

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

December 14, 2022

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

3:30 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 3:30 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

2. Pledge of Allegiance
3. Moment of Contemplative Silence
4. Approval of Agenda with the following addenda:

Moved: Mr. Yanes; Seconded: Mrs. Lunde, to approve the December 14, 2022, Board agenda with the following addenda:

- Addenda to Agenda
 - ✓ New Discussion Item 10.3.: First Reading: Board Policies/Administrative Regulations/Exhibits AR 6161.1: Selection and Evaluation of Instructional Materials
 - ✓ New Discussion Item 10.4.: First Reading: Board Policies/Administrative Regulations/Exhibits AR 6162.51: State Academic Achievement Tests
 - ✓ New Discussion Item 10.5.: First Reading: Board Policies/Administrative Regulations/Exhibits BB 9250: Remuneration, Reimbursement and Other Benefits
 - ✓ New Consent Item 18.8.: Consider Approval of Minutes – December 5, 2022 Special Board Meeting

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 Rafer Johnson Jr. High Choir performed two songs for the Board and audience. Three students stayed after and sang a traditional Swedish Christmas song.
- 5.1.2 Dr. Sever announced the 2023 KECSD Employees of the Year- Classified Employee of the Year- Roberto Vega, Certificated Employee of the Year- Sarah Schmal, Administrator of the Year- Amy Winchell.
- 5.1.3 Dr. Sever reviewed the revised mandatory COVID-19 Safety Plan. Changes to the plan were required but did not change current practices.
- 5.1.4 Mrs. Regier is working on creating a mentorship program at Island Community Day School. A meeting took place last week, and Mrs. Lunde was able to attend. Students at Island Community Day School need positive adult role models. Community members and other organizations are coming together for this project, and we look forward to hearing more about this at a future Board meeting.
- 5.1.5 MAGEC (Multi-Agency Gang Enforcement Consortium) recently presented at Island Community Day School. As noted in the below Board Member Reports, it was very moving to hear the officers share stories about their childhoods, and many of the students were able to connect with them and have powerful conversations.
- 5.1.6 A new Donation Acceptance Form will be used for all monetary or material donations moving forward. This will help the District stay consistent with accepted standards, location tracking, and safety requirements for items such as anchoring cabinets.
- 5.1.7 The KECSD Christmas Luncheon is on Monday, December 19th, at 2 p.m. at Lincoln School.

6. Assistant Superintendent's Report

- 6.1. The Kingsburg Reads One Book committee has chosen *Escape from Mr. Lemoncello's Library* as the book for this year. The author, Chris Grabenstein, will be able to do in-person assemblies at Washington, Roosevelt, Lincoln, and Reagan schools.
- 6.2. Bilingual Night on December 1 was a successful celebration, with 19 of 26 students and their families attending. Mr. Rick Alonzo presented his story and did three paintings.
- 6.3. Reagan Elementary received first place in the children's division at the Santa Lucia Parade.
- 6.4. Mr. Stovall was able to go with Central Valley Home School as they went caroling around town and visited with businesses and community members.

7. Chief Business Official's Report

- 7.1. The Taste of KECSD event had a great turnout. The speaker and the information presented was very useful for parents. A lot of food vendors attended and provided raffle gifts and food samples. Food Services will be trying to incorporate a new food item each month.
- 7.2. From around the District:
 - 7.2.1 The grounds are looking good. Our grounds teams are working hard and enjoying having their own site to showcase. Ponch received feedback from 6th grade staff at Reagan wanting a walkway from Kern Street through the gate. He placed cobblestones in one of the walkways, and the project turned out very nice.
 - 7.2.2 We are still working with Mark Wilson Construction on the window project and should receive a budget number soon. Then, we will go out to bid and be on track to have new windows installed in Washington, Roosevelt, and Lincoln during the summer.

