



Regular Meeting of the Board of Trustees Minutes

P.O. Box 400
North Fork, CA 93643
(559) 877-6209

7:00 P.M.
Tuesday, August 8, 2017
North Fork School

1. CALL TO ORDER

The meeting was called to order at 7:00 P.M. by Board President, Barbara Bigelow.

2. PLEDGE OF ALLEGIANCE, ROLL CALL AND ESTABLISHMENT OF QUORUM

After the Pledge of Allegiance it was determined a quorum was established. All members were present. Members present were: Barbara Bigelow, Board President; Claudia Box, Board Vice-President; Seth Waltner, Clerk; Jim McDougald and Jessie Hutchens, members.

Others present: Darren Sylvia, Superintendent; Melanie Burton, Administrative Assistant; Joannie Lumbr, Business Manager, Todd Sheller, Lana Jackson, Gayle Fain, Jessica Fairbanks, Amy Sheller, Daniel Ching, Jared Pierce and Patrick Wilson.

3. ADOPTION OF AGENDA *(If the Board and/or Administration determine they wish to add to or delete from the agenda, this would be the appropriate time.)*

A motion was made by Seth Waltner to approve the agenda with a change to Item 7c, change of location on the Madera route for Merced Transportation. The motion was seconded by Jim McDougald. Motion passed unanimously.

Ayes: B. Bigelow; C. Box; S. Waltner; J. McDougald; J. Hutchens

Noes: None

Absent: None

Abstention: None

4. PUBLIC HEARING, COMMENTS, PRESENTATIONS, COMMUNICATIONS AND REPORTS

Mr. Sylvia introduced new personnel to the District, Kelli Bryant, Special Ed Director; Rhonda Corippo, Alternative Ed Principal; Amy Sheller, District Nurse; Jared Pierce, Hillside Elementary Principal.

A. Public Notice English Language Arts Textbook Adoption – Darren Sylvia, Superintendent

Public Notice and Public Hearing will take place in September for textbook adoption. Adoption with National Geographic and Houghton Mifflin. We will continue with the pilot that we are currently using. Parents will be able to come see the materials on display at Spring Valley School. Parents will be notified by school messenger. Anyone will be able to view the materials not just parents. We will have a presentation at the next Board meeting.

B. 2017-2018 Master School Bus Routes – Darren Sylvia, Superintendent; Fred Faysal
Fred Faysal has been diligently working on the bus routes. North Fork routes remain the same. One route has been changed for Spring Valley. Two more stops have been added in Fresno and Madera with Merced Transportation. We now go to Indian Lakes.

- C. Cornerstone Counseling – Darren Sylvia, Superintendent
This is the current contract with Cornerstone Counseling after the evaluation with them came through. The hourly rate has increased. The increase is roughly \$7,000 from last year. They have requested the same days as last year. Services are for preventative counseling and for any issues that need to be referred out.
- D. TBK Construction Management Agreement – Darren Sylvia, Superintendent
Darren Sylvia presented using TBK Construction Management to oversee the direction of the new Hillside Elementary School construction. The construction Manager (Travis Kirk) will provide oversight between contractor, architect and developer. They will make sure that everything is DSA approved. They will provide monthly updates to the Board. They will report weekly to the Superintendent as to the status of the project. Claudia Box asked if they will assist in getting state matching money? Darren said that they will help us turn in SAB4 and get ready for the audit. We can appeal the State allocation board if any issues arise. Another question asked was when is the project start date? We have broken ground already and the pad should be ready in September. The school is scheduled to be ready in 2018. There is no fiscal cost to the district. These cost are built in to the overall school facility cost under our Developer Agreement with Tesoro Viejo. Total Construction Management fee is \$5,000 monthly until project is complete.
- E. EPA Grants – Darren Sylvia, Superintendent
Funding received from the Education Protection Account has to be spent on instruction. We are required to report on last year's expenditures and project for this year's spending. Chawanakee Unified has expended the previous school year's EPA funds solely on teachers' salaries and benefits and will continue to spend 2017/18 EPA funds in the same manner.
- F. Bush Engineering (CUPCCA) Storm Drainage and Concrete Improvement– Darren Sylvia, Superintendent
The District is seeking Board approval and authorization to utilize the allowances given by the (PCC 20111) to contract the service of Bush Engineering for Storm Drainage and Concrete Improvement. This is the extension of the next phase of construction on the stadium build.
- G. Legal Services Agreement
1. Lozano Smith
 2. AALRR
 3. DWK
 4. MCOE Educational Resource Services
- These are agreements and renewals that are renewed annually. All of these contracts are hourly use and staff has to inform Superintendent if legal services are needed. Special Education is where we spend a lot of our time on. We are going to reevaluate our services with Madera County Resource Services.
- H. RFP Tree Removal – Fred Faysal
The approval of funds from the California Disaster Assistance Act provides relief to the District for Tree Removal. Our acceptance will mitigate expenses incurred by the district to remove these trees that may damage property or personnel. These funds will reimburse expenses already paid to our vendor for the removal of such trees. Upon approval of the request for grant funds we will conduct a Request for Proposal (RFP)

