



Regular Meeting of the Board of Trustees Minutes

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

7:00 P.M.
Tuesday, September 12, 2017
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, President; Claudia Box, Vice-President; Seth Waltner, clerk; Jim McDougald and Jessie Hutchens, members.

Others present: Darren Sylvia, Superintendent; Melanie Burton, Administrative Assistant; Joannie Lumbra, Business Manager; Elizabeth Whitcomb, Gayle Fain, Jessica Fairbanks, Kelli Bryant, Lana Jackson, Todd Sheller, Jared Pierce, Fred Faysal 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 Jim McDougald to adopt the agenda with the additions of Item H (Resolution No. 4) to Section 4 and item F (overnight field trip) to Consent Agenda. The motion was seconded by Seth Waltner. The 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. Public Hearing on 2017/2018 Sufficiency of Instructional Materials – Darren Sylvia, Superintendent

The Public Hearing was opened at 7:02 PM by Board President, Barbara Bigelow.

Mr. Darren Sylvia submitted that all materials for the District are in place and ordered. The District was given permission by the state to copy materials until state adopted materials arrive. There were no public comments or concerns at this time.

Board President, Barbara Bigelow closed the Public Hearing at 7:05PM.

B. Budget Update Report– Joannie Lumbra, Business Manager

General Fund:

- \$100K in Revenue and Expenses were due to the power outage repairs
- We expect to see fluctuations in Federal Revenue
 - Title I projected to decrease
 - EPA decrease
 - Title VI to increase slightly

- There were multi-year grants which we are required to expend but will not pay out again
- COP charge back to Charters will be posted in December with the audit (roughly \$300K alleviation of General Fund expenditures)

Charter Fund: (Things to take into consideration with funds)

- Building/Moving Projects
- Starting up costs of resource centers for growing Chawanakee Academy Charter Schools

C. 2016/2017 Unaudited Actuals Report – Joannie Lumbrá, Business Manager

- General Fund for 2016-2017 was NOT a deficit spending year, the General Fund ended with a balance of \$1,547,355 of which \$307,433 is Restricted. This strong Ending Fund Balance enables the District to have a healthy Reserve for Economic Uncertainties of \$600,000 and Facilities (Safety/Facilities/Equipment).
- Charter Funds for 2016-2017 ended the school year with a balance of \$763,669, up from last year's ending balance of \$165,440. The rate of growth in relation to the prior year can be attributed to an increase of ADA in 2015-2016 and Chawanakee Academy Charter School being on-line and fully funded for an entire year.

D. Declaration of Need (DON) for Fully Qualified Educators – Darren Sylvia, Superintendent

Mr. Sylvia reported that the District currently has 6 teachers under the internship program.

E. Grounds Replacement Equipment Report – Darren Sylvia, Superintendent

Darren Sylvia presented the current status of the grounds equipment for the District. The current mowers have over 14,000 hours on them. Parts and service cost are over \$400/month. One mower has to be run backwards in order to mow the lawn. The current mowers we have cannot cut the grass for the baseball, softball and stadium fields properly. Down time on the mowers are impacting how fields are getting taken care of.

Benefits to leasing mowers:

- We will have an increase of square footage of lawn to be mowed with the addition of the stadium
- Decrease in down time with new mowers
- Decrease in mow time
- Can buy parts through the dealer
- Has only 12 moving parts / reel type mowers

Claudia Box asked if the trailer we currently have has the capacity to haul new mowers. Fred Faysal said yes they should.

F. California Teaching Fellows Foundation Agreement Communication – Darren Sylvia, Superintendent

Darren Sylvia presented that we have a new partnership with California Teaching Fellow Foundation to run an after school program at Spring Valley. Teaching Fellows will organize and supervise the program. There is a fee for service and there is no limit on hours student has to attend. Jessica Fairbanks' team will facilitate snacks and materials for program. Barbara Bigelow asked who keeps track of the hours a student participates in the program? The office staff and Teaching Fellows keep track of student participation. The program will be reviewed at the end of the year to see if it is cost effective.

G. English Language Adoption (ELA) Pilot Adoption Report – Darren Sylvia, Jessica Fairbanks

Jessica Fairbanks gave an update on English Language adoption.

Recommendation for TK-6th grade would be to adopt the National Geographic curriculum.

- Aligned to State Standards
- Lessons and readers have embedded Science and Social Science content
- Variety of engaging informational and literary texts
- Leveled Readers
- Digital content can be customized to meet classroom needs
- Range of assessments
- Technology enhanced lessons

Claudia Box wanted to know what leveled readers meant. Jessica Fairbanks said that it is the grade level the student is reading at and leveled within their grade.

Recommendation for 7th-12 grade would be to adopt the Houghton Mifflin Harcourt curriculum.

- Aligned to State Standards
- Easy-to-use lesson planning that is online and can be customized
- Online component-Lessons can be pushed out and submitted digitally
- Robust Embedded Assessments
- Writing and Close Reading Workshops

Claudia Box wanted to know what Robust Assessment meant. Jessica Fairbanks stated that the program offers different ways for students to answer questions.

The new ELA materials are meant guide and support our staff.