- 7.2.3 Spyglass will be looking at the AT&T bills to find any cost savings. If there are recommendations, we will bring them back to the Board.
 - 7.2.4 The Audit is almost complete and will be presented to the Board at the January Board meeting.
 - 7.2.5 Friday, December 23rd, at noon, MOT will be BBQing at Lincoln to celebrate the holidays. The Board members and other working staff are invited.
 - 7.2.6 During the winter break, the Roosevelt wall will be put up in the hallway so visitors can only access the main office.
 - 7.2.7 The Washington countertops in the kitchen will be replaced during winter break.
 - 7.2.8 Room 40 at Lincoln School will house the new Expanded Learning Office and should be finished soon.
 - 7.2.9 One of the office spaces in the District Office has been renovated, and Mrs. Vaquera will be moving in soon. The new Administrative Assistant for Human Resources will be taking Mac's office.
 - 7.2.10 We received an email from the state that they made an error on the apportionment for the Expanded Learning Opportunity Program which lowers our entitlement by \$400,000.
 - 7.2.11 We are looking to add an additional portable on the other side of Student Services. We will keep the same grade, have a retaining wall, and a fence to 14th street. Knowing we will need additional spaces in the future, this is the time to complete this project. We don't know who will occupy it yet. Darden has given us options for what parking could look like, and we will update the Board as this project progresses.
8. Director of Maintenance and Operations – Annual MOT Update
- 8.1. Mr. Danny McIntyre reported. The Board thanked Danny and his departments for all they do, above and beyond, to keep KECSO moving forward and looking its best.
9. Board Member Reports
- 9.1. Mr. Yanes discussed the recent meeting and presentation with students at Island Community Day School and Multi-Agency Gang Enforcement Consortium (MAGEC). It was very moving to hear the officers share stories about their childhoods, and many of the students were able to connect with them and have powerful conversations. Mrs. Smith Quinn and Mr. Yanes will be in contact with a few of the students at Island for mentoring in the coming months.
10. First Reading: Board Policies/Administrative Regulations/Exhibits
- 10.1. Revised BP 6158: Independent Study
 - 10.2. Revised AR 6158: Independent Study
 - 10.3. Revised AR 6161.1: Selection and Evaluation of Instructional Materials
 - 10.4. Revised AR 6162.51: State Academic Achievement Tests
 - 10.5. Revised BB 9250: Remuneration, Reimbursement and Other Benefits

No changes were made to the policies as submitted. They will be brought back to the next Board meeting for approval.

CONVENE ORGANIZATIONAL MEETING

11. Consider Adoption of Resolution No. 23-06: In the Matter of Insufficient Nominations of Governing Board Elections; No Election; Seating at Annual Organizational Meeting

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

12. Swearing in of Board Members – Dr. Sever swore in incumbent Board members Brad Bergstrom, Shane Murray, and Karyll Smith Quinn.

13. Election of Officers

13.1. President

Moved: Mrs. Lunde; Seconded: Mr. Murray, to nominate Mr. Bergstrom as President for 2023

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

Motion Carried: 5-0

13.2. Clerk

Moved: Mrs. Lunde; Seconded: Mr. Murray, to nominate Mr. Yanes as Clerk for 2023

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

Motion Carried: 5-0

13.3. Secretary

Moved: Mrs. Lunde; Seconded: Mr. Murray, to nominate Dr. Sever as Secretary for 2023.

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 Statement of Facts

Moved: Mr. Murray; Seconded: Mrs. Lunde

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 Voting Certificate: Representative and Alternate Representative – County Committee on School District Organization

Moved: Mrs. Lunde; Seconded: Mrs. Smith Quinn, to nominate Mr. Bergstrom as Representative and Mr. Yanes as Alternate Representative

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

Motion Carried: 5-0

16. Consider Approval of Authorized Signature and Mailing Permits

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

17. Consider Approval of Proposed 2023 Board Meeting Dates

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

RECONVENE REGULAR MEETING

ACTION

18. Consent Agenda

- 18.1. Consider Approval of Minutes – November 14, 2022 Board Meeting
- 18.2. Consider Approval of Cash Balances
- 18.3. Consider Approval of Budget Report
- 18.4. Consider Approval of Accounts Payable Report
- 18.5. Consider Approval of Request to Surplus Equipment
- 18.6. Consider Approval of Annual Purchase of Books for Kingsburg Reads One Book
- 18.7. Consider Approval of Revised 2023-2024 School Calendar
- 18.8. Consider Approval of Minutes – December 5, 2022 Special Board Meeting

Items 18.1. – 18.8.:

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

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

BUSINESS SERVICES

19. Consider Adoption and Certification of 2022-23 First Interim Budget Report

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

20. Consider Adoption of Resolution No. 23-07: In the Matter of Reviewing Development Fees on Residential and Commercial and Industrial Development Collected During the 2021-2022 School Year

Moved: Mr. Murray; 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

21. Consider Adoption of Contract Renewal and Resolution No. 23-08 Authorizing Designated Personnel to Sign Documents for Child Development Services

