



Regular Meeting of the Board of Trustees Minutes

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

7:00 P.M.

Tuesday, March 14, 2017

Minarets High School, Media Lounge
45077 Road 200, O'Neals, CA 93645 and
Fairfield Inn & Suites, 10745 Gold Center Dr.
Rancho Cordova

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. Jim McDougald via teleconference.

Others Present: Darren Sylvia, Superintendent; Melanie Burton, Administrative Assistant; Joannie Lumbr, Business Manager; Patrick Wilson, Lana Jackson, Jessica Fairbanks, Gary Talley, Daniel Ching and Fred Faysal.

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 deletion of item 7D. Motion was seconded by Seth Waltner. Motion passed unanimously.

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

Noes: None

Abstentions: None

Absent: None

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

1. Showcase of Schools, Minarets Charter High School – Patrick Wilson, Principal Senior, Tatiana Freeland presented her Senior Legacy Experience (SLE). One of the criteria for the SLE is that it has to benefit the community. Tatiana was able to put on a prom for students with disabilities for high school and college students. She was able to raise over \$14,000. Tatiana's public speaking skills have greatly improved since she took on this project. She has given many interviews to various radio and news organizations. Other experiences that Tatiana has gained are marketing, fundraising, and organizational skills. This has been a life changing event for her. Barbara Bigelow asked her what she plans to do after graduation. Tatiana said she is planning on going to school for special education.

2. District Wide Intervention Program Report – Principals

North Fork School has developed a Learning Center to work with any At-risk students. The students assigned are making great strides. Elizabeth Whitcomb is overseeing the

program. Minarets High/Minarets Charter has both academic and attendance interventions. Students who are required to have intervention are required to meet with the counselor and assigned to an intervention teacher for English or Math. Attendance intervention is being done through their Monday Night class. Students that need to make up attendance stay from 3-6pm to earn back instructional time. Minarets reviews grades every 5 weeks to determine which students qualifying for intervention. Mountain Oaks High School is working on a math pull out program to help increase student performance. Chawanakee Academy test scores in reading are improving and on track with the support being provided. Spring Valley School is focusing on English intervention. They are running it with their Special Education Program for 3rd -8th grade students. Students are qualified for intervention using iready (diagnostic assessment tool) test scores or teacher recommendations. The purpose for intervention is to close the achievement gap for all students. Iready provides teachers the tools to see where students have gaps in their learning.

3. Live Oak Monitoring Report – Darren Sylvia, Fred Faysal

Live Oak is the consulting group for Minarets Property's ecological review. We will need to replant 93 trees. We are working with the Ag classes to get these planted. The five year cycle will be starting again on the Elderberry bushes that died off. Fred Faysal is working on the fencing to make sure cattle don't get in and destroy them. We are looking into putting in a walking bridge. The Army Core of Engineers will come out to assess where the culvert can be put in. In addition, it must be ADA compliant. We are looking at putting in an arch bridge. Fred is working on grazing lease to make sure the lease is following our rental guidelines. Darren Sylvia would like to set up a conservatory endowment fund for future mitigations for improvements as part of our original EIR. A suggestion was to look into the Cattlemen's Association for help. On page 10 of the report the wrong year was listed, it should say 2016 not 2017.

4. Quarterly Report of Investments for January 17, 2017 – Joannie Lumbrá, Business Manager. We request Board approval for the Quarterly Report of Investments for Madera county.

5. Second Interim Report for 2016/2017 – Joannie Lumbrá, Business Manager
Joannie Lumbrá reported that with our multi-year projections we are looking at a healthy ending fund balance in the coming years. Revenues are staying flat but expenditures are increasing this year due to Minarets Power outages, Spring Valley septic issues and loss of ADA from these events. We currently have \$600,000 in our reserve which exceeds the required 4%. Our STRS/PERS contributions will greatly impact the budget in coming years as the district will be responsible for the additional increase set by state mandates.

6. Audit Findings for 2015-2016 School Year – Joannie Lumbrá, Business Manager
Joannie Lumbrá reported that we only had one audit finding. It was with the SARC Fit Report. The findings have been corrected. We need to certify that the findings have been corrected. We request Board approval and adoption.

7. Stadium, Civil Engineer, Alan Mok – Darren Sylvia, Superintendent
Darren Sylvia reported that Alan Mok would survey and design a mock drawing/rendering of the field with curbing. Funds will come out of the developer fees and mitigation dollars. Phase 1 will be a field and track with no lights. The field will be real grass with irrigation. Our water well has the capacity for this vegetation. Phase 2 would be a seating, concession stand, and bathroom. Phase 3 would add lighting and additional seating. This will show the community that we are on moving forward to finishing the Minarets Campus

facilities. Seth Waltner asked if Alan Mok was going to do the plans. Darren said "Yes", Alan will provide a mock-up of the plans. He will address all issues of the build, do all the paperwork and compliance pieces with DSA. Seth also asked if we are anticipating any ADA issues. Darren said, "No", we are ADA compliant from the parking lot to the field.