H. 2016/2017 Facilities Financing Master Plan Communication – Darren Sylvia, Superintendent

Based on the Facilities Financing Plan over the next ten years and beyond, the District is facing the prospect of unprecedented growth that will trigger the need for additional student housing. To accommodate the newly generated students, the following Ten-year Facility Plan is presented:

- A new K-8 School with a capacity of 612 to be available in 2018-19
- A new K-8 School with a capacity of 600 to be available in 2022-23
- A 9-12 Classroom addition with a capacity of 600 at Minarets High School in 2023-24
- A new 9-12 school with a capacity of 1,200 to be available in 2024-25

Financing Plan:

- The estimated cost of the District's Ten-Year (2017-2027) Growth Facility Plan is \$150,239,176
- The current sources of funds for the District's facility needs are anticipated to be
 - (1) Developer Mitigation Fees
 - (2) Developer Fees
 - (3) Mello-Roos Taxes
 - (4) possibly the State School Facility Program
- **With** the availability of State funds, the District can fund an estimated \$139.6M in necessary project costs, which leaves a shortfall of only \$10.6M
- **Without** State funds, the District can fund an estimated \$85.5M in project costs, which would leave a shortfall of \$64.7M

- I. Tesoro Viejo – General Construction Condition Agreement Amendment – Darren Sylvia
Darren Sylvia reported that back in December 2016 we agreed to a Lease/Lease Back. This amendment provides a Bonding requirement to assure Tesoro Viejo has the funding to build and pay the construction of Hillside Elementary School. The bond is the last step to meet the requirements of OPSC for matching funds. In addition, the amendment provides assurances that the school district will not be responsible to use general fund dollars to finish the school if Tesoro Viejo is unable to.

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

6. CONSENT AGENDA

A motion was made by Jim McDougald to adopt the Consent Agenda. The motion was seconded by Jessie Hutchens. 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. August 8, 2017, Regular Meeting

B. Consideration of Payroll:

1. August 14, 2017, Supplemental Payroll
2. August 31, 2017, Regular Payroll
3. September 6, 2017, Supplemental Payroll

C. Consideration of Warrants:

1. Register #08/02/2017
2. Register #08/09/2017
3. Register #08/22/2017
4. Register #08/30/2017

D. Consideration of Employment Staffing List:

1. Personnel #2-2017/2018

E. Consideration and Acceptance of Overnight Field Trips: Jessica Fairbanks, Principal Spring Valley

1. Catalina: April 4-6, 2018 – 7th & 8th Grades
2. Calvin Crest: April 3-6, 2018 – 6th Grade

F. Consideration And Acceptance of Overnight Field Trip: Gayle Fain, Principal North Fork School

1. Mono Lake: October 4-6, 2018 – 7th Grade

7. DISCUSSION AND ACTION ITEMS

A. Consideration and Approval of Resolution No. 2-2017/2018 In the Matter of Sufficiency of Instructional Materials for the 2017/2018 School Year.

A motion was made by Seth Waltner to approve. The motion was seconded by Jim McDougald. The 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 2016/2017 Unaudited Actuals and Budget Revisions 2017/2018 for CUSD.

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

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

Noes: None

Abstentions: None

Absent: None

C. Consideration and Approval for 2017/2018 Declaration of Need (DON) for Fully Qualified Educators

A motion was made by Seth Waltner to approve. The motion was seconded by Claudia Box. The 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 Purchase/Lease of Grounds Replacement Equipment

A motion was made by Jessie Hutchens to approve. The motion was seconded by Claudia Box. Claudia Box wanted to know where the funds are coming from.

Darren Sylvia stated that the funds will be split between the Charter funds and the General Fund. Another question asked was can restricted funds be used. Darren didn't think so. Seth Waltner asked if this would fall under deferred maintenance.

Darren said they would have to look into that. Discussion ensued between Lease vs. Buy. The 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 California Teaching Fellows Foundation Agreement

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

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

Noes: None

Abstentions: None

Absent: None

F. Consideration and Approval of Tesoro Viejo General Construction Condition Agreement Amendment

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

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

Noes: None

Abstentions: None

Absent: None

G. Consideration and Approval of Resolution No. 3-2017/2018 Adoption of GANN Limit

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

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

Noes: None

Abstentions: None

Absent: None

H. Consideration and Approval of Resolution No. 4-2017/2018 School District of Choice for 2017-2018

A motion was made by Jessie Hutchens to approve resolution. 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

8. INFORMATION AND REPORTS - Superintendent's Report – Mr. Sylvia/Principals
Darren Sylvia reported:

- Stadium facility-grass has been planted, DG should be coming in next
- Our enrollment is currently at 1093, we are pushing the Charter enrollment
- Jared Pierce is getting ready to work with Tesoro Viejo on a PR piece for the new school

Claudia Box asked if Chawanakee Academy has been moved. Darren Sylvia said we are working on it and have been waiting for DSA inspections. Chawanakee Adult School is using the old District Office.

9. BOARD MEMBER SUGGESTIONS & COMMENTS

Barbara Bigelow reported that she attended the Madera County School Board Meeting. The topic was suicide awareness and prevention. Lots of valuable information was presented.

Seth Waltner reported that the My-Tri was cancelled this year due to the fires.

10. ADVANCE PLANNING

Board Meeting Dates:

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 Jim McDougald at 9:20 PM to move to Closed Session. The motion was seconded by Seth Waltner. The 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 Negotiation, NV5

A motion was made by Jim McDougald to adjourn from Closed Session to Open Session at 9:57 PM. The motion was seconded by Seth Waltner. The 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

There was no reportable action from Closed Session.

14. ADJOURNMENT

A motion was made by Jessie Hutchens to adjourn the meeting at 10:00 PM. The motion was seconded by Claudia Box. 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



Date