARD MEMBER/

SUPERINTENDENT REPORT

Conferences/Workshops

Mr. Millan provided the Board with information for the upcoming conferences/workshops that staff will be attending as follows;

- Kagan Training; July 11-15, 2016
- Multiplication/Division Base 10; July 21-22, 2016
- Writing Workshop; July 25 & July 26
- New ELD Framework; July 29, 2016
- CUE RockStar; Google Training; August 2-4, 2016

Summer Office Hours

Mr. Millan informed the Board that the school offices would be following the 10-4 summer schedule and close offices on Fridays from June 6, 2016 to August 4, 2016; office hours from 6:30am to 4:30pm with working lunch.

CONSENT AGENDA/

ROUTINE BUSINESS

Consent Items

The board reviewed the consent items which included current business warrants for May 6, 2016 to June 2, 2016 along with the Student Interdistrict Attendance Requests and the CHDV Contract Amendments/02 for CCTR & CSPP as provided.

Preschool Preschool Prog.
Contract Amendment/02
CCTR/CSPP

Ms. O'Shaughnessy reported that the CHDV Contract Amendments/02 have arrived and reflect the proposed budget changes indicating the transfer of \$157,000 from CSPP to CCTR in 2016-17 allowing the district to provide additional student services, plus retain \$84,200 in our CSPP Contract and possibly replace the demolished classroom.

Motion

Motion by Mrs. Valencia, seconded by Mr. Hernandez to approve the business

Warrants, student interdistrict attendance requests and CHDV Contract Amendments/02 (CCTR & CSPP) as presented. Vote; 5-0

GENERAL FUNCTIONS

District Minutes	The Board reviewed the board minutes for the meetings of May 12, 2016(R) and May 25, 2016(S) as provided.
Motion	<u>Motion by Mrs. Lopez, seconded by Mrs. Guerrero to approve the board regular minutes for May 12, 2016 and May 25, 2016 as presented. Vote; 5-0</u>
Firearms-Gun Free School Zone; BOARD POLICY 2nd Reading	Mr. Millan provided the Board with the information on Firearms Board Policy; Option #1, policy on firearms permitted on campus, allows the superintendent to select authorized personnel to carry a weapon on, should it be necessary; Option #2, District is committed to providing safe environment for students and prefers "No Firearms or Ammunition on School Grounds" or District Property (i.e., school buildings, fields, storage areas, parking lot, etc.).
Motion	<u>Motion by Mrs. Valencia, seconded by Mr. Hernandez to approve "2nd Reading" of "No Firearms or Ammunition on School Grounds" and directs Superintendent to communicate such policy to parents, students, staff and the community. Vote; 5-0</u>
Disruptions; BOARD POLICY 2nd Reading	Mr. Millan also provided the information on the "Disruptions" BOARD POLICY – 2nd Reading for the Board to review. This policy is for the purpose of authorizing the removal of someone threatening to disrupt normal district or school operations, cause harm to someone or cause damage to district property.
Motion	<u>Motion by Mr. Hernandez, seconded by Mrs. Valencia to approve the "2nd Reading" of the Board Policy for "Disruptions" as recommended. Vote; 5-0</u>
Declaration of Need 1617	Mr. Millan informed the Board that the school district is required to submit the Annual Declaration of Need indicating the anticipated needs for the General and Special Education Limited Assignments Permits for 2016-17 which only includes the position for Resource Specialist (Sandra Felix). He stated document is routine and recommended board approval.
Motion	<u>Motion by Mrs. Valencia, seconded by Mr. Hernandez to approve the Declaration of Need for the 2016-17 school year as presented. Vote; 5-0</u>
1516 Preschool Program; Self-Evaluation Process	Mr. Millan provided the 1516 Preschool Program Self-Evaluation for Board to review and approve. The board reviewed the information as provided.
Motion	<u>Motion by Mrs. Valencia, seconded by Mrs. Lopez to approve the Preschool Program Self-Evaluation for 1516 as presented. Vote; 5-0</u>

Governing Board Elections Resolution; #15/16-18 Mr. Millan provided the Board with the information on the Governing Board Elections along with Resolution #1516-18 which states that the school district is ordering Regular Governing Board Member Elections with Specifications of the Election Order to also includes covering the expense of the candidate's statements (limited to 200 words) for two (2) member(s) that have terms expiring December 2016; Election to be held on Tuesday, November 8, 2016.

Motion Motion by Mr. Hernandez, seconded by Mrs. Lopez to approve the Election Order and Resolution #15/16-18 as presented. Vote; 5-0

CURRICULUM AND INSTRUCTION

Local Control Accountability Plan Mr. Millan reported that the Town Hall Meeting (Questions/Answers) have been sent home to parents. Copies of the Q&A flyer is included in the Board packets.

