



Regular Meeting of the Board of Trustees Minutes

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

January 10, 2017
Minarets High School

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. The following members were present: Barbara Bigelow, Board President; Claudia Box, Board Vice-President; Seth Waltner, Clerk; and Jessie Hutchens, member. Member Jim McDougald was absent from the meeting.

Others present: Darren Sylvia, Superintendent; Melanie Burton, Administrative Assistant; Joannie Lumbra; Business Manager; Gayle Fain, Jessica Fairbanks, Lana Jackson, Gary Talley, Patrick Wilson and Daniel Ching.

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 Jessie Hutchens to adopt the agenda with the addition of D2 in the Consent Agenda. The motion was seconded by Seth Waltner. Motion passed unanimously.

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

Noes: None

Abstentions: None

Absent: J. McDougald

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

A. Quarterly Investment Reports – Joannie Lumbra, Business Manager

Joannie Lumbra reported that we had a positive ending balance as of October 31, 2016.

B. 2015/2016 Audit Report – Joannie Lumbra, Business Manager

We had one finding this year with no fiscal impact to the District. The finding was a result of not using the most current FIT Report. Barbara Bigelow shared with the Board a letter she received from the auditors that will be added to the minutes.

C. Williams Quarterly Reporting, January 2017 – Darren Sylvia, Superintendent

At this time there were no reported findings of being out of compliance.

D. Updated Safety Plans – Jessica Fairbanks, Principal

1. Minarets High School & Minarets Charter High School

2. Spring Valley Elementary & Chawanakee Academy Charter

3. North Fork Elementary

4. Mountain Oaks High School & Manzanita Community Day School

Jessica Fairbanks presented the updated safety plans for the District. These plans are more comprehensive than in the past. What we don't see are lockdown procedures or phone numbers. We don't want that for public information. Procedures for each drill are included. These need to be posted on the Website. They also need to be available at each school site. Claudia Box had a question on the dress code. Jessica Fairbanks said she used the current

Board Policy on Dress Code. Another question raised was on chemical spills. The policy should be re-worded to say, "Chemical spills can be cleaned up by trained personnel". Also the data rates for suspensions were not being pulled from Power School correctly and now have been updated with the correct data.

E. Academic Decathlon Team – Daniel Ching, Principal

Daniel Ching is seeking approval for an Academic Decathlon Team for Minarets High School and Minarets Charter High School. Minarets will be working with the team from Chawanakee Academy Charter School. In addition, Chawanakee Charter Academy has asked for approval to renew their application for their Academic Decathlon Team.

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.)

There were no visitors at this time.

6. CONSENT AGENDA

A motion was made by Jessie Hutchens to approve the consent agenda with the addition of item D2, Resignation of Employee. The motion was seconded by Seth Waltner. Motion passed unanimously.

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

Noes: None

Abstentions: None

Absent: J. McDougald

A. Consideration of Minutes:

1. December 13, 2016, Special Organizational Meeting
2. December 13, 2016, Regular Meeting

B. Consideration of Payroll:

1. December 14, 2016, Supplemental Payroll
2. December 29, 2016, Regular Payroll

C. Consideration of Warrants:

1. Register #12/12/2016
2. Register #12/22/2016

D. Consideration of Employment Staffing List:

1. Personnel #7-2016/2017
2. Resignation of employee

E. Consideration and Acceptance of Donations: Gary Talley, Chawanakee Academy

1. \$750 - Kiwanis Club of the Sierras for Drama Club
2. \$270 – Kiwanis Club of the Sierras for PE Equipment

F. Consideration and Acceptance of Donation: Gary Talley, Mountain Oaks High School

1. \$500 – Children’s Educational Foundation for literary publishing

G. Consideration and Acceptance of Donations: Jessica Fairbanks, Principal

1. \$500 – Kiwanis Club of the Sierras for art supplies
2. \$350 – Kiwanis Club of the Sierras for Weather Station and PE Equipment
3. \$250 – Kiwanis Club of the Sierras for PE Equipment

7. DISCUSSION AND ACTION ITEMS

- A. Consideration and Acceptance of Independent Audit Report for Year Ending June 30, 2016 from Borchardt, Corona & Faeth, Accountancy Corporation
A motion was made by Seth Waltner to accept. The motion was seconded by Jessie Hutchens. Motion passed unanimously.
Ayes: B. Bigelow; C. Box; S. Waltner; J. Hutchens
Noes: None
Abstentions: None
Absent: J. McDougald
- B. Consideration and Approval of Williams Quarterly Report for January 2017
A motion was made by Seth Waltner to accept. The motion was seconded by Claudia Box. Motion passed unanimously.
Ayes: B. Bigelow; C. Box; S. Waltner; J. Hutchens
Noes: None
Abstentions: None
Absent: J. McDougald
- C. Consideration and Approval of Site Safety Plans:
1. Minarets High School & Minarets Charter High School
2. Spring Valley Elementary & Chawanakee Academy Charter
3. North Fork Elementary School
4. Mountain Oaks High School & Manzanita Community Day School
A motion was made by Seth Waltner to accept. Motion was seconded by Claudia Box. Motion passed unanimously.
Ayes: B. Bigelow; C. Box; S. Waltner; J. Hutchens
Noes: None
Abstentions: None
Absent: J. McDougald
- D. Consideration and Approval of Academic Decathlon Team for Minarets High School and Minarets Charter High School
A motion was made by Jessie Hutchens to accept. The motion was seconded by Seth Waltner. Motion passed unanimously.
Ayes: B. Bigelow; C. Box; S. Waltner; J. Hutchens
Noes: None
Abstentions: None
Absent: J. McDougald
- E. Consideration and Approval of New Courses of Study, Chawanakee Unified School District
1. Integrated Ag. Biology (010141)
2. French I (040120)
3. Fundamentals of Programming and Software Development (090609)
Motion was made by Claudia Box to accept. Motion was seconded by Jessie Hutchens. Motion passed unanimously.
Ayes: B. Bigelow; C. Box; S. Waltner; J. Hutchens
Noes: None
Abstentions: None
Absent: J. McDougald
- F. Consideration and Approval of Amended Preliminary Environmental Assessment (PEA) Report for Hillside Elementary School
1. Integrated Ag. Biology (010141)
2. French I (040120)

