

**KINGSBURG ELEMENTARY CHARTER SCHOOL DISTRICT
GOVERNING BOARD MEETING**

November 16, 2020

**Kingsburg Elementary Professional Development Building
1310 Stroud Avenue
Kingsburg, California 93631**

4:00 p.m.

MINUTES

PUBLIC SESSION AND PUBLIC COMMENT ON AGENDIZED AND NON-AGENDIZED ITEMS

1. Call to Order and Roll Call
Board President, Connie Lunde, called the meeting to order at 4:00 p.m.

Board Members Present:

Connie Lunde, President
Shane Murray, Clerk
Brad Bergstrom, Member
Karyll Smith Quinn, Member
Frank Yanes, Member

District Office Administrators Present:

Wesley Sever, Ed.D., Superintendent
Melanie Sembritzki, Assistant Superintendent
Bobby Rodriguez, Chief Business Official
Carol Bray, Director, Human Resources

2. Pledge of Allegiance
3. Moment of Contemplative Silence
4. Approval of Agenda

Moved: Mr. Yanes; Seconded: Mr. Bergstrom, to approve the November 16, 2020, Board agenda with the following addenda:

- Addendum to Public Session
 - ✓ New Agenda Item 11.: Consider Approval of Independent Contractor Agreement with Katie Williamson
 - ✓ New Agenda Item 15.: Consider Approval of Contract with American Fidelity Administrative Services for ACA Reporting
- Addendum to Closed Session
 - ✓ New Agenda Item 21.2.9.: Consider Approval of Request to Hire: Sarai Mendoza, Paraprofessional- Categorical, Reagan Elementary

Approved: Mr. Bergstrom – Yes; Mrs. Lunde – Yes; Mr. Murray – Yes; Mrs. Smith Quinn – Yes;
Mr. Yanes – Yes

Motion Carried: 5-0

DISCUSSION

5. Superintendent's Report

5.1. Communications/Recognitions

- 5.1.1. Congratulations again to our 2020 Employees of the Year- Shawn Marshall, Chad Bennett, Sheri Baker (retired). The awards ceremony will be aired Sunday, November 22 at 6 pm, on ABC 30.
- 5.1.2. The Foundation at FCOE has awarded Mr. Garrett Smothers, a teacher at Rafer Johnson Jr. High, a \$1,000 Innovation Grant to purchase recording equipment, microphones, and other needed items for student broadcasting. Congratulations, Mr. Smothers!
- 5.1.3. Our bus riders have dropped significantly compared to last year. Typically, 60-70% of students ride the bus. Currently, 64 Students ride the bus in the AM, 161 students mid-day, and 143 in the PM. Mr. Rodriguez is working with Southwest to determine if we will add in a few of the stops that were discontinued.
- 5.1.4. In the past, when we had a foggy day, school would be delayed until 9:45 am. With our current situation, we are worried about instructional minutes and how many foggy days we may have. This year we will be canceling the buses in the morning, and students and staff are expected to arrive when it is safe. School will still begin on time. We will monitor these new procedures and make changes as necessary.
- 5.1.5. The Kingsburg Elementary Christmas Luncheon will look a little different this year. Even though we can't get together, we would still like to celebrate the season by offering our staff and retirees lunch on December 17. Individual lunches will be packaged and delivered to each school site. Staff and retirees may RSVP on the emailed Google Form link or send their order to Sarah Ballard at the District Office. Thank you to Food Services for making this possible.
- 5.1.6. We currently have 19% of students distance learning. A parent survey will go out to distance learning parents to ask if they would like to continue distance learning or move to in-person instruction. Principals will balance classes as we receive this information back and move forward into January.
- 5.1.7. Fresno County recently moved into the Purple Tier for COVID-19. KECSD has a waiver in place for TK-6 and will remain open. Rafer began in-person instruction when Fresno County reached the Red Tier, and therefore will remain open. Other schools in Fresno County that have not opened will now need to wait until Fresno County is in the Red Tier for 14 days before they will be able to open.
- 5.1.8. Dr. Sever handed out a draft of the Proposed 2021 Board Meeting Dates. The draft will be approved at the December Board meeting