Title III Addendum- 1617 Mr. Millan provided the board members with the information on the Title III Addendum for 2016-17 and proceeded to report the changes done online relative to the focused assistance given to the EL students. Board approval requested.

Motion Motion by Mrs. Valencia, seconded by Mr. Hernandez to approve the Title III Addendum as provided for the 2016-17 school year. Vote; 5-0

BUSINESS AND FINANCE PROCEDURES

ASB Reports; Informational Agenda item tabled until next board meeting due to bank statements not being available.

Budget Revisions Ms. O'Shaughnessy provided the Board with the current budget revisions; Fund 010-General Revenues; resource 00000 at May 2016 Revise; revenues in LCFF calculation increased by \$3,996 between P-2 due & May Revise; Resource 56402-MAA, final MAA revenues for 1314 received & added to 1516 revenues; Fund 010 General Expenditures; resource 00000, revision done-moved \$11,000 from Staff development sub teachers to general sub teachers; transportation bdgt. reduced by \$112,000 due to late hiring of new bus driver, reduced outsourcing for bus repairs; added \$25,000 for pending legal fees related to Electrical Upgrade projects (expect more expenses), sufficient funding undetermined; revisions made to Supt. bdgt lines due to change in staff/overlap b/w employment dates-net increase of \$4,117; corrections done to phone/internet expenditure lines-review of E-Rate & other phone lines- reduction of \$73,709; new buses not purchased in 1516- bdgt reduced by \$547,400/ purchases included in 2016-17 budget. Year-end and revenue adjustments made-current year cleanup... 1516 bdgt revisions done across all funds/corrections to bring revenues/expenditures to prepare 1617

BEFORE THE BOARD OF TRUSTEES
OF THE RICHGROVE SCHOOL DISTRICT
TULARE COUNTY, STATE OF CALIFORNIA

In the Matter of Ordering Regular Governing
Board Member Elections; Specifications of the
Election Order

RESOLUTION NO. #15/16-18

RECITALS

1. Elections Code sections 1302, 10404.5, and 10405.7 authorize school districts and community college districts to establish the election day for governing board members to regularly occur on the same day as the statewide direct primary election, the statewide general election, or the general municipal election is held.
2. The Board of Supervisors has received and approved a resolution from this Board establishing election of governing board members on the same day upon which the statewide general election is held.
3. Education Code section 5322 provides that whenever an election for governing board members is ordered, the governing board shall, by resolution, provide for specifications of the election order which shall be delivered to the county superintendent of schools and the officer conducting the election not less than 123 days prior to the date set for the election.
4. Other elections of school districts or other public agencies may be held in whole or part within the territory of this District and it is to the advantage of the District to consolidate therewith.

NOW, THEREFORE, BE IT RESOLVED as follows:

1. The above recitals are true and correct.
2. This Board hereby orders an election to be held within the territory included in this District on the 8th day of November 2016, for the purpose of electing 2 member(s) to the governing board of the District in accordance with the following specifications:

**RICHGROVE SCHOOL DISTRICT
SPECIFICATIONS OF THE ELECTION ORDER**

- A. The election shall be held on Tuesday, November 8, 2016.
- B. The purpose of the election is to choose 2 member(s) of the governing board of this District.
- C. Adopt i or ii (please check one box in this section):
- ☐ i. Candidate statements shall be paid for by the candidate. (*Election Code section 13309 provides procedures for filing by indigent candidates.*)
- ☒ ii. Candidate statements shall be paid for by the District. (*Election Code section 13307.*)
- D. Adopt i or ii (please check one box in this section):
- ☒ i. Candidate statements shall be limited to 200 words.
- ☐ ii. Candidate statements shall be limited to 400 words. (*Elections Code section 13307.*)
- E. Adopt i or ii (please check one box in this section):
- ☒ i. In the event of a tie vote, the winner of the election shall be determined by lot at a time and place to be designated by this Board.
- ☐ ii. In the event of a tie vote, the governing board shall call a runoff election on the sixth Tuesday following the election at which the tie vote occurred. (*Education Code section 5016.*) **All costs and expenses of conducting the special runoff election shall be borne by the District.**
3. The district will reimburse the county for the actual cost incurred by the county elections official in conducting the general election upon receipt of a bill stating the amount due as determined by the elections official.
4. This Board hereby requests and consents to the consolidation of this election with other elections to be held in whole or in part in the territory of the District, pursuant to Education Code section 5340 et seq., and Elections Code section 10400 et seq.
5. The Clerk of this Board is ordered to deliver copies of this Resolution, not less than 123 days prior to the date set for the election, to the county superintendent of schools who shall deliver the order of election to the Tulare County elections official and, if applicable, to the election official of any other county in which the election is to be held, as required by Education Code section 5324.