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

22. Consider Approval of Quote from Sound Contracting for Rafer Johnson Jr. High Gym Video Equipment Upgrades

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

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

23. Consider Approval of Quote from Sound Contracting for Rafer Johnson Jr. High Gym Additional Gym Speakers

Moved: Mrs. Smith Quinn; Seconded: Mrs. Lunde

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

24. Consider Approval of Estimate from Koala Tree Service to Remove Trees at Reagan Elementary School

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

25. Consider Approval of Equipment Repair Estimate from EMCOR Mesa Energy Systems to Replace Lincoln Bus Garage Air Conditioning

Moved: Mr. Murray; 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

26. Consider Approval of Proposal from Amparan Flooring to Install New Flooring at the Washington School Kitchen

Moved: Mrs. Lunde; Seconded: Mr. Murray

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

Motion Carried: 5-0

27. Consider Approval of Proposal from Valley Fence Company to Remove Existing 4' Fencing in Front of Washington School and Replace with New 6' Fencing

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

28. Consider Approval of Quote from Bobcat for E32 R2-Series Bobcat Compact Excavator

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

29. Consider Approval of Quote from J's Communications, Inc. for Additional Radios at School Sites

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

HUMAN RESOURCES

30. Consider Approval of New Job Description
30.1. Community Schools- Coordinator of Special Projects

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

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

Motion Carried: 5-0

31. Consider Approval of Revised 2022-2023 Certificated Management Salary Schedule

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

32. Consider Approval of Request to Offer a \$1,000 Retirement Incentive if Employee Submits Letter of Resignation for the Purposes of Retirement by Friday, February 3, 2023, at 4:00 p.m., Completes Their 2022-23 Contract, and Has a Retirement Date No Later Than June 30, 2023

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

- 33. Consider Approval of Board Policies/Administrative Regulations/Exhibits
 - 33.1. BP 4118: Discipline/Suspension/Disciplinary Action
 - 33.2. AR 4118: Discipline/Suspension/Disciplinary Action
 - 33.3. BP 4119.1, 4219.1, 4319.1: Civil and Legal Rights
 - 33.4. BP 4151, 4251, 4351: Employee Compensation
 - 33.5. AR 4161.5, 4261.5, 4361.5: Military Leave
 - 33.6. BP 4218: Dismissal/Suspension/Disciplinary Action
 - 33.7. AR 4218: Dismissal/Suspension/Disciplinary Action
 - 33.8. AR 4253: Overtime Pay/Compensatory Time Off- Delete
 - 33.9. BP 6164.2: Guidance/Counseling Services
 - 33.10. BP 7150: Site Selection and Development
 - 33.11. AR 7150: Site Selection and Development
 - 33.12. BB 9100: Organization

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

PUBLIC COMMENT

- 34. Public Comment on Agendized and Non-Agendized Items
 - 34.1. No comments were received from the public.
- 35. Set Date, Time, and Location of Next Regularly Scheduled Board Meeting: Tuesday, January 17, 2023, 4:00 p.m., Professional Development Building

CLOSED SESSION

- 36. Public Employee Discipline/Dismissal/Release/Complaint (Government Code Section 54957)
- 37. Anticipated Litigation (Government Code Section 54956.9(b))
- 38. Public Employee Employment
 - 38.1. Classified Personnel
 - 38.1.1 Consider Acceptance of Resignation: Paraprofessional- Categorical, Reagan Elementary School
 - 38.1.2 Consider Acceptance of Resignation for the Purposes of Retirement: Secretary Assistant, Paraprofessional- Categorical, Central Valley Home School/Island Community Day School
- 39. Pupil Personnel
 - 39.1. Consider Interdistrict Transfer Requests (Pursuant to Education Code 48204, 35146)
 - 39.1.1 Consider Approval of 2022-23 New Attendance Requests – Site-Based Program
 - 39.1.2 Consider Approval of 2022-23 New Attendance Requests – Central Valley Home School

40. Public Employee Performance Evaluation (Government Code Section 54957)
40.1. Superintendent

RECONVENE PUBLIC SESSION

ACTION

41. Report of Actions Taken in Closed Session

Action taken on agenda items 38.1.1. – 38.1.2.:

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

- Accepted Resignation: Michelle Barcellos, Paraprofessional- Categorical, Reagan Elementary School
- Accepted Resignation for the Purposes of Retirement: Martha Smith Risenhoover, Secretary Assistant, Paraprofessional- Categorical, Central Valley Home School/Island Community Day School

Action taken on agenda items 39.1.1. – 39.1.2.:

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

- 2022-23 New Attendance Requests – Site-Based Program – Approved all requests
- 2022-23 Renewal 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

Action taken on agenda item 40.1.:

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

- The Superintendent received a positive evaluation from the Governing Board.

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

42. Adjourn

Meeting was adjourned at 6:32 p.m.