

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

October 10, 2022

**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, Karyll Smith Quinn, called the meeting to order at 4:00 p.m.

Board Members Present:

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

District Office Administrators Present:

Wesley Sever, Ed.D., Superintendent
Matt Stovall, Assistant Superintendent
Bobby Rodriguez, Chief Business Official
Carol Bray, Director, Human Resources
Erin Pasillas, Director of Special Education and Student Services

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

Moved: Mr. Yanes; Seconded: Mrs. Lunde, to approve the October 10, 2022, 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. Student Recognition- 2021-22 California Assessment of Student Performance and Progress (CAASPP) Test Perfect Scores –Students who scored perfect on the California Assessment of Student Performance and Progress (CAASPP) test at the end of last year in ELA, Math, or both were recognized by the Board. Achieving a perfect score on the CAASPP Test is

a tremendous accomplishment. These students have bright futures ahead of them, and we are proud to have them as part of our District.

- Ada Maher- BOTH Math and ELA, currently grade 4 at Reagan Elementary
- Conner Aja- Math, currently grade 4 at Reagan Elementary
- Jenesis Manzanales- ELA, currently grade 4 at Reagan Elementary
- Olive Bunnell- ELA, currently grade 5 at Reagan Elementary
- Jesse Hjelm- ELA, currently grade 5 at Reagan Elementary
- Hunter Jackson- ELA, currently grade 7 at Rafer Johnson Jr. High
- Fernando Garcia Tafoya- ELA, currently grade 8 at Rafer Johnson Jr. High
- Nathaniel Bahne- Math, currently grade 8 at Rafer Johnson Jr. High

ADJOURN FOR BRIEF RECEPTION

(Students were introduced to the Board, after which there was a brief reception. The meeting was temporarily suspended mid-agenda for this event.)

RECONVENE PUBLIC SESSION

5.2. Communications/Recognitions (continued)

- 5.2.1. Dr. Sever read an email from a parent praising how well Parent Teacher Conferences went. "The District has outstanding teachers! After talking with each teacher, I know how much they genuinely care for each kid (not just mine, all the kids). I am amazed by the teacher's ability to meet each kid wherever they are academically and then challenge and support them to the next level. Also impressive is the ability to maintain order in a classroom of 20+ kids for 6 hours daily. After my first day volunteering in the classroom for one hour, I was mentally exhausted, only working with seven kids at a time. The District's teachers are competent, capable, and possess high-quality character. So keep doing whatever you're doing to find quality staff and do whatever it takes to retain them!"
- 5.2.2. Skip Level Meetings refer to conversations between an employee's direct supervisor and the employee without the supervisor present. The purpose is to build relationships and gain valuable insights. The input from these meetings will allow us to support the supervisors and the District in the best way possible and plan for the future. Mr. Stovall, Mrs. Pasillas, Mrs. Bray, Mr. Rodriguez, and I will conduct the interviews. Our goal is to interview each of the 280 employees without their supervisor present having a 10 to 20 meeting minute conversation and just talking about six questions. We will continue to maintain that connection with our employees and this will help us do that. It will also help us connect with what our principals need, professional development, and what we can do to support them to move the District forward. Thank you to Mr. Yanes for this idea
- 5.2.3. Dr. Sever recently spoke at the Tuesday Club, which recently celebrated 100 years! He talked about our District's successes, challenges, students, and the tremendous support we receive from parents and the community.
- 5.2.4. The District After-School Program will soon be available at all school sites, and we will be working with the City of Kingsburg on an MOU to transition the current City after-school students to our after-school program. Those parents would no longer pay for the City program and could begin in the District After-School Program. Their employees can continue to be paid during this transition.
- 5.2.5. There have been two incidents involving five or more students regarding vape pens with marijuana. We take these things seriously and want to ensure students in the schools know the possible consequences of such a choice. Mrs. Lee will speak to each class individually about the dangers and consequences of vaping and the duty and obligation students have to report. They've sent out a letter to parents regarding vaping. School

resource officer Monique Gonzalez and Officer Fuentes will facilitate an assembly to address student safety and the dangerous effects of vaping. The District is also looking at drug testing students who are expelled to Island Community Day School as part of their consequence. We have requested a quote to have drug dogs on campus several times yearly at Rafer Johnson Jr. High.

- 5.2.6. Dr. Sever shared the required annual staff training and hours in a handout to the Board.
- 5.2.7. Thank you to Kingsburg Rotary for again supplying our 3rd grade students at Lincoln School with dictionaries this year. This tradition is one of the many ways this service club positively impacts our students.
- 5.2.8. Dr. Sever attended a President's Commission on Teacher Education meeting at Fresno State, and Measure E is on the ballot for building improvements and supporting additional programs. This measure has a cap on funding that can go to sports programs. This measure will help build and expand programs at Fresno State.
- 5.2.9. Dr. Sever shared pictures from his recent site visits around the District.

