



GOVERNING BOARD OF TRUSTEES
REGULAR BOARD MEETING AGENDA
MONDAY, NOVEMBER 5, 2018

GOLDEN OAK ELEMENTARY CAFETERIA
195 S. WALL STREET
6:00 P.M.

1.0 CALL TO ORDER

1.1 ROLL CALL (Tony Aguirre)

| <u>Board of Trustees:</u> | Present | Absent |
|-------------------------------------|---------|--------|
| Tony Aguirre, President | _____ | _____ |
| Cain Maldonado, Clerk | _____ | _____ |
| Steve Mann, Board Member | _____ | _____ |
| Deanna Rodriguez-Root, Board Member | _____ | _____ |
| Tammy Rubio Criswell, Board Member | _____ | _____ |

| <u>District Staff Members:</u> | | |
|--|-------|-------|
| Dr. Dago Garcia, Superintendent | _____ | _____ |
| Rocio Munoz, Asst. Superintendent-Educational Services | _____ | _____ |
| Martin Rodriguez, Chief Business Official | _____ | _____ |
| Eva Barreto, District Translator | _____ | _____ |
| Cecilia Arellano, District Translator | _____ | _____ |
| Duviet Rodriguez, Superintendent's Secretary | _____ | _____ |

1.2 PLEDGE OF ALLEGIANCE (Steve Mann)

1.3 INVOCATION (Cain Maldonado)

1.4 APPROVAL OF AGENDA (D)(V)

Any materials required by law to be made available to the public to a meeting of the Board of Trustees can be inspected at the District Office located at 300 N. Valley Street, Shafter, CA 93263 during normal business hours. An item requiring action, which came to the District Office after the agenda was posted, may be added to the agenda with a 2/3 majority approval of the Board. Items to be added will be made available to the public at the meeting.

The recommendation is to approve the agenda as presented.

Motion_____ Second_____ Ayes_____ Nays_____ Abstain_____ Absent_____

2.0 PUBLIC COMMENTS

The public may address the Board regarding general school district topics or a specific agenda item. The person wishing to speak must complete a Request to Speak form prior to the meeting, indicating their name, address and whether they wish to address a non-agenda item or a specific item and present it to the Board Secretary. Non-agenda items will be heard under item 2.0 Public Comments. Specific agenda items will be heard at the beginning of the specific agenda item. Unless otherwise determined by the Board, each person is limited to three (3) minutes (6

minutes when translation is required). In case of numerous requests to address the same item, the Board may select representatives to speak on each side of the item, and may limit total input to twenty (20) minutes on any item. Each person who addresses the Board must be first recognized by the presiding officer. The Board and staff are not obligated to comment on or respond to addresses by the public. Testimony is not protected from damage claims for libel. Public charges or allegations may result in legal action being brought by those individuals.

3.0 INFORMATIONAL ITEMS

3.1 PRESENTATIONS AND RECOGNITIONS

- 3.1.1 Presentation in Appreciation for Years of Service (2002-2018) to Board Trustee Steven A. Mann.
- 3.1.2 Recognition of Retiree Yolanda Sims for her years of service (November 1996 - October 2018) with the District.

4.0 ACTION ITEMS

All matters listed under the consent agenda are considered by the Board of Trustees to be routine and sufficiently supported, by prior or accompanying reference materials and information, as to not require additional discussion. They will all be enacted by a motion as referenced below. There will be no separate discussion of these items prior to the time the Board of Trustees votes on the motion, unless a member of the Board, staff or public request specific items to be discussed or deleted from the consent agenda for separate action.

4.1 CONSENT AGENDA (A)(D)(V)

- 4.1.1 Approval of Warrant Registers and Purchase Orders.
Attachments:
 - SACS Account Codes
 - Warrant Registers
- 4.1.2 Approval of Regular Board Meeting Minutes for October 8, 2018.
- 4.1.3 Approval of an agreement between Richland School District and Kern County Superintendent of Schools for Kern County Clear Administrative Services Credential (CASC) Program. The program provides job-embedded coaching support, professional development and formative assessment to administrative candidates who work in participating districts.
- 4.1.4 Approval of an agreement between Richland School District and Kern County Superintendent of Schools to provide two full days (November 27-28, 2018) of professional learning to train teachers and administrators on the administration and scoring of the Interim Assessment Blocks for both English Language Arts and Mathematics, in the amount of \$3,052.00.
- 4.1.5 Approval of an agreement between Richland School District and Kern County Superintendent of Schools to provide two full days (December 1 and 8, 2018)

of professional learning to train teachers to increase student engagement, learning, and achievement in mathematics, in the amount of \$750.00 per day.