8. Spurr/Infrastructure Network Contract – Darren Sylvia, Superintendent
Information only: We are trying to maximize E-Rate funds using Tier 1 and Tier 2 dollars. We would like to upgrade our infrastructure, bringing everything up to code. It will roughly cost \$495,000 which \$150,000 would be paid for with E-Rate funds. We would need to finance \$300,000-\$350,000. We could do this through CISCO at 0% for five years. This would allow us to improve our wireless access. We would like to budget \$5,000 a month to be able to build in a budget plan for later technology issues and needs.

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 at this time.

6. CONSENT AGENDA

A motion was made by Seth Waltner to approve the Consent Agenda. Motion was seconded by Jessie Hutchens. Claudia Box wanted to know that the Revocable Trust was and what the Sierra Ambulance scholarship was for. Daniel Ching answered that the Trust is for the art class and the scholarship is for Scholarship Night for seniors. Jessie Hutchens wanted to know what Bogies Pump is. Fred Faysal said that is a vendor that was used for the sewer pumps.

Motion passed unanimously.

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

Noes: None

Abstentions: None

A. Consideration of Minutes:

1. February 7, 2017, Special Meeting
2. February 7, 2017, Regular Meeting

B. Consideration of Payroll:

1. February 6, 2017, Supplemental Payroll
2. February 28, 2017, Regular Payroll

C. Consideration of Warrants:

1. Register #01/30/2017
2. Register #02/08/2017
3. Register #02/21/2017
4. Register #03/01/2017

D. Consideration of Employment Staffing List:

1. Personnel #9-2016/2017

E. Consideration and Acceptance of Donation: Jessica Fairbanks, Spring Valley

1. \$600 – Children's Educational Foundation for Pentathlon

- F. Consideration and Acceptance of Donations: Gayle Fain, North Fork
 - 1. \$2,260 – Bass Lake Home Rental for 8th Grade
 - 2. \$1,000 – Children’s Educational Foundation for Performing Arts
 - 3. \$ 250 – Coarsegold Conservation District for School Garden
- G. Consideration and Acceptance of Overnight Field Trip: Daniel Ching, Minarets
 - 1. Washington DC
- H. Consideration and Acceptance of Donations: Daniel Ching, Minarets
 - 1. \$1000 – Sierra Ambulance for Scholarship
 - 2. \$ 500 – Farid Assemi Revocable Trust for Art
 - 3. \$5000 – Spring Valley Ag Boosters for FFA
 - 4. \$1000 – Rio Mesa Holdings LLC for Blood Drive
 - 5. \$ 649 – Chowchilla Western Stampede for Ag Mechanic Equipment
 - 6. \$ 500 – Rio Mesa Holdings LLC for Washington DC Trip

7. DISCUSSION AND ACTION ITEMS

- A. **Consideration and Approval of Resolution No. 19-2016/2017 In the Matter of a Meeting Absence by a Member of the Board of Trustees for a Reason of Hardship**
A motion was made by Claudia Box to accept Resolution No. 19-2016/207. Motion was seconded by Seth Waltner. Motion passed unanimously.
Ayes: B. Bigelow; C. Box; S. Waltner; J. Hutchens
Noes: None
Abstentions: J. McDougald
Absent: None
- B. **Consideration and Approval of Audit Findings for the 2015-2016 School Year**
A motion was made by Seth Waltner to accept the Audit Findings. Motion was seconded by Claudia Box. Motion passed unanimously.
Ayes: B. Bigelow; C. Box; S. Waltner; J. Hutchens; J. McDougald
Noes: None
Abstentions: None
Absent: None
- C. **Consideration and Approval of Stadium Civil Engineering Contract**
Motion made by Seth Waltner to approve the Stadium Civil Engineering Contract. Motion was seconded by Jessie Hutchens. Motion passed unanimously.
Ayes: B. Bigelow; C. Box; S. Waltner; J. Hutchens; J. McDougald
Noes: None
Abstentions: None
Absent: None
- ~~D. Consideration and Approval of Spurr/Infrastructure Contract~~
- E. **Consideration and Approval of Resolution No. 23-2016/2017 In the Matter of the Reduction of Discontinuance of Particular Kinds of Services (Certificated Layoffs)**
Motion made by Jessie Hutchens to approve Resolution No. 23-2016/2017. Motion was seconded by Claudia Box. Motion passed unanimously.
Ayes: B. Bigelow; C. Box; S. Waltner; J. Hutchens; J. McDougald
Noes: None
Abstentions: None
Absent: None

F. Consideration and Approval of Resolution No. 24-2016/2017 In the Matter of Reduction of Classified School Services for the 2017-2018 School Year

A motion was made by Seth Waltner to approve Resolution No. 24-2016/2017. Motion was seconded by Claudia Box. Motion passed unanimously.