and advertise in the local newspaper. Trees that need to be removed are at North Fork School and Mountain Oaks High School.

I. Cencal Portables – Fred Faysal

The original plan was to move the District Office portables to the Minarets site. Before they were moved these portables became available at a considerable savings. Each portable will be \$5,000 with the total cost of \$20,000. This will allow the current portables to stay in place on the Mountain Oaks campus. The portables purchased came with lots of shelving. We will be using Adult School and Chawanakee Academy Charter School funds. Seth Waltner asked what the timeline is to get these portables set up. Darren Sylvia said that it would be late September to mid-October.

J. Emergency Water Pump Replacement – Darren Sylvia, Superintendent

Minarets High School continues to have issues with their pumps. We would like to contract with Bogies Pump Systems to replace our current irrigation and Portable water pump station. Our current pump has continued to be unreliable and potable water must be available to Minarets High School to run their daily operations. The plan would be to enlarge the current pump versus adding another one. We currently have a 20 horsepower pump and would like to get a 50 horsepower pump. The pump we currently have is ten years old.

K. Additional Personnel for Chawanakee Academy – Darren Sylvia, Superintendent

As the Resource Centers in Merced and Mariposa grow we would recommend hiring a Home School Instructor and a three hour aide for each site. It would be beneficial to have a teacher hired in the area plus an aide. It would pay for itself with 15 new students. We currently have 130 students at our current locations. Rhonda Corippo is getting students signed up at the Yosemite and Olive location. Claudia Box asked how students are being served at these locations. Darren Sylvia said that right now the teachers are taking care of teaching and clerical. Rhonda Corippo will be going up weekly to check on things to make sure everything is running smoothly. Claudia Box asked about immunizations for Home School students. Darren Sylvia responded that only seat based students need to be current on immunizations. Home School students cannot be on campus for more than 20 hours per week.

L. MOU with State Center Adult Ed Program – Darren Sylvia, Superintendent

These funds are designated by our SCAEC goals. This MOU allows State Center Community College District to act as the fiscal agent for our allocated funds and provide the fiscal reporting and audit to the California Department of Education. AB104 requires each member of the consortium to monitor and fulfill their responsibilities for state reporting and alignment to the consortium goals. This MOU is required to receive our apportionment of \$62,000.

M. Agricultural Career Technical Education Incentive Grant – Daniel Ching, Principal

This is a yearly application for the Agricultural Career Technical Education Incentive Grant. This needs Board approval to move forward for matching funds. We have to show how the funds are being matched. The grant is due to run out this year. Jim McDougald asked about the project application, he said it looks like every time we get the application the same projects are on it. He wanted to know if these projects are getting done. Daniel Ching said that it is a three year grant so the projects are ongoing.