6. Assistant Superintendent's Report

- 6.1. In August, our leadership team and teachers chose to delay the benchmark testing at the beginning of the year. Now that we are back in person, we are doing more assessments.
- 6.2. We have continued to do the AR program during COVID. STAR Reading was the consistent test we have for most grade levels. Ms. Sembritzki showed the bar graph for the STAR reading percentile rank for August 2019, March, and August 2020, showing the "COVID Slide" in most grade levels and the learning loss students experienced. She discussed what they would do moving forward. Teachers will start with what they know, grade-level content, and fill in gaps from there.
- 6.3. Ms. Sembritzki thanked the Board for approving the classroom libraries. By allowing us to get those libraries, it brings equity to the classroom. We know the more students read, the better readers they will become.

7. Chief Business Official's Report

7.1. Projects Update

- 7.1.1. Lincoln School will have tree trimming and removal work done soon. There are a few old trees that present a hazard that will be removed. New trees have already been planted to replace them.
 - 7.1.2. Quotes have been requested for steel fencing around the AC units at the Washington Preschool.
 - 7.1.3. Power Design will begin installing new TVs at Rafer Johnson Jr. High during the Thanksgiving holiday and will complete the installs during the Christmas holiday.
 - 7.1.4. A new door has been installed at Central Valley Home School. We are waiting on quotes for some of the other doors to be replaced.
 - 7.2. Mr. Rodriguez is in the middle of the First Interim Report, and it has been a great experience so far. The Interim will be up for approval at the December Board meeting.
 - 7.3. The Corona Virus Relief Fund report is due this week, and the goal is to be at \$0 with all relief funds spent by the December deadline.
 - 7.4. In the November election, Prop 15 did not pass. With the new administration, Biden has promised to put more money into schools, so we will wait to see what happens in January.
 - 7.5. The MOT Department will have their annual employee appreciation event on November 25 at Rafer Johnson Jr. High. They are hoping for good weather for an outside cornhole tournament, and Mr. Danny McIntyre will be cooking and putting together individual sandwiches for the employees.
 - 7.6. Dr. Sever and Mr. Rodriguez will be attending the Governor's Budget Workshop via Zoom on January 15.
8. Board Member Reports
- 8.1. Nothing to report.

ACTION

9. Consent Agenda
- 9.1. Consider Approval of Minutes – October 12, 2020 Board Meeting
 - 9.2. Consider Approval of Cash Balances
 - 9.3. Consider Approval of Budget Report
 - 9.4. Consider Approval of Accounts Payable Report
 - 9.5. Consider Approval of Request to Surplus Equipment
 - 9.6. Consider Approval of Authorized Signature Permit
 - 9.7. Consider Approval of Authorization to Pickup Accounts Payable
 - 9.8. Consider Approval of Mailing Permit
 - 9.9. Consider Approval of Agreement Between Fresno Pacific University and Kingsburg Elementary Charter School District for the Training and Employment of District Interns

Items 9.1. – 9.9.:

Moved: Mr. Murray; Seconded: Mr. Yanes

Approved: Mr. Bergstrom – Yes; Mrs. Lunde – Yes; Mr. Murray – Yes; Mrs. Smith Quinn – Yes;
Mr. Yanes – Yes

Motion Carried: 5-0

BUSINESS SERVICES

10. Consider Approval of Revised Internal Purchasing Policy

Moved: Mrs. Smith Quinn; Seconded: Mr. Brad Bergstrom

Approved: Mr. Bergstrom – Yes; Mrs. Lunde – Yes; Mr. Murray – Yes; Mrs. Smith Quinn – Yes;