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

Noes: None

Abstentions: None

Absent: None

G. Consideration and Approval of New Courses of Study for Minarets

1. AP Art
2. Power Mechanics
3. Ag Welding & Metal Fabrication ROP
4. AP European History
5. IT Computer Programming/Game Design
6. IT Hardware/Software
7. Financial Literacy
8. Ceramics 1
9. World Civilization 2
10. ASB Leadership
11. Concert Band
12. OW Principles of Business and Finance

A motion was made by Seth Waltner to approve New Courses of Study for Minarets. Motion was seconded by Jessie Hutchens. A question was asked as to who is going to be teaching these classes. Darren Sylvia said these were classes already here that did not have all the paperwork turned in. We need all this for our WASC accrediting. We have now created a curriculum council for new courses of study for the district. Jessie Hutchens asked if there was any new ROP money. Darren Sylvia said there is none at this time. There might be some CTE money out there. Motion passed unanimously.

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

Noes: None

Abstentions: None

Absent: None

H. Consideration and Approval of District Superintendent Contract, July 1 2018 through June 30, 2021

A motion was made by Claudia Box to approve the Superintendents contract through June 30, 2021. Motion was seconded by Seth Waltner. Motion passed unanimously.

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

Noes: None

Abstentions: None

Absent: None

- 8. INFORMATION AND REPORTS** - Superintendent's Report – Mr. Sylvia/Principals
Superintendent Darren Sylvia reported that Ashley Bourdon, Special Education Teacher at Spring Valley, has been nominated by the District for Carolyn Dobb's Special Education Teacher of the Year Award.

9. BOARD MEMBER SUGGESTIONS & COMMENTS

Barbara Bigelow had a grandmother at North Fork ask if Town Hall was going to be connected to the Solar Panels that are at North Fork School. Mr. Sylvia said that right now no, but we will ask to see if it can be done.

10. ADVANCE PLANNING

April 04, 2017*	7:00 p.m.	North Fork School
May 09, 2017	7:00 p.m.	Minarets High School (Media Lounge)
June 13, 2017	7:00 p.m.	North Fork School
July 11, 2017	7:00 p.m.	Minarets High School (Media Lounge)
August 08, 2017	7:00 p.m.	North Fork School
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)

***Meeting was moved to an earlier date Due to scheduling conflict with holidays.**

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 made by Seth Waltner at 8:59 p.m. to move to closed session. Motion was seconded by Claudia Box. Motion passed unanimously.

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

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.*)

- A. Government Code Section 54957 --Public Employee: Personnel/Staffing/Discipline/Dismissal/Release
- B. Conference with Labor Negotiator, Superintendent, Darren Sylvia, CTA unit
- C. Government Code Section 54956.9 --Pending Litigation

A motion was made by Jessie Hutchens at 9:38 p.m. to reconvene to Open Session. Motion was seconded by Seth Waltner. Motion passed unanimously.

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

Noes: None

Abstentions: None

Absent: None

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

Barbara reported out from Closed Session:

Resolution No. 22-2016/2017 In the Matter of the Decision Not to Reelect Probationary Certificated Employee

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

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

Noes: None

Abstentions: None

Absent: None

Resolution No. 21-2016/2017 In the Matter of the Decision to Notify Certificated Administrative Employee of Possible Release and Reassignment.

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

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

Noes: None

Abstentions: None

Absent: None

A motion was made by Jim McDougald for authorization to give Darren Sylvia, Superintendent a 2% increase in salary from date new contract was approved and an additional 2% in 2017-2018 school year. Motion was seconded by Claudia Box. Motion passed unanimously.

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

Noes: None

Abstentions: None

Absent: None

14. ADJOURNMENT

A motion was made by Claudia Box at 9:42 p.m. to adjourn meeting. Motion was seconded by Jessie Hutchens. Motion passed unanimously.

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

Noes: None


Abstentions: None

Absent: None

Respectfully submitted by Melanie Burton, Administrative Assistant.



Seth Waltner, Clerk



Date