N. Board Policies – Darren Sylvia, Superintendent

BP0460	BP3260	AR3260	AR4112.22
AR4261.1	BP5111	BP5111.1	BP5113
AR5113	BP5141.52	AR5141.52	E5145.6
BP5148.2	AR5148.2	BP6111	BP6142.2
AR6142.2	BP6144	BP6174	AR6174
BP6176	BP1312.3	AR1312.3	BP1340
BP2121	BP3551	AR3551	AR3580
BP4312.1	AR5145.3	BP6142.93	BP6145
BP6145.2	AR6145.2	BP6178.1	AR6178.1
BP7214	BB9012	AR4161.1/4361.1	
E4112.9/4212.9/4312.9		BP4127/4227/4327	E4119.22
AR4127/4227/4327		BP5121	AR5121

These are updates to current Board Policies.

BP5121 - grade expectations, teachers have to update grades weekly in core classes and every 2 weeks in elective classes.

E4119.22 – Professional standards of dress laid out explicitly.

5. VISITORS

(Members of the audience are welcome to address the Board at this time regarding items not listed on the agenda. The Trustees may ask questions for clarity, but cannot discuss or take action on these matters, if desired, until such matters are appropriately placed on a future agenda. Individuals who require special accommodation (American Sign Language interpreter, accessible seating, documentation in accessible format, etc.) should contact the Superintendent or designee at least two days before the meeting date.)

Todd Sheller came to invite everyone to come to Bonanza Night on September 23rd at Bandit Town. You are encouraged to wear Western wear. Tesoro Viejo committed to donate \$10,000.

Darren Sylvia introduced Anthony Patino who is the Athletic Coordinator for the District. Rhonda Corippo was here to represent the Minarets Foundation. The Foundation currently has 14 youth accounts. Youth football and youth cheer is back.

6. CONSENT AGENDA

A motion was made by Jim McDougald to adopt the Consent Agenda. The motion was seconded by Seth Waltner. Motion carried unanimously.

Ayes: B. Bigelow; C. Box; S. Waltner; J. McDougald; J. Hutchens

Noes: None

Absent: None

Abstention: None

A. Consideration of Minutes:

1. June 2, 2017, Special Meeting
2. June 13, 2017, Regular Meeting

B. Consideration of Payroll:

1. June 30, 2017, Regular Payroll
2. July 6, 2017, Supplemental Payroll
3. July 14, 2017, Supplemental Payroll
4. July 31, 2017, Regular Payroll

C. Consideration of Warrants:

1. Register #06/13/2017
2. Register #06/28/2017
3. Register #07/18/2017

D. Consideration of Employment Staffing List:

1. Personnel #1-2017/2018

E. Consideration and Approval of Overnight Field Trip – Daniel Ching, Principal

1. Minarets FFA Overnight trips

7. DISCUSSION AND ACTION ITEMS

A. Consideration and Approval of Resolution No. 2 In the Matter of Agreement of Sale of Property for Roundabout

A motion was made by Jim McDougald to approve. The motion was seconded by Seth Waltner. Motion passed unanimously.

Ayes: B. Bigelow; C. Box; S. Waltner; J. McDougald; J. Hutchens

Noes: None

Absent: None

Abstention: None

B. Consideration and Approval of the Head Start Vending Agreement for the Child and Adult Care Food Program

A motion was made by Seth Waltner to approve. The motion was seconded by Jessie Hutchens. Motion passed unanimously.

Ayes: B. Bigelow; C. Box; S. Waltner; J. McDougald; J. Hutchens

Noes: None

Absent: None

Abstention: None

C. Consideration and Approval of 2017-2018 Master School Bus Routes

A motion was made by Jim McDougald to approve. The motion was seconded by Claudia Box. Motion passed unanimously.

Ayes: B. Bigelow; C. Box; S. Waltner; J. McDougald; J. Hutchens

Noes: None

Absent: None

Abstention: None

D. Consideration and Approval of Quarterly Report of Investments for June 30, 2017

A motion was made by Claudia Box. The motion was seconded by Seth Waltner. Motion passed unanimously.

Ayes: B. Bigelow; C. Box; S. Waltner; J. McDougald; J. Hutchens

Noes: None

Absent: None

Abstention: None

E. Consideration and Approval of Williams Quarterly Report for July

A motion as made by Jim McDougald to approve. The motion was seconded by Seth Waltner. Motion passed unanimously.