Mr. Yanes – Yes
Motion Carried: 5-0

11. Consider Approval of Independent Contractor Agreement with Katie Williamson

Moved: Mr. Yanes; Seconded: Mrs. Smith Quinn

Approved: Mr. Bergstrom – Yes; Mrs. Lunde – Yes; Mr. Murray – Yes; Mrs. Smith Quinn – Yes;
Mr. Yanes – Yes
Motion Carried: 5-0

HUMAN RESOURCES

12. Consider Approval of Revised 2020-2021 Classified Hourly Rates

Moved: Mr. Yanes; Seconded: Mr. Murray

Approved: Mr. Bergstrom – Yes; Mrs. Lunde – Yes; Mr. Murray – Yes; Mrs. Smith Quinn – Yes;
Mr. Yanes – Yes
Motion Carried: 5-0

13. Consider Approval of Revised Job Description

13.1. Revised: MOT Director

Moved: Mr. Bergstrom; Seconded: Mrs. Smith Quinn

Approved: Mr. Bergstrom – Yes; Mrs. Lunde – Yes; Mr. Murray – Yes; Mrs. Smith Quinn – Yes;
Mr. Yanes – Yes
Motion Carried: 5-0

14. Consider Approval of Short Term Classified Assignment: Preschool Teacher, State Preschool

Moved: Mr. Yanes; Seconded: Mrs. Smith Quinn

Approved: Mr. Bergstrom – Yes; Mrs. Lunde – Yes; Mr. Murray – Yes; Mrs. Smith Quinn – Yes;
Mr. Yanes – Yes
Motion Carried: 5-0

15. Consider Approval of Contract with American Fidelity Administrative Services for ACA Reporting

Moved: Mr. Bergstrom; Seconded: Mrs. Smith Quinn

Approved: Mr. Bergstrom – Yes; Mrs. Lunde – Yes; Mr. Murray – Yes; Mrs. Smith Quinn – Yes;
Mr. Yanes – Yes
Motion Carried: 5-0

ADMINISTRATIVE SERVICES

16. Consider Adoption of Resolution No. 21-06: In the Matter of Setting the Day and Time of the Annual Organizational Meeting of the Board

Moved: Mr. Yanes; Seconded: Mrs. Smith Quinn

Approved: Mr. Bergstrom – Yes; Mrs. Lunde – Yes; Mr. Murray – Yes; Mrs. Smith Quinn – Yes;
Mr. Yanes – Yes
Motion Carried: 5-0

17. Consider Approval of Board Policies/Administrative Regulations/Exhibits
 - 17.1. AR 4119.12, 4219.12, 4319.12: Title IX Sexual Harassment Complaint Procedures
 - 17.2. BP/AR 5141.22: Infectious Diseases
 - 17.3. AR 5145.3: Nondiscrimination/Harassment
 - 17.4. BP 5145.6: Parental Notifications
 - 17.5. BP/AR 5145.7: Sexual Harassment
 - 17.6. AR 5145.71: Title IX Sexual Harassment Complaint Procedures
 - 17.7. BP/AR 6159: Individualized Education Program
 - 17.8. BP/AR 6159.1: Procedural Safeguards and Complaints for Special Education
 - 17.9. BP/AR 6159.2: Nonpublic, Nonsectarian School and Agency Services for Special Education

Moved: Mr. Yanes; Seconded: Mr. Murray

Approved: Mr. Bergstrom – Yes; Mrs. Lunde – Yes; Mr. Murray – Yes; Mrs. Smith Quinn – Yes;
Mr. Yanes – Yes
Motion Carried: 5-0

PUBLIC COMMENT

18. Public Comment on Agendized and Non-Agendized Items
No comments were received from the public.

19. Set Date, Time, and Location of Next Regularly Scheduled Board Meeting and Organizational Meeting: Monday, December 14, 2020, 4:00 p.m., Professional Development Building

