

**MINUTES OF THE ORGANIZATIONAL & REGULAR MEETING
FARMERSVILLE UNIFIED SCHOOL DISTRICT
BOARD OF TRUSTEES**

December 8, 2015

The organizational and regular meeting of the Board of Trustees of the Farmersville Unified School District was held the District Office Board Room, 571 E. Citrus, Farmersville, CA on December 8, 2015.

DATE & PLACE

Trustees Attendance

John Vasquez, President
Don Mason, Clerk
Lupe Fernandez, Trustee
Al Vanderslice, Trustee
Jorge Vazquez, Trustee

TRUSTEES
ATTENDANCE

Freddy Valencia, Student Board Member Arrived at 6:50 p.m.

Administration Present

Ofelia Ceja-Lariviere, Superintendent
Frank Silveira, Chief Academic Officer
Randy DeGraw, Director of Personnel
Rachel Mendez, Hester School Principal
Melinda Canning, Snowden School Principal
Richard Albay, Ed.D., Freedom School Principal
Loretta Aragon, Farmersville Jr. High School Principal
Lisa Whitworth, Farmersville High School Principal
Lupe Perez, Deep Creek Academy Principal
Raymond Navarro, Director of M.O.T. & Facilities
Jason Kaff, Business Manager/CBO
James Lohry, Director of Food Services
Jeff Higgins, Psychologist/DOSE
Iliana Hernandez, Director of Pupil Services
Chris De Leon, Network Manager

ADMINISTRATORS
PRESENT

The meeting was called to order at 6:45 p.m. by President John Vasquez.

CALL TO ORDER

The members of the assemblage pledged allegiance to the flag.

FLAG SALUTE

On a motion by Trustee Don Mason and seconded by Trustee Lupe Fernandez and carried: (Ayes: Don Mason, Lupe Fernandez, Al Vanderslice, Jorge Vazquez; Noes: None; Absent: None; Abstentions: John Vasquez), the Board approved the regular Board meeting minutes for October 27, 2015.

APPROVAL OF
REGULAR BOARD
MEETING MINUTES
FOR 10/27/15 (5.1)

On a motion by Trustee Don Mason and seconded by Trustee Al Vanderslice and carried: (Ayes: Don Mason, Lupe Fernandez, Al Vanderslice, Jorge Vazquez; Noes: None; Absent: None; Abstentions: John Vasquez),

APPROVAL OF
REGULAR BOARD
MEETING MINUTES
FOR 11/17/15 (5.2)

Board President Vasquez informed the audience he was turning the meeting over to Superintendent Lariviere to conduct the organizational meeting.

ANNUAL ORGANIZATIONAL MEETING

On a motion by Trustee John Vasquez and seconded by Trustee Lupe Fernandez, the Board voted unanimously to approve Don Mason as Board President.

BOARD PRESIDENT ELECTED (A1)

On a motion by Trustee Al Vanderslice and seconded by Trustee Don Mason and carried: (Ayes: Don Mason, Lupe Fernandez, Al Vanderslice; Noes: John Vasquez; Absent: None; Abstentions: Jorge Vazquez), the Board approved Lupe Fernandez as Board Clerk.

BOARD CLERK ELECTED (A2)

On a motion by Trustee John Vasquez and seconded by Trustee Jorge Vazquez and carried: (Ayes: John Vasquez, Jorge Vazquez; Noes: Don Mason, Al Vanderslice; Absent: None; Abstentions: Lupe Fernandez), the Board appointed Ofelia Ceja-Lariviere as Board Secretary.

BOARD SECRETARY APPOINTED (A3)

Trustee John Vasquez suggested the Board consider meeting one time per month. On a motion by Trustee John Vasquez and seconded by Trustee Jorge Vazquez, the Board voted unanimously to approve the Board meeting dates for 2016 as presented:

ESTABLISHMENT OF BOARD MEETING DATES (B)

January 19	July 11, 26 (Board Study Session)
February 9, 23	July 12
February 22 (Board Tour)	August 9, 23
March 15	September 13, 27
April 12, 26	October 11, 25
May 10, 24	October 24 (Board Study Session)
June 14	November 15
	December 13

On a motion by Trustee John Vasquez and seconded by Trustee Jorge Vazquez and carried: (Ayes: John Vasquez, Don Mason, Lupe Fernandez, Jorge Vazquez; Noes: Al Vanderslice; Absent: None), the Board approved the Authorized Signatures Form.

APPROVAL OF AUTHORIZED SIGNATURES FORM (C)

On a motion by Trustee Al Vanderslice and seconded by Trustee Don Mason and carried: (Ayes: Don Mason, Lupe Fernandez, Al Vanderslice, John Vasquez ; Noes: None; Absent: None; Abstentions: Jorge Vazquez), the Board approved Lupe Fernandez as Board Representative to vote in the 2016 Election of County Committee Members.

BOARD REPRESENTATIVE TO VOTE IN 2016 ELECTION OF COUNTY COMMITTEE MEMBERS (D)

The Board reviewed the forms to be completed: Statement of Facts.