Ayes: B. Bigelow; C. Box; S. Waltner; J. McDougald; J. Hutchens

Noes: None

Absent: None

Abstention: None

F. Consideration and Approval of Cornerstone Counseling Services

A motion was made by Jessie Hutchens to approve. The motion was seconded by Jim McDougald. Motion passed unanimously.

Ayes: B. Bigelow; C. Box; S. Waltner; J. McDougald; J. Hutchens

Noes: None
Absent: None
Abstention: None

- G. Consideration and Approval of TBK Consultant Agreement
A motion was made by Jim McDougald to approve. The motion was seconded by Seth Waltner. Motion passed unanimously.
Ayes: B. Bigelow; C. Box; S. Waltner; J. McDougald; J. Hutchens
Noes: None
Absent: None
Abstention: None
- H. Consideration and Approval of Resolution No. 1-2017/2018 Regarding the Education Protection Accounts
A motion was made by Seth Waltner to approve. The motion was seconded by Jessie Hutchens. Motion passed unanimously.
Ayes: B. Bigelow; C. Box; S. Waltner; J. McDougald; J. Hutchens
Noes: None
Absent: None
Abstention: None
- I. Consideration and Approval of Bush Engineering (CUPCCA) Agreement
A motion was made by Jim McDougald to approve. The motion was seconded by Claudia Box. Motion passed unanimously.
Ayes: B. Bigelow; C. Box; S. Waltner; J. McDougald; J. Hutchens
Noes: None
Absent: None
Abstention: None
- J. Consideration and Approval of Contract Service Agreements
A motion was made by Claudia Box to approve. The motion was seconded by Seth Waltner. Motion passed unanimously.
Ayes: B. Bigelow; C. Box; S. Waltner; J. McDougald; J. Hutchens
Noes: None
Absent: None
Abstention: None
- K. Consideration and Approval of Tree Removal
A motion was made by Jim McDougald to approve. The motion was seconded by Seth Waltner. Motion passed unanimously.
Ayes: B. Bigelow; C. Box; S. Waltner; J. McDougald; J. Hutchens
Noes: None
Absent: None
Abstention: None
- L. Consideration and Approval of purchase of portables from Cencal Portables
A motion was made by Seth Waltner to approve. The motion was seconded by Jim McDougald. Motion passed unanimously.
Ayes: B. Bigelow; C. Box; S. Waltner; J. McDougald; J. Hutchens
Noes: None
Absent: None

Abstention: None

- M. Consideration and Approval of Emergency Water Pump Replacement
A motion was made by Jim McDougald to approve. The motion was seconded by Seth Waltner. Motion passed unanimously.
Ayes: B. Bigelow; C. Box; S. Waltner; J. McDougald; J. Hutchens
Noes: None
Absent: None
Abstention: None
- N. Consideration and Approval of Additional Personnel for Chawanakee Academy
A motion was made by Jim McDougald to approve. The motion was seconded by Seth Waltner. Motion passed unanimously.
Ayes: B. Bigelow; C. Box; S. Waltner; J. McDougald; J. Hutchens
Noes: None
Absent: None
Abstention: None
- O. Consideration and Approval of MOU with State Center Adult Ed Program
A motion was made by Jim McDougald to approve. The motion was seconded by Seth Waltner. Motion passed unanimously.
Ayes: B. Bigelow; C. Box; S. Waltner; J. McDougald; J. Hutchens
Noes: None
Absent: None
Abstention: None
- P. Consideration and Approval of the Agricultural Career Technical Education Incentive Grant
A motion was made by Jim McDougald to approve. The motion was seconded by Claudia Box. Motion passed unanimously.
Ayes: B. Bigelow; C. Box; S. Waltner; J. McDougald; J. Hutchens
Noes: None
Absent: None
Abstention: None
- Q. Consideration and Approval of New Dual Credit Courses of Study for Minarets
1. Reedley College Health 1
2. Reedley College MAG 41
A motion was made by Seth Waltner to approve. The motion was seconded by Jessie Hutchens. Motion passed unanimously.
Ayes: B. Bigelow; C. Box; S. Waltner; J. McDougald; J. Hutchens
Noes: None
Absent: None
Abstention: None
- R. Consideration and Approval of Board Policies First and/or Second Reading
- | | | | |
|----------|-----------|-----------|-----------|
| BP0460 | BP3260 | AR3260 | AR4112.22 |
| AR4261.1 | BP5111 | BP5111.1 | BP5113 |
| AR5113 | BP5141.52 | AR5141.52 | E5145.6 |
| BP5148.2 | AR5148.2 | BP6111 | BP6142.2 |
| AR6142.2 | BP6144 | BP6174 | AR6174 |
| BP6176 | BP1312.3 | AR1312.3 | BP1340 |