CLOSED SESSION

20. Public Employee Discipline/Dismissal/Release/Complaint (Government Code Section 54957)
21. Public Employee Employment
 - 21.1. Certificated Personnel
 - 21.1.1. Consider Approval of Practicum Students for the 2020-21 Fall Semester
 - 21.2. Classified Personnel
 - 21.2.1. Consider Acceptance of Resignation: Paraprofessional- RSP, Rafer Johnson Jr. High
 - 21.2.2. Consider Acceptance of Resignation: Cafeteria Helper, Roosevelt School
 - 21.2.3. Consider Acceptance of Resignation: Paraprofessional- Categorical, Reagan Elementary
 - 21.2.4. Consider Approval of Request to Hire: Paraprofessional- EL, Reagan Elementary
 - 21.2.5. Consider Approval of Request to Hire: Paraprofessional- Categorical, Reagan Elementary
 - 21.2.6. Consider Approval of Request to Hire: Office Clerk, Rafer Johnson Jr. High
 - 21.2.7. Consider Approval of Request to Hire: Paraprofessional- RSP, Rafer Johnson Jr. High
 - 21.2.8. Consider Approval of Request to Hire: Cafeteria Helper, Washington School
 - 21.2.9. Consider Approval of Request to Hire: Paraprofessional- Categorical, Reagan Elementary
22. Pupil Personnel
 - 22.1. Consider Interdistrict Transfer Requests (Pursuant to Education Code 48204, 35146)
 - 22.1.1. Consider Approval of 2020-21 New Attendance Requests – Site-Based Program
 - 22.1.2. Consider Approval of 2020-21 New Attendance Requests – Central Valley Home School

RECONVENE PUBLIC SESSION

ACTION

23. Report of Actions Taken in Closed Session

Action taken on agenda item 21.1.1.:

Moved: Mr. Murray; Seconded: Mr. Bergstrom, to take the following action:

- Approved Practicum Students for the 2020-21 Fall Semester

Action taken on agenda items 21.2.1. – 21.2.9.:

Moved: Mr. Bergstrom; Seconded: Mrs. Smith Quinn, to take the following action:

- Accepted Resignation: Toni Alvarez, Paraprofessional- RSP, Rafer Johnson Jr. High
- Accepted Resignation: Norma Vasquez, Cafeteria Helper, Roosevelt School
- Accepted Resignation: Kristie Densley, Paraprofessional- Categorical, Reagan Elementary
- Approved Request to Hire: Yazmin Carbajal, Paraprofessional- EL, Reagan Elementary
- Approved Request to Hire: Emily Nystrem, Paraprofessional- Categorical, Reagan Elementary
- Approved Request to Hire: Veronica Madrid Perez, Office Clerk, Rafer Johnson Jr. High
- Approved Request to Hire: Kayla Wood, Paraprofessional- RSP, Rafer Johnson Jr. High
- Approved Request to Hire: Krystal Perez-Rosales, Cafeteria Helper, Washington School
- Approved Request to Hire: Sarai Mendoza, Paraprofessional- Categorical, Reagan Elementary

Approved: Mr. Bergstrom – Yes; Mrs. Lunde – Yes; Mr. Murray – Yes; Mrs. Smith Quinn – Yes;
Mr. Yanes – Yes

Motion Carried: 5-0

Action taken on agenda items 22.1.1. – 22.1.2.:

Moved: Mrs. Smith Quinn; Seconded: Mr. Bergstrom, to take the following action:

Approved all requests with the understanding that site-based student placement for distance learning or AM/PM schedule will be based on enrollment numbers.

- 2020-21 New Attendance Requests – Site-Based Program
- 2020-21 New Attendance Requests – Central Valley Home School

Approved: Mr. Bergstrom – Yes; Mrs. Lunde – Yes; Mr. Murray – Yes; Mrs. Smith Quinn – Yes;
Mr. Yanes – Yes

Motion Carried: 5-0

24. Adjourn

Meeting was adjourned at 5:28 p.m.