6. Assistant Superintendent's Report

- 6.1. Mr. Stovall recently attended a Community Schools Conference with Mrs. Melanie Sembritzki, Mr. Rodriguez, and the principals. In addition to the Expanded Learning Grant, there is another grant that Melanie applied for last year. We received the planning grant for two years, and now we'll apply for the Implementation Grant, a five-year grant. We met with ERC, a grant writing company, and potentially, our schools could receive over \$7 million for five years, which would be about \$1.56 million per year. Our smallest schools would receive about \$220,000 and a little more for the others. With those huge sums of money, we feel this grant writing company would be a good decision, and the cost is \$7,500. The first thing they will do is a needs assessment for our District. The cost of the needs assessment would be \$15,000. We are in pretty exciting times in education and are seeing so many opportunities for kids and families to exceed anything we've been able to do. Mr. Stovall handed out information on Community Schools. (attached)
- 6.2. All schools are going through the Seconds to Survive training. Mrs. Lunde and Mrs. Smith Quinn were able to attend the training at Roosevelt School, and it was an excellent presentation. Kingsburg Police Department also gave some suggestions. We met with them and adjusted some things as they were slightly different from what we're doing at our sites. Schools were reminded that drop-off and pick-up areas must be supervised at all times. Our gates are locked at the start of school. We will be doing some piloting of teachers keeping doors locked during the day. We have ordered one-way peepholes for classroom doors without a window so teachers can see who is at the door.

7. Chief Business Official's Report

- 7.1. Mr. Rodriguez shared a presentation of recent projects and news from around the District.
 - 7.1.1. At Washington, we had Quality Tree come out and remove the sick trees we've had in front. We're going to be planting back some Chinese pistachio trees on Saturday.
 - 7.1.2. We ordered an ice machine for Washington as they were the only site with no ice machine on campus, and Mrs. North had requested it. This will be helpful when students go on a field trip or somebody gets hurt; they would have access to ice bags and a plentiful supply.
 - 7.1.3. We removed the center desk in the Washington Office as a potential tripping hazard. We had some students who we had access to the office when they went to see Mrs. North, and they were going over and meeting with the secretaries and getting into some of their materials. We had some wires running across the floor, so we decided to remove that desk.
 - 7.1.4. At Roosevelt, an issue at Sounding Board was that there weren't enough staff restrooms on site for staff to use. Some staff like to use the inside office restroom, and we have a restroom located between room 31 and room 32 that currently only two people use. We

will put some commercial-grade laminate and some fresh paint, take out the partition and place a new faucet, making it more up-to-date. We are hoping more staff utilize that restroom.

- 7.1.5. The MOT Department built a cage to protect electrical equipment at Rafer. This will also serve a dual purpose, so students will not be able to climb on these boxes and access the roof. Mr. McIntyre designed it, and Mr. Ramirez did all the welding and put this together. They did a fantastic job.
- 7.1.6. We recently approved Apex to come in and do inside and outside scans of our sites where we want to have our windows replaced. So that will take place this month on October 25th at Roosevelt, October 26th at Washington, and October 27th at Lincoln, all from 3:30 pm – 7:30 pm.
- 7.1.7. We have met with a few camera companies looking at new security cameras. These next-generation cameras will be able to look at situations and locate all the times that the cameras pick up somebody, for example, in a certain color shirt or if they had any hats instead of going back through hours of footage. One positive about possibly going with a different company is it will ease the workload of our hard drive storage because everything will be cloud-based. We are piloting a camera system at the Lincoln Café.
- 7.1.8. The Grounds Department will be adding dimension to flower beds.
- 7.1.9. SB 490 (Buy American Food Act) requires LEAs that receive federal meal reimbursement funding to generally purchase only products that are domestically grown, packed, or processed. Districts can only purchase domestically unless the bid or price of the nondomestic agricultural food product is 25 percent lower than the bid or price of the domestic agricultural food product, the quality of the domestic agricultural food product is inferior to the quality of the agricultural food product grown, packed, or produced nondomestically, or the agricultural food product is not produced or manufactured domestically in sufficient and reasonable available quantities of a satisfactory quality to meet the needs of the public institution. This takes effect on January 1, 2024. The District currently only purchases nondomestic bananas since they are not grown here. Everything else purchased is domestic.
- 7.1.10. Thank you to Mrs. Vaquera and Mrs. Bray for their assistance during the recent financial audit. We had no repeat findings. There was a single audit on ESSER2, Child Nutrition, and Title I (all programs had total expenditures over \$750,000 in 21-22). Title I and Child Nutrition are being completed, and the final audit presentation will take place in January.

8. Board Member Reports

- 8.1. Dr. Sever and Mr. Yanes will visit Island Community Day School to meet with students.

ADJOURN FOR PUBLIC HEARING

PUBLIC HEARING

Quarterly Report on Williams Uniform Complaints- No Comments were received.

