



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

Minutes Regular Meeting of the Board of Trustees

7:00 P.M.
Tuesday, July 19, 2016
Minarets High School, Room 303
45077 Road 200, O'Neals, CA 93645

1. CALL TO ORDER

Meeting called to order at 7:00 p.m. by Barbara Bigelow.

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

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

Others present: Darren Sylvia, Superintendent; Melanie Burton, Administrative Assistant; Patrick Jensen, Business Manager, Shin Green, Lana Jackson, Fred Faysal and Gayle Fain.

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 Jim McDougald to approve the agenda. Motion seconded by Claudia Box. Motion passed unanimously.

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

Noes: None

Absent: None

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

A. Informal Bidding Procedures Pursuant to the California Uniform Public Construction Cost Accounting Act (CUPCCAA) – Darren Sylvia

This will allow for informal bidding over the established \$15,000 limit. We will have a list of qualified vendors and contractors that will be on our priority list. Claudia Box asked, "At the \$87,500, do we have to come back to the Board for bid approval?" Darren Sylvia said all final contracts over the amount of \$15,000 will come back to the board for final approval.

B. California Disaster Assistance Act/Emergency Tree Removal – Fred Faysal & Patrick Jensen

We are moving forward with Vining Forest Products for tree removal. We are applying for a grant to offset the cost of removal. Tree removal will be complete prior to school starting on Aug 17th. Claudia Box asked, "When it says smaller trees does it mean oaks or just small trees?" It means the smaller trees that are dead.

- C. Fencing by Valley Fence Co. for JV Softball Facility at Minarets – Darren Sylvia
The installation of the fence will allow us meet the compliance for Title 9 equitable facilities. We did the informal process for bids for the fencing job. Valley Fence Co. had already installed other fencing on our athletic fields at Minarets, therefore, they fencing will match. Claudia Box asked if the fencing installation would be timed with the blasting? Darren said that the blasting has already been done. Decisions will need to be made on how to proceed with what material (grass or synthetic) will be used on the infield and outfield. Fred Faysal and his team will continue to work on the berm and retaining wall.

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.)

No visitors

6. CONSENT AGENDA

A motion was made by Jessie Hutchens to approve the consent agenda. Motion was seconded by Jim McDougald. Jessie Hutchens questioned a warrant on page 11 of Register #06/23/2016 of payment to Anne Katuin. Darren Sylvia stated that he had questioned that as well. She attended the Ag Conference as part of the Ag Team at Minarets to finish up her contractual year and with our students. Claudia Box asked a question on the personnel list regarding Kaitlin Herechski. Darren said that we hired her to work at Yosemite to work with one of our Special Needs Students. This will allow us to determine the needs of our employee versus the county determining the need. Claudia also asked about Michele Hutchens being reassigned to Spring Valley. Darren said that she will be working at Spring Valley in the Special Ed Department and supporting the District Human Resource Office as needed. Motion passed unanimously

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

Noes: None

Absent: None

- A. Consideration of Minutes:
1. June 14, 2016, Regular Meeting
- B. Consideration of Payroll:
1. June 30, 2016, Regular Payroll
2. July 7, 2016, Supplemental Payroll
- C. Consideration of Warrants:
1. Register #06/16/2016
2. Register #06/23/2016
- D. Consideration of Employment Staffing List:
1. Personnel #1

- E. Consideration and Acceptance of Drilling and Blasting Project from CWC at Minarets High School
- F. Consideration and Acceptance of Donation: Patrick Jensen, Business Manager
 - 1. \$900.00 Donation from Adult Mountain Soccer League

7. DISCUSSION AND ACTION ITEMS

- A. Consideration and Approval of Williams Quarterly Report for July
Motion made by Claudia Box. Motion seconded by Jessie Hutchens. Motion passed unanimously.
Ayes: B. Bigelow; C. Box; S. Waltner; J. McDougald; J. Hutchens
Noes: None
Absent: None
- B. Consideration and Approval of Resolution No. 1-2016/2017 In the Matter of The Education Protection Account (Proposition 30)
Motion made by Jessie Hutchens. Motion seconded by Seth Waltner.
Claudia Box asked, "What is Proposition 30?" Patrick Jensen said that it is a set of funds from the state. The amount varies from year to year, it is based on ADA. The resolution needs to be approved by the Board to approve what has been spent this year and what will be spent next year. We primarily use these funds for staffing. Motion passed unanimously.
Ayes: B. Bigelow; C. Box; S. Waltner; J. McDougald; J. Hutchens
Noes: None
Absent: None
- C. Consideration and Approval of Resolution No. 2-2016/2017 In the Matter of The Bond Issuance
Motion made by Jessie Hutchens. Motion seconded by Claudia Box. Motion passed.
Ayes: B. Bigelow; C. Box; J. McDougald; J. Hutchens
Noes: S. Waltner
Absent: None
- D. Consideration and Approval of Resolution No. 3-2016/2017 In the Matter of Adopting Informal Bidding Procedures Pursuant to the California Uniform Public Construction Cost Accounting Act (CUPCCAA)
Motion made by Jim McDougald. Motion seconded by Seth Waltner. Motion passed unanimously.
Ayes: B. Bigelow; C. Box; S. Waltner; J. McDougald; J. Hutchens
Noes: None
Absent: None
- E. Consideration and Approval of Contract with Paul Vining for Emergency Tree Removal
Motion made by Seth Waltner. Motion seconded by Jim McDougald. Claudia Box asked if there was a guarantee from the time he starts and when he finishes? Fred Faysal said that he will finish by the time school starts. Motion passed unanimously.
Ayes: B. Bigelow; C. Box; S. Waltner; J. McDougald; J. Hutchens
Noes: None
Absent: None