BP2121	BP3551	AR3551	AR3580
BP4312.1	AR5145.3	BP6142.93	BP6145
BP6145.2	AR6145.2	BP6178.1	AR6178.1
BP7214	BB9012	AR4161.1/4361.1	
E4112.9/4212.9/4312.9		BP4127/4227/4327	E4119.22
AR4127/4227/4327		BP5121	AR5121

A motion was made by Seth Waltner to approve. The motion was seconded by Jim McDougald. Motion passed unanimously.

Ayes: B. Bigelow; C. Box; S. Waltner; J. McDougald; J. Hutchens

Noes: None

Absent: None

Abstention: None

8. **INFORMATION AND REPORTS** - Superintendent's Report – Mr. Sylvia/Principals **Darren Sylvia** reported that we are currently doing the first run of the District's enrollments. On August 16 we will have our kick off for the new school year. We will be having lunch from 1-2 pm. We have workshops set up for mandated reporting, bullying and job alike sessions. Many projects have gotten done over the summer with many more to do thanks to Fred's crew. Darren thanked the Board members who went to Tennessee for the Model School Training Sessions. We have lots of great things happening in the District. Our team is making it happen.

9. **BOARD MEMBER SUGGESTIONS & COMMENTS**

Seth Waltner wanted to remind everyone of the upcoming Tri-Athlon on September 9th. Seth would like all principals promote this event to their students. Proceeds go to local schools. Age for participation is 5-17 years of age. They are always looking for volunteers to help with the event.

Barbara Bigelow reminded members of the Madera County School Board Association dinner on August 30. Barbara would like the marquee in front of Minarets High School to get fixed.

Claudia Box wanted to know if we had any results from the electrical situation at Minarets. Darren Sylvia said that we got the full reimbursement of \$108,000. Claudia said that she was one of the lucky board members who were able to attend the conference in Tennessee. She was impressed by the conference and all sessions (except one).

10. **ADVANCE PLANNING**

Board Meeting Dates:

September 12, 2017	7:00 p.m.	Minarets High School (Media Lounge)
October 10, 2017	7:00 p.m.	North Fork School
November 14, 2017	7:00 p.m.	Minarets High School (Media Lounge)
December 12, 2017	6:30 p.m.	North Fork School (Organizational Meeting)
	7:00 p.m.	North Fork School (Regular Meeting)

11. **PUBLIC COMMENT RE: CLOSED SESSION ITEMS** (*General Public may comment on any Closed Session item that will be heard. The Board may limit comments to no more than 5 minutes pursuant to Board policy. Please refer to items listed below.*)

None

- 12. CLOSED SESSION** *(Note: A Closed or Executive Session of the Board of Trustees may be held when legal and the need requires. Items to be discussed will be announced before the Board moves into Closed Session. Items can include personnel matters, student personnel matters, negotiations, and legal counsel regarding pending litigation and protection of records exempt from public disclosure.)*

A. Government Code Section 54957 - Public Employee: Personnel/Staffing/Discipline/Dismissal/Release

No Closed Session

- 13. RECONVENE TO OPEN SESSION AND REPORT OF CLOSED SESSION ACTION**

- 14. ADJOURNMENT**

A motion was made by Jim McDougald to adjourn the meeting at 8:50 pm. The motion was seconded by Seth Waltner. Motion passed unanimously.

Ayes: B. Bigelow; C. Box; S. Waltner; J. McDougald; J. Hutchens

Noes: None

Absent: None

Abstention: None

Respectfully submitted by: Melanie Burton



Seth Waltner, Clerk

9/12/17

Date