

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

**SPECIAL BOARD MEETING
March 19, 2020**

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

3:30 p.m.

MINUTES

PUBLIC SESSION AND PUBLIC COMMENT ON AGENDIZED ITEMS

1. Call to Order and Roll Call
Board President, Connie Lunde, called the meeting to order at 3:30 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
Nick Taylor, Ed.D., CBO

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

Moved: Mr. Yanes; Seconded: Mrs. Smith Quinn, to approve the March 19, 2020, Board agenda as submitted:

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. The objectives as set forth by the Governor, to be accomplished while maintaining essential services and maintaining social distancing and taking care not to spread the virus include provide distance learning to students, provide meals to students, provide student supervision, if practicable, and to pay employees. Dr. Sever and the other

administrators in attendance gave an update on the COVID-19 situation for their departments.

- 5.1.1.1. District Office: For the most part it is business as usual. All employees working and limiting in office hours. All employees are on-call.
- 5.1.1.2. Finance: They are receiving daily updates, doing reports, and building the 2020-21 budget. The State has said that it will fund schools and employees during this time.
- 5.1.1.3. Human Resources:
 - ADA/Funding- Funding for this year will be through Month 7 (P-2 is typically through Month 8), ending 2/21/20.
 - Employee Compensation- All employees are receiving their regular pay, all monthly stipends already in place will be paid (i.e. BTSA, Mentor, Committees, etc), all long term subs in place will continue to receive the same pay, all current EWAs set up and committed to will be paid out, all coaches will receive pay if the season has already started.
 - Leave Accounting- Any employee on a long term leave (i.e. extended illness, workers' comp, baby bonding, etc.) will continue on leave for the full duration of the school closure. Any previously scheduled Personal Business, Personal Necessity, Vacation that was scheduled on a day when employees were not to report to work will **not** be taken off their leave balance. Any pockets of employees who are called back to work, who do not show up for work, will have their absence accounted for during the days they are called back. Telework (working at home) will be allowed if authorized by the principal. A new leave type will be created to identify absences related to COVID-19. Additional leave may be granted for COVID-19 related absences such as: over age 65, compromised immune system, serious chronic medical condition (heart disease, diabetes, lung disease), quarantine, care for an at-risk family member, care for child due to school closure.
- 5.1.1.4. Curriculum and Instruction- Teachers will focus on high quality distance learning. They will be reporting 2-days this week and 1-day each week until spring break. They will be establishing lesson plans to accomplish at home while teleworking. Expectations have been established and posted online.
- 5.1.1.5. Maintenance/Operations/Transportation- Custodians are reporting Thursdays and Fridays to clean and sanitize. Maintenance is working two days a week taking care of work orders and are on call in case of emergencies. Grounds will continue to mow and edge one day a week. Southwest Transportation has one school district still open and they are working in their shop. They are on call if needed.
- 5.1.1.6. Food Services- We are serving meals during the closure. They served 159 Monday, 269 Tuesday, 448 Wed, 651 today, anticipate 1,000 meals tomorrow! Two pallets are on order for more lunches. We are avoiding hot food at the moment for sanitary reasons that cannot be guaranteed hot at people's homes. We have enough food on supply until April 3. CISC has guaranteed food delivery, we hope. Everyone is working on a rotation, within their hours, except for four employees.
- 5.1.1.7. Special Education/Student Services- Prescribed medication was hand delivered to families on Monday. Health aides came in on Wednesday and made contact with all families who have inhalers and epi-pens on an "as needed basis" to offer for families to pick up their medication. Mrs. Robyn Torres, District Nurse, continues to be in contact with the county health department and forwards all updates to cabinet members. Special education teachers put together individualized packets to be combined or in substitution of the regular education packets (as determined by case manager based on student need). All special education teachers made phone contact with their parents and offered scheduled time to provide answer questions, and instructed parents to not force work if it presents as being too difficult. IEP meetings have been cancelled and assessment timelines postponed. Meetings and assessments will need to resume when school resumes. A letter was sent out to all

special education parents with resources. Special education teachers are preparing for how to provide direct services once our regular education teachers begin to provide direct instruction. Services may need to be held on site, and may be done through online communication.

5.1.1.8. Parent/Community Comments-

Dr. Sever noted the many positive comments and phone calls we have received during this time. The support from the community is appreciated.

6. Adjourn

Meeting was adjourned at 4:51 p.m.