3. **Fundamentals of Programming and Software Development (090609)**

Motion was made by Claudia Box to accept. Motion was seconded by Jessie Hutchens. Motion passed unanimously.

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

Noes: None

Abstentions: None

Absent: J. McDougald

8. **INFORMATION AND REPORTS - Superintendent's Report – Mr. Sylvia/Principals**

Darren Sylvia reported that the 1st semester of school went well. We have begun to expand our Chawanakee Academy Charter Program in Merced. We are negotiating with a site in Merced at a Seventh Day Adventist Church for the rental of classroom space. Our professional development day in-service on January 9 went very well. The teachers got a better idea of what the vision is for the District regarding Rigor, Relevance, and Relationships. **Gayle Fain**, Principal for North Fork School reported that the Learning Center is doing great. Staff is excited to watch the growth in students in grades K-8.

Jessica Fairbanks, Principal for Spring Valley School reported that the 8th grade students are very excited to be able to go the high school for classes. Tammy Hardcastle will be retiring on January 19th. Jessica is sad to see her go.

Gary Talley, Principal for Chawanakee Academy Charter and Mountain Oaks High School is happy to report that they are able to fill a whole Academic Pentathlon Team this year. Chawanakee Academy and Mountain Oaks are working together to form the team. They are proceeding forward with WASC, trying to get re-accredited.

Daniel Ching, Principal of Minarets High School reported that the first Inaugural Community Day went very well. Students provided services to community or others. Some of the services that students offered were: road side clean-up, homeless awareness, made gingerbread houses, went Christmas caroling, made veterans packages, cleaned the Mono Museum Trail and volunteered at an elderly center.

Patrick Wilson, Principal of Minarets Charter High School signed up over 30 families to lease their own computers. The District will be re-cooping money for these computers.

Fred Faysal, Director of Maintenance, Operations and Transportation reported that they have been busy chasing leaks at school sites. The weather has been holding up the work on the girls' softball field. The solar is online at North Fork School and they are finishing up at Minarets.

9. **BOARD MEMBER SUGGESTIONS & COMMENTS**

Barbara Bigelow reminded the Board about the Board Workshop on February 7 at 3:00 pm.

Claudia Box will be attending the Madera County Board Workshop.

10. **ADVANCE PLANNING**

Board Meeting Dates:

February 7, 2017	3:00 pm	North Fork School (Board Workshop)
February 7, 2017	7:00 pm	North Fork School
March 14, 2017	7:00 pm	Minarets High School
April 4, 2017	7:00 pm	North Fork School
May 9, 2017	7:00 pm	Minarets High School
June 13, 2017	7:00 pm	North Fork School
July 11, 2017	7:00 pm	Minarets High School
August 8, 2017	7:00 pm	North Fork School
September 12, 2017	7:00 pm	Minarets High School
October 10, 2017	7:00 pm	North Fork School
November 14, 2017	7:00 pm	Minarets High School
December 12, 2017	6:30 pm	North Fork School (Organizational)
December 12, 2017	7:00 pm	North Fork School

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 Seth Waltner at 7:40 PM to move to Closed Session. Motion was seconded by Jessie Hutchens. Motion passed unanimously.

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

Noes: None

Abstentions: None

Absent: J. McDougald

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 48900 --et. Seq. Student Expulsion #15665

(Hearing will be conducted in Closed Session unless otherwise requested by parents/guardians)

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

A motion was made by Jessie Hutchens at 8:40 PM to reconvene to Open Session.

Motion was seconded by Seth Waltner. Motion passed unanimously.

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

Noes: None

Abstentions: None

Absent: J. McDougald

13. **RECONVENE TO OPEN SESSION AND REPORT OF CLOSED SESSION ACTION**
Board President, Barbara Bigelow reported out from Closed Session

A motion was made by Seth Waltner to expel student #15665 to community day school for the remainder of the 2016-2017 school year. The motion was seconded by Claudia Box. Motion passed unanimously.

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

Noes: None

Abstentions: None

Absent: J. McDougald

14. **ADJOURNMENT**

A motion was made by Seth Walter to adjourn the meeting at 8:45 PM. Motion was seconded by Jessie Hutchens. Motion passed unanimously.

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

Noes: None

Abstentions: None

Absent: McDougald

Respectfully submitted by Melanie Burton, Administrative Assistant



Seth Waltner, Clerk

2-7-17

Date