F. Consideration and Approval of Contract Services with Valley Fence Co. for installation of fencing for JV Softball facility at Minarets

Motion made by Jim McDougald. Motion seconded by Seth Waltner. Claudia Box asked who is responsible for moving the rock from the blasting? Fred Faysal said that he has already moved it. Motion passed unanimously.

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

Noes: None

Absent: None

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

Darren Sylvia reported that Gayle Fain and Gary Talley took a team of teachers with them to the Model Schools Training Conference in Florida. The Model Schools Program helps schools improve in English, Science and Math. Also, provides clarity on what we expect from our teachers and staff by laying out clear expectations for our students. There will be another group going to Model Schools Training next summer that is to be held in Tennessee.

The staff has been working hard all summer. The lighting improvement project has begun. They are changing out from fluorescent to LED at Spring Valley, Minarets High School, Mountain Oaks and the District Office. We are busy preparing for our staff in-service days on August 16th @ 8:30 am.

9. BOARD MEMBER SUGGESTIONS & COMMENTS

Seth Waltner: None

Jim McDougald: None

Claudia Box: Wanted an update on the DuCoff Estate. Darren Sylvia said that the estate has a new trustee and he has reached out to them to get a better understanding of the terms of the estate. Claudia also asked how the solar project was going? Darren Sylvia said that we are right on schedule. The plans have been approved and we should see activity at the sites in the next 30-60 days. We will need to bring in our own DSA inspector to help facilitate the installation.

Jessie Hutchens: None

Barbara Bigelow: Barbara received information for the Shell Beach Conference. She suggested that Mr. Sylvia and the Board attend again in April. Thought they gained useful information from when they attended the conference earlier this year. Barbara received a call from Donna Pride asking for the percentage of students that are from North Fork, Coarsegold and the Ranchos that attend Minarets High School/Minarets Charter. Barbara also announced that the Big Blue Barn Dinner is on August 6. Proceeds from the event benefit Minarets High School FFA and Spring Valley FFA.

10. ADVANCE PLANNING

August 9, 2016	7:00 p.m.	North Fork School
September 13, 2016	7:00 p.m.	Minarets High School
October 11, 2016	7:00 p.m.	North Fork School
November 8, 2016	7:00 p.m.	Minarets High School
December 13, 2016	6:30 p.m.	North Fork School (Organizational Meeting)
December 13, 2016	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.*)

Motion made by Jim McDougald to go to closed session at 7:30 p.m. Motion seconded by Seth Waltner. Motion passed unanimously.

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

Noes: 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

Motion made by Jessie Hutchens at 7:55 p.m. to move from Closed Session to Open Session. Motion seconded by Seth Waltner. Motion passed unanimously.

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

Noes: None

Absent: None

- 13. RECONVENE TO OPEN SESSION AND REPORT OF CLOSED SESSION ACTION**
Barbara Bigelow reported out from closed session.

Claudia Box made a motion to accept Patrick Jensen's resignation with the stipulation that he will stay through the audit. Motion seconded by Jessie Hutchens. Motion passed unanimously.

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

Noes: None

Absent: None

A Special Board Meeting will be on July 19, 2016 to discuss recommendations for replacement of Business Manager.

- 14. ADJOURNMENT**


Motion made by Seth Waltner to adjourn the meeting at 7:58 p.m. Motion seconded by Jim McDougald. Motion passed unanimously.

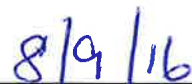
Ayes: B. Bigelow; C. Box; S. Waltner; J. McDougald; J. Hutchens

Noes: None

Absent: None

Respectfully submitted by Melanie Burton, Administrative Assistant.


Seth Waltner, Clerk


Date