6. This Board requests that the county superintendent of schools publish the notice of election in the following newspaper, which is a newspaper of general circulation that is regularly circulated in the territory: Delano Record, Delano, CA.

I, Josephine B. Valencia, Clerk of the Board of Trustees of the Richgrove School District, do hereby certify that the foregoing Resolution was proposed by Board member Hernan Hernandez seconded by Board member Marisela Lopez, and was duly passed and adopted by said Board, at an official and public meeting thereof held on June 9, 2016, by the following vote:
[list members' names]

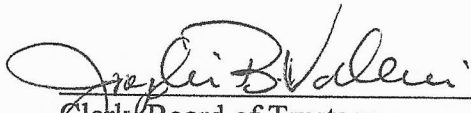
AYES: Josephine B. Valencia, Hernan Hernandez, Marisela Lopez, Paul Cervantes and Alexandra Guerrero

NOES: -0-

ABSENT: -0-

ABSTAIN: -0-

Dated: June 27, 2016


Clerk, Board of Trustees
Richgrove School District

budget; included minor adjustments to final revenue amts., indirect costs/removing some facility projects not completed in 1516.

Motion

Motion by Mrs. Valencia, seconded by Mr. Hernandez approving the budget revisions as presented. Vote; 5-0

Teacher Substitutes; Salary Guidelines – **Revised**
BOARD POLICY
2nd Reading

Ms. O'Shaughnessy provided the Board with the "Revised" copy of the Teacher Substitutes; Salary Guidelines for **2nd Reading**. District substitute list down to a minimum of 4-5 people and difficult to obtain substitutes. Recommending to increase \$140/day and \$165/long-term assignments to be compatible with schools in surrounding area.

Motion

Motion by Mr. Hernandez, seconded by Mrs. Lopez to approve the **2nd Reading** of Board Policy for increase to Teacher Substitutes; Salary Guidelines to \$140/day and \$165/long-term assignments as recommended. Vote; 5-0

Management Director

Mr. Millan stated school district should have a district policy on over-time compensation for management directors. He did research with surrounding schools and recommended that managers would be compensated ONLY if the situation affected the opening of school on the following day and managers will require preauthorization by the Superintendent should the need arise on a case-by-case basis.

Motion

Motion by Mr. Hernandez, seconded by Mrs. Guerrero to approve overtime compensation for management directors as presented/recommended. Voter; 5-0

Purchase of Copiers

Ms. O'Shaughnessy provided the Board with the information on the new copiers being recommended for purchase which are refurbished; stated current copiers have served the District very well for \$13K. If board approved, company delivering the new machines would dispose of the old copiers. The board went into discussion.

Motion

Motion by Mrs. Valencia, seconded by Mrs. Guerrero to approve the purchase of new copies and to dispose of the current machines by the company as presented. Vote; 5-0

SCHOOL FACILITIES/ TRANSPORTATIONU

Electrical Upgrade/Chiller/
HVAC Project

Mr. Millan provided the Board with an update on the Electrical Upgrade/Chiller/HVAC Project; stated as per legal counsel, it is recommended that the school district obtains a forensic company to perform a survey/validate the electrical upgrade project and meet to discuss the filling of open trenches and cleanup the campus before beginning of school in August, 2016. More information to be provided as it becomes available.

Solar Structure; Update

Mr. Millan also provided the Board with an update on the Solar Structure; it's been functioning to-date; purchased toggles in order to have lights on during the night, however, having issues with different time settings, looking at other solutions.

Classroom Foundation
Repair/Soil Testing

Mr. Millan gave the Board an update on the status of the foundation repair for both classrooms; DSA has approved the repair on both classroom and looking at having repairs completed by end of June, latest in July.

CLOSED SESSION

Board went into Closed Session to discuss student suspension/expulsion, personnel items, collective bargaining matters or to confer with legal counsel.
Time: 0:00pm

OPEN SESSION

Board returned to Open Session with the following action items.
Time: 0:00pm

Motion

Motion by Mrs. Valencia, seconded by Mrs. Guerrero to adjourn the Regular Board Meeting of June 9, 2016. Vote: 5-0

Adjournment

The meeting adjourned.
Time: 9:38pm

Respectfully submitted,

Mario Millan, Secretary

Josephine B. Valencia, Clerk