



Regular Meeting of the Board of Trustees Minutes

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

7:00 P.M.
October 9, 2018
Minarets High School, Media Lounge

1. CALL TO ORDER

The meeting was called to order at 7:00 PM 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.

Members Present: Barbara Bigelow, Board President; Claudia Box, Vice President; Seth Waltner, Clerk; Jim McDougald and Jessie Hutchens, members.

Others Present: Darren Sylvia, Superintendent; Joannie Lumbrá, Business Manager; Melanie Burton, Administrative Assistant; Jessica Fairbanks, Kelli Bryant, Patrick Wilson, Lana Jackson, Christina Hall, Suzanne Lanfranco, Katie Morgan, Rhonda Corippo, Daniel Ching, Michelle Dungan, Jose Camacho, Filiberto Camacho and Katie Bethune.

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 adopt the agenda. The motion was seconded by Jim McDougald. Motion passed unanimously.

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

Noes: None

Abstentions: None

Absent: None

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

A. Showcase of Schools – Minarets High School, Daniel Ching

Patrick Wilson introduced Katie Morgan and Minarets student Lauren Childers who gave a presentation on Digital Journalism at Minarets High School. Minarets Press has a focus on journalism which is student driven. Minarets Press collaborates with Sierra News Online to publish their stories online.

B. State Testing (CAASPP) Results for 2017-2018 – Jessica Fairbanks

Jessica Fairbanks presented student scores for the annual California Academic Assessment of Student Performance and Progress for the 2017/18 school year. In 2017-18 Chawanakee Unified's student achievement increased by 1.9% in ELA and decreased by 1.1% in mathematics. Overall, of the students who participated in the state test and received a valid score, 47% met or exceeded the standard in ELA and 24% in mathematics. Barbara Bigelow asked how the data compared with other districts in the surrounding area. Jessica said they were about the same, with Liberty doing a little bit better. Mountain Oaks scores were low which brought the District down overall.

C. Williams Quarterly Report, October 2018- Darren Sylvia, Superintendent

Superintendent Darren Sylvia reported that there have been no text book or instructional complaints. All teacher positions are filled. There have been no FIT findings.

D. Mandated Child Abuse Reporting Update – Darren Sylvia, Superintendent
A work shop was held at the beginning of the school year so all staff members district wide have completed Blood Bourne Pathogen and Mandated Child Abuse Reporting trainings. Each school site was set up to complete Sexual Harassment training in September. At this time all employees who are mandated have done so. New employees will have to complete online within one month of employment.

E. Job Description Revisions – Darren Sylvia, Superintendent
Superintendent Darren Sylvia recommended to adjust and revise our current job descriptions for Registrar/Secretary; Human Resource Director; Director of Informational Technology and Utility Driver. Registrar/Secretary is currently 11 months it will change back to a 12 month position. The recommendation is to adjust the responsibilities and make them broader to encompass the actual position needs and requirements to serve the school site needs. Informational Technology position is full time at 12 months. Human Resource position revision of job description now allows the position to either be certificated or classified. Utility Driver is a new job description that will allow a paraprofessional or instructional aide to transport students that may need door to door service for home to school transportation.

F. Third Party Administrative Service Agreement, Retirement Plan – Darren Sylvia, Superintendent
The Chawanakee Unified School District currently is using Gem/CALSTERS as our Third Party Administrator for all voluntary employee retirement contributions. By switching our third party administrator to TSA Consulting Group, Inc. our employees will still have the ease of making pre-tax deductions but the district will have a savings of roughly \$200/month processing fee. The district has been paying this fee on behalf of the employees for the past five years.

G. Board Policy Updates – Darren Sylvia, Superintendent

BP 1330	AR1330	BP 1400	BP2210
BP3312.2	BP3320	AR3320	BP4140/4240/4340
AR4157.2/4257.2/4357.2		BP4161.3	BP5112.5
AR5141.32	BP6174	AR6174	BB9310
AR5132			
BP0410	E0420.41	BP3514	AR3514
BP3514.1	BP3516	AR3516	AR3541
BP4158/4258/4358		AR4158/4258/4358	
BP5111	AR5111	BP5111.1	AR5111.1
BP5125	AR5125	AR5125.1	E5125.1
BP5131.2	BP5145.3	AR5145.3	BP5145.9

These are updates and revisions to Board Policies. Facility Use E1330 all schools will have available on site. The fee structure has been updated. There are two fee bases, for profit and non-profit. Dress and Grooming AR5132 has been updated. Hair color regulations have changed, gives the principals lead way as to interpretation. Seth Waltner stated that it seems that the dress code is enforced differently at each campus. Superintendent Darren Sylvia said that we as a District need to be consistent at all sites.

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.)

Parents came to voice their concerns regarding political speaker coming on campus. Parents present with concerns were Suzanne Lanfranco and Carl Mitchell. The concerns they expressed were:

- No permission from parent
- Parents should have been informed
- Used child in political agenda
- Child posted on candidate Facebook page without permission from parent

Barbara Bigelow read a letter from Kim Linderholm expressing the same concerns as well.