RECONVENE PUBLIC SESSION

ACTION

9. Consent Agenda

- 9.1. Consider Approval of Minutes – September 12, 2022 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 Annual Rafer Johnson Jr. High School MESA Overnight Student Trip: Catalina, CA, November 8-11, 2022
- 9.7. Consider Acceptance of Donations to Washington School:
 - 9.7.1. Gurjit Chung and Jaspreet Kaur, in the Amount of \$1,000, to Be Used as the Teacher Sees Fit for Her Classroom
 - 9.7.2. Amanda and Hector Juarez, in the Amount of \$65, to Be Used as the Teacher Sees Fit for Her Classroom
 - 9.7.3. Dustin and Daisy Mulligan, in the Amount of \$150, to Be Used as the Teacher Sees Fit for Her Classroom

Items 9.1. – 9.7.:

Moved: Mr. Bergstrom; Seconded: Mrs. Lunde

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 ESSER 3 Expenditure Plan Revision

Moved: Mr. Murray; Seconded: Mr. 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 Proposal from Darden Architectural Services for Window Project at Washington, Roosevelt and Lincoln Elementary Schools

Moved: Mr. Yanes; Seconded: Mrs. Lunde

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

CURRICULUM AND INSTRUCTION

12. Consider Approval of Educational Resource Consultants (ERC) Needs Assessment and Community Schools Implementation Grant

Moved: Mr. Bergstrom; Seconded: Mr. Murray

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

HUMAN RESOURCES

13. Consider Approval of New/Revised Job Descriptions:
 - 13.1. Administrative Assistant- Special Education and Student Services
 - 13.2. Administrative Assistant- Operations Services
 - 13.3. Administrative Assistant- Human Resources

- 13.4. Administrative Assistant- Information Services
- 13.5. Administrative Assistant- Financial Services
- 13.6. Administrative Assistant- Curriculum and Instruction, Special Projects

Moved: Mrs. Lunde; Seconded: Mr. Yanes

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 Revised 2022-23 Classified Management/Supervisory/Confidential Salary Schedule

Moved: Mr. Yanes; Seconded: Mr. Bergstrom

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

SPECIAL EDUCATION AND STUDENT SERVICES

- 15. Consider Approval of News to You (n2y) Curriculum Bundle

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

ADMINISTRATIVE SERVICES

- 16. Consider Approval of Quarterly Report on Williams Uniform Complaints- No complaints were received last quarter.

Moved: Mr. Bergstrom; Seconded: Mr. Murray

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 1312.4: Williams Uniform Complaint Procedures
- 17.2. E(1) 1312.4: Williams Uniform Complaint Procedures
- 17.3. AR 3517: Facilities Inspection
- 17.4. BP 3523: Electronic Signatures
- 17.5. AR 3523: Electronic Signatures
- 17.6. BP 3550: Food Service/Child Nutrition Program
- 17.7. AR 3550: Food Service/Child Nutrition Program
- 17.8. BP 3551: Food Service Operations/Cafeteria Fund
- 17.9. AR 3551: Food Service Operations/Cafeteria Fund
- 17.10. BP 3553: Free and Reduced Priced Meals
- 17.11. AR 6173.1: Education for Foster Youth

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

18.1. No comments were received from the public.

19. Set Date, Time, and Location of Next Regularly Scheduled Board Meeting: Monday, November 14, 2022, 4:00 p.m., Professional Development Building

CLOSED SESSION

20. Public Employee Discipline/Dismissal/Release/Complaint (Government Code Section 54957)

21. Anticipated Litigation (Government Code Section 54956.9(b))

22. Public Employee Employment

22.1. Classified Personnel

22.1.1. Consider Acceptance of Resignation: Part-time Custodian, Central Valley Home School and Washington Preschool

22.1.2. Consider Acceptance of Resignation: Paraprofessional-RSP, Washington School

22.1.3. Consider Approval of Request to Hire: Paraprofessional- Categorical, Lincoln School

23. Pupil Personnel

23.1. Consider Interdistrict Transfer Requests (Pursuant to Education Code 48204, 35146)

23.1.1. Consider Approval of 2022-23 New Attendance Requests – Site-Based Program

23.1.2. Consider Approval of 2022-23 New Attendance Requests – Central Valley Home School

RECONVENE PUBLIC SESSION

ACTION

24. Report of Actions Taken in Closed Session

Action taken on agenda items 22.1.1. – 22.1.3.:

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

- Accepted Resignation: Karina Ramirez Rodriguez, Part-time Custodian, Central Valley Home School and Washington Preschool
- Accepted Resignation: Natalie Church, Paraprofessional-RSP, Washington School
- Approved Request to Hire: Claudia Olguin Vega, Paraprofessional- Categorical, Lincoln School

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 23.1.1 – 23.1.2.:

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

- 2022-23 New Attendance Requests – Site-Based Program – Approved all requests.
- 2022-23 New Attendance Requests – Central Valley Home School – Approved all requests.

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

Motion Carried: 5-0

25. Adjourn

Meeting was adjourned at 6:37 p.m.