- 4.1.6 Approval to contract with Alspaw Tree Services, LLC for trimming of trees at Richland Junior High playground and bus turn around. Work to be performed in November 2018 in the amount of \$3,975.00.
- 4.1.7 Approve an amendment to the 95% Group Inc. contract to add two additional days of professional development for General Education Teachers, Special Education Teachers and Paraprofessionals, in the amount of \$6,595.73.
- 4.1.8 Approval of an MOU between Richland School District and WestEd for the administration of the California Healthy Kids Survey.
- 4.1.9 Approval of a contract between the Richland School District and the Kern County Superintendent of Schools to provide learning to train teachers to increase student engagement, learning, and achievement language, literacy and mathematics, in the amount of \$2,000.00.

The recommendation is to approve the consent calendar.

Motion_____ Second_____ Ayes_____ Nays_____ Abstain_____ Absent_____

4.2 GENERAL FUNCTIONS

- 4.2.1 Approval of an Agreement with Lozano Smith Attorneys at Law.
Speaker: Dr. Garcia
Summary: This agreement will provide additional legal advice to the district in legal matters. The service will be used only to seek legal advice for serious matters.

The recommendation is to approve the agreement with Lozano Smith Attorneys at Law.

Motion_____ Second_____ Ayes_____ Nays_____ Abstain_____ Absent_____

- 4.2.2 Richland School District Charitable Contribution from Chevron U.S.A. Inc.
Speaker: Rosa Romero
Summary: Chevron U.S.A. Inc. will provide to Richland School District \$15,000.00 for the purpose of supporting the implementation of middle school engineering curriculum and other academic programs in the areas of science, technology, engineering, and mathematics, benefiting the students of Richland Junior High School.

The recommendation is to accept the charitable contribution from Chevron U.S.A. Inc. in accordance with the contribution terms.

Motion_____ Second_____ Ayes_____ Nays_____ Abstain_____ Absent_____

- 4.2.3 Board Policy Revision - Grades/Evaluation of Student Achievement - AR 5121 - First Reading. (D)
Speaker: Dr. Garcia

Summary: The grade points for all applicable coursework shall be totaled and divided by the number of courses completed. Pass/Fail grades shall not be included in the determination of a student's GPA. When plus and minus designations are added to letter grades, the plus sign will add a .3 to the total GPA and a minus will subtract a .3 to the total GPA.

The Board will consider the following policy for approval at the December Board Meeting.

4.2.4 Board Policy Revision - School Sponsored Trips - BP 6153 - First Reading. (D)

Speaker: Martin Rodriguez

Summary: Current board policy (BP 6153) does not include "out of county" field trips. It is recommended that the addition of "out of county" field trips be added to the current board policy to follow the practice of the district.

The Board will consider the following policy for approval at the December Board Meeting.

4.3 HUMAN RESOURCES

4.3.1 Approval of Job Description for Health Aide. (A)(D)(V)

Speaker: Dr. Garcia

Summary: The minimum requirements have changed. The Health Aide position does not require the same qualifications as an Instructional Aide, therefore, the requirement of an AA Degree or 48 semester units have been removed. The requirements are focused around the medical certifications and experience in health care services.

The recommendation is to approve the job description for Health Aide.

Motion_____ Second_____ Ayes_____ Nays_____ Abstain_____ Absent_____

4.3.2 Approval of an MOU and Job Description for Lead Custodian. (A)(D)(V)

Speaker: Dr. Garcia

Summary: This approval corrects the initial Lead Custodian Job Description that was initially approved on September 10, 2018. The change is in the salary schedule range only. The range was reduced from the September 10, 2018 approval. No change in language or functions of the position.

The recommendation is to approve the MOU and job description for Lead Custodian.

Motion_____ Second_____ Ayes_____ Nays_____ Abstain_____ Absent_____

4.3.3 Approval of 2018-2019 Classified Salary Schedule. (A)(D)(V)

Speaker: Dr. Garcia

Summary: This approval corrects the salary schedule that was approved September 10, 2018. The change is in the salary schedule range for the Lead Custodian position. The range was reduced from the approval on September 10, 2018. No change in other positions or other ranges.

The recommendation is to approve the 2018-2019 Classified Salary Schedule.

Motion_____ Second_____ Ayes_____ Nayes_____ Abstain_____ Absent_____

4.4 CURRICULUM AND INSTRUCTION

- 4.4.1 Approval of a field trip to La Brea Tar Pits in Los Angeles on February 21, 2019 for six classrooms at Redwood Elementary School. Funding source for the charter bus, in the amount of \$4,637.00, will be through the District.

Speaker: Luis Rodriguez

The recommendation is to approve the field trip to La Brea Tar Pits in Los Angeles.

Motion_____ Second_____ Ayes_____ Nayes_____ Abstain_____ Absent_____

- 4.4.2 Approval of a field trip to Fresno Chaffee Zoo on April 11, 2019 for all 2nd grade classes at Sequoia Elementary School. Funding source for the charter bus and admission, in the amount of \$4,267.00, will be through LCAP.

Speaker: Frank Flores

The recommendation is to approve the field trip to Fresno Chaffee Zoo in Fresno.

Motion_____ Second_____ Ayes_____ Nayes_____ Abstain_____ Absent_____

- 4.4.3 Approval of a field trip to Aquarium of the Pacific in Long Beach on April 24, 2019 for five classrooms at Sequoia Elementary School. Funding source for the charter bus and admission, in the amount of \$5,622.00, will be through the District/LCAP.

Speaker: Frank Flores

The recommendation is to approve the field trip to Aquarium of the Pacific in Long Beach.

Motion_____ Second_____ Ayes_____ Nayes_____ Abstain_____ Absent_____

- 4.4.4 Williams Visitation Update and Reports.

Speaker: Rocio Muñoz

Summary: In accordance with Williams Settlement, California Education Code Section 1240 requires County Office of Education personnel to visit selected schools during the first 20 days of instruction. The purpose of the visit is to determine if students have "sufficient" standards-aligned instructional materials in four core subject areas and to determine if there are any facility conditions that pose an emergency or urgent threat to the health or safety of pupils or staff.

The recommendation is to approve the Williams Visitation Update for submission to the Kern County Superintendent of Schools.

Motion_____ Second_____ Ayes_____ Nayes_____ Abstain_____ Absent_____

- 4.4.5 2017-2018 Local Priorities Report.

Speaker: Rocio Muñoz

Summary: Surveys were conducted last year as part of the Local Control and Accountability development process and the findings are reported to the state

via the California Dashboard System. Prior to finalizing the information in the Dashboard, the information must be reported at an LEA's regularly scheduled governing board meeting. No action needed, this is an informational item.

4.4.6 Approval of an agreement between Ellevation Inc. and Richland School District.

Speaker: Rocio Muñoz

Summary: Services are aimed to address the state, federal and academic needs of English Language Learners. This system will support teachers and site administrators in the monitoring and also provide a consistent process district wide.

The recommendation is to approve the agreement with Ellevation Inc.

Motion_____ Second_____ Ayes_____ Naves_____ Abstain_____ Absent_____

4.5 BUSINESS SERVICES

4.5.1 Public Hearing - School Facilities Needs Analysis. (D)

Speaker: Martin Rodriguez

Summary: Cooperative Strategies has completed a study for the District regarding future growth and facility cost related to growth. The report shows that the District should adjust the Level 2 Developer Fees from \$6.40 to \$6.35 per square foot.

Public Hearing Opened: ____ p.m. Public Hearing Closed: ____ p.m.

4.5.2 A Resolution of the Board of Trustees of the Richland School District approving a School Facilities Needs Analysis, adopting Alternative School Facilities Fees in compliance with Government Code Section 65995.5, 65995.6 and 65995.7 and Section 17620 of the Education Code and making related findings and determinations.

Speaker: Martin Rodriguez

Summary: Annual Adoption of Level 2 Developer Fees collected from Residential Development in school district boundaries.

The recommendation is to implement the School Facilities Fees as per the Resolution and adopt Resolution No. 2018-20 approving School Facilities Needs Analysis and adopting alternative School Facility Fees Level Two Developer Fees from \$6.40 to \$6.35 per square foot. This item requires a roll call vote.

Motion_____ Second_____ Ayes_____ Naves_____ Abstain_____ Absent_____

4.5.3 Approval to award bid and enter into contract with Schreder & Brandt Mfg. as General Contract for installation of 2 portables at Richland Junior High School finding that they are the most responsive and responsible bidder.

Speaker: Martin Rodriguez

Summary: The district performed a bid process with a bid deadline of October 24, 2018. Schreder & Brandt Mfg. provided the documentation and the lowest bid to perform the work.

The recommendation is to award the bid from Schreder and Brandt. Mfg. as the lowest bidder to complete the work necessary for the addition of two (2) portable classrooms at Richland Junior High School.
Motion_____ Second_____ Ayes_____ Nayes_____ Abstain_____ Absent_____

5.0 OTHER ITEMS OF BUSINESS

5.1 Interdistrict Attendance Agreements. (A)(D)(V)

Speaker: Dr. Garcia

Summary: The recommendation is to approve the Interdistrict Agreement Requests as presented.

5.2 Superintendent's Report

Speaker: Dr. Garcia

5.3 Assistant Superintendent's Report

Speaker: Rocio Muñoz

5.3.1 Enrollment

Speaker: Rocio Muñoz

5.4 Chief Business Official's Report

Speaker: Martin Rodriguez

6.0 UPCOMING DISTRICT EVENTS

November 2018 Calendar of Events.

7.0 ITEMS FROM THE BOARD

Each Board Member may report about various matters involving the District. There will be no Board discussion except to ask questions and refer matters to staff and no action will be taken unless placed on an agenda for a subsequent meeting.

8.0 CLOSED SESSION

The Board may be required to adjourn to closed session for discussion on matters of personnel, security, negotiations, student discipline, litigation, or other matters as authorized by Government Code Sections 3459.1, 54956.6, 54956.8, 54957, and 54957.6 and Education Code Sections 35146 and 48914.

8.1 Approval to enter into closed session _____ p.m.

Motion_____ Second_____ Ayes_____ Nayes_____ Abstain_____ Absent_____

8.1.1 PUBLIC EMPLOYMENT/PUBLIC EMPLOYEE APPOINTMENT: Job Title: Yard Duty Supervisor (Junior High), Nutritional Services Technician I-Substitute, Custodian-Substitute, General Education Instructional Aide (Golden Oak), Yard Duty Supervisor-Substitute, Custodian-Substitute. (Government Code Section 54957). (D)(V)

8.1.2 PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE PURSUANT TO GOVERNMENT
CODE SECTION 54957. (D)(V)

8.2 Approval to reconvene from closed session _____ p.m.
Motion_____ Second_____ Ayes_____ Nayes_____ Abstain_____ Absent_____

8.3 Report out from Closed Session, if required.

9.0 ADJOURNMENT

Time _____ p.m.

Unless otherwise posted, the next regular scheduled meeting will be held:

Monday, December 10, 2018
6:00 p.m.
Golden Oak Elementary Cafeteria
195 S. Wall Street

Note: Any item of business on the agenda may, upon discussion by the Governing Board, be deemed actionable. Any person with a disability may request this agenda be made available in an appropriate alternative format. A request for disability-related modification may be made by a person with a disability, who requires modification or accommodation in order to participate in the public meeting, to Dr. Dago Garcia, Superintendent, during normal business hours of Monday through Friday, 7:30 a.m.- 4:30 p.m. Such a request must be made at least 48 hours prior to the meeting. All agenda documents distributed to Governing Board Members within 72 hours of a regular board meeting are available for public inspection at the Superintendent's Office located at 300 N. Valley Street, Shafter, CA 93263.