FORMS TO BE COMPLETED BY BOARD (E)

The Board adjourned the annual organizational meeting at 6:59 p.m.

ADJOURNMENT (F)

Superintendent Lariviere presented John Vasquez with a recognition plaque for serving as Board President from December 2014 - December 2015.

AWARDS/
PRESENTATIONS
(6.1)

The Board recessed at 7:00 p.m. for refreshments.

REFRESHMENTS

REGULAR BOARD MEETING

The meeting was called to order at 7:11 p.m. by President Don Mason.

CALL TO ORDER

Trustees Attendance

Don Mason, President
Lupe Fernandez, Clerk
Al Vanderslice, Trustee
John Vasquez, Trustee
Jorge Vazquez, Trustee

BOARD MEMBER
ATTENDANCE

Freddy Valencia, Student Board Member

On a motion by Trustee John Vasquez and seconded by Trustee Al Vanderslice, the Board voted unanimously to approve the agenda including the following revision: Delete Item 15.8: Approval of Architectural Services Agreement with Mangini Associates for the New Vocational Education Building and Cafeteria Addition.

ADOPTION OF
AGENDA (4.1)

On a motion by Trustee John Vasquez and seconded by Trustee Jorge Vazquez, the Board voted unanimously to approve the consent calendar:

APPROVAL OF
CONSENT
CALENDAR
(5.3)

- 5.3 Approval of released warrants dated:
 - November 12, 2015 in the amount of \$134,444.37
 - November 17, 2015 in the amount of \$303,972.32

Freddy Valencia, Student Board Member, made an oral report to the Board regarding FHS activities.

AWARDS/
PRESENTATIONS
(6.2, 6.3)

Richard Albay, Ed.D., Freedom School Principal, presented Signature Program Recognition Certificates to the following:

Parent Honoree: Antonio Ramirez
Student Honoree: Mario Franco
Staff Honoree: Gabby Enriquez

Susan Martinez, parent, presented the board with a formal complaint against the High School administrator regarding an incident that occurred yesterday (December 7, 2015).

PUBLIC COMMENTS
(8.0)

Crystal Barrios, parent, addressed the Board regarding bullying. Mrs. Barrios stated her 7-year-old son has a learning disability and has come home with scratches and injuries from bullying at Snowden Elementary. Her son hurt himself at home and Child Protective Services (CPS) was called. Mrs. Barrios asked why CPS was not called when her child was injured at school.

John Alvarez, community member, addressed the Board regarding education. Mr. Alvarez asked the Board to move forward and let the teachers know that as a community things are getting better. As the LCAP chairman, he is very happy with the way things are moving.

PUBLIC COMMENTS
(8.0)

Billie Shawl and Maria Carbajal, representatives for Farmersville Community For Child Well Being, invited everyone to the Farmersville City Council meeting on December 15, 2015. They will receive a proclamation that night naming Farmersville as a Community for Child Well Being.

Alice Lopez, community member, addressed the board regarding board role, teacher training, food service staff, planning end-of-year events, and board meetings adjourning after 10:00 p.m. Mrs. Lopez stated the District needs to work together and requested the Board not bring back people who had a negative impact on the community.

Angel Garcia and Irma Medillin, El Quinto Sol de America, addressed the Board to request community support and collaboration for their organization which offers ESL classes, art and crafts, folkloric dance groups, and the ongoing Healthy Kids Zone Program.

James Lohry, Director of Food Services, invited everyone to the Super Bowl meal being offered on February 10, 2015.

Gaylen Quinzer, Executive Director of the Boys and Girls Club of the Sequoias including the Boys and Girls Club in Farmersville, spoke on the Lea Connigo Program in Farmersville. The project is to bring the community together to create a culture of literacy in Farmersville. They received a grant from the Regional Foundation which will allow them to kick the project into high gear and bring the community together to talk about helping the schools to help students learn to read.

On a motion by Trustee John Vasquez and seconded by Trustee Jorge Vazquez, the Board voted unanimously to approve the California Association for Bilingual Education Conference on March 22-25, 2016 in San Francisco, CA.

APPROVAL OF CA ASSOCIATION FOR BILINGUAL EDUCATION CONFERENCE (10.1)

On a motion by Trustee John Vasquez and seconded by Trustee Jorge Vazquez, the Board voted unanimously to approve the Jump Into English contract (ESL Classes for Adults).

APPROVAL OF JUMP INTO ENGLISH CONTRACT (ESL CLASSES FOR ADULTS) (12.1)

Trustee John Vasquez made a motion to approve the Imagine Learning Contract. Trustee Lupe Fernandez seconded the motion. The Board questioned the total cost of the contract (\$110,287.50 per year for a 5-year contract) and the fact that the first payment was due to the vendor on December 31, 2015, approximately two weeks from the board-approved date. The Board requested contracts be brought before the Board for approval in a more timely manner. Trustee Lupe Fernandez withdrew her second. Trustee