6. CONSENT AGENDA

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

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

Noes: None

Abstentions: None

Absent: None

A. Consideration of Minutes:

1. September 11, 2018, Regular Meeting

B. Consideration of Payroll:

1. August 31, 2018, Regular Payroll, revision
2. September 10, 2018, Supplemental Payroll
3. September 28, 2018, Regular Payroll

C. Consideration of Warrants:

1. Register 09/04/2018
2. Register 09/13/2018
3. Register 09/20/2018

D. Consideration of Employment Staffing List:

1. Personnel #03-2018/2019

E. Consideration and Acceptance of Donations– Daniel Ching, Principal

1. \$750 – Soccer Equipment, Tesoro Viejo
2. \$500 – Art and Art Club Grant, Children’s Educational Foundation
3. \$15,000 – Minarets FFA, Spring Valley AG Boosters
4. \$2,000 – Minarets Media Program, Thomas & Anne Dewitt
5. \$1,000 – SLE Collect for Cures, Secure Services

7. DISCUSSION AND ACTION ITEMS

A. Consideration and Approval of Williams Quarterly 2018

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

Abstentions: None

Absent: None

B. Consideration and Approval of Resolution No. 8-2018/2019 In the Matter of California Energy Commission School Bus Replacement Program

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
Abstentions: None
Absent: None

C. Consideration and Approval of Job Description Revisions

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
Abstentions: None
Absent: None

D. Consideration and Approval of Third Party Administrative Service Agreement Retirement Plan

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
Abstentions: None
Absent: None

E. Consideration and Approval of First and/or Second Reading of Policy Revisions

BP 1330	AR1330	BP 1400	BP2210
BP3312.2	BP3320	AR3320	BP4140/4240/4340
AR4157,2/4257.2/4357.2		BP4161.3	BP5112.5
AR5141.32	BP6174	AR6174	BB9310
AR 5132			
BP0410	E0420.41	BP3514	AR3514
BP3514.1	BP3516	AR3516	AR3541
BP4158/4258/4358		AR4158/4258/4358	
BP5111	AR5111	BP5111.1	AR5111.1
BP5125	AR5125	AR5125.1	E5125.1
BP5131.2	BP5145.3	AR5145.3	BP5145.9

A motion was made by Jim McDougald to approve the First and/or Second Reading of Policy Revisions with amendment to E1330. Need to make it clear what the responsibility use of people using facilities are. The motion was seconded by Seth Waltner. Motion passed unanimously.

Ayes: B. Bigelow; C. Box; J. McDougald; J. Hutchens
Noes: None
Abstentions: None
Absent: None

8. **INFORMATION AND REPORTS** - Superintendent's Report – Mr. Sylvia
NORTH FORK SCHOOL: PBIS is well on its way. PBIS signs are up as well as positive signage. The Cougar Den has just been implemented where students will work on restorative contracts. The music program is moving right along with music and drum line. Several students are participating in drum line with Mr. Corrigan volunteering his time to coach them. SPARKLEFEST was on October 3rd.

SPRING VALLEY SCHOOL: Spring Valley has a new Special Education teacher, Linda Patalano. Some new clubs are DI for Kindergarten/1st grade that will be run by Shandon Allen and Julie Grant. And a Language Club that will be run by Heather McGrew. The Fall Festival is November 2.

CHAWANAKEE ACADEMY CHARTER: Students are enjoying music, Spanish, writing, Highly Effective You (Hey U)-careers and computers, and Academic Decathlon. In each class, students are able to earn credit or work completion towards another class.

HILLSIDE: Hillside is moving along with their 20 day plan which includes: develop first science-based lesson plan and teach it; staff will implement i-Ready by the end of the month; teach students expected group procedures/protocols in conjunction with physical activities away from class.

MINARETS HIGH SCHOOL Homecoming is October 12th.

9. BOARD MEMBER SUGGESTIONS & COMMENTS

Claudia Box stated that Casino Night was a success. A good time was had by all. Claudia wanted to know what the current enrollment is at Hillside. The current enrollment is 71 students. The Spring Valley Ag Boosters donated \$15,000 to Minarets High School FFA.

10. ADVANCE PLANNING

Board Meeting Dates:

November 13, 2018	7:00 pm	North Fork School, (Board Room)
December 11, 2018	6:30 pm	Minarets High School (Organizational Meeting)
December 11, 2018	7:00 pm	Minarets High School (Media Lounge)

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).*

A motion was made by Jim McDougald at 8:18 PM to move to Closed Session. The motion was seconded by Seth Waltner. Motion passed unanimously.

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

Noes: None

Abstentions: None

Absent: 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.)*

Government Code Section 54957 – Public Employee: Personnel/Staffing/Discipline/Dismissal/Release

Government Code Section 54956.8 – Real Estate Negotiations

Government Code Section 54956 - Contracts

A motion was made by Claudia Box at 8:53 PM to reconvene to Open Session. The motion was seconded by Jim McDougald. Motion passed unanimously.

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

Noes: None

Abstentions: None

Absent: None

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

Board President reported out from Closed Session:

A motion was made by Jim McDougald to increase the sub pay from \$115 per day to \$125 per day. The motion was seconded by Seth Waltner. Motion passed unanimously.

14. ADJOURNMENT

A motion was made by Jessie Hutchens at 8:54 PM to adjourn the meeting. The motion was seconded by Jim McDougald. Motion passed unanimously.


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

Noes: None

Abstentions: None

Absent: None

Respectfully submitted by: Melanie Burton, Administrative Assistant



Seth Waltner, Clerk

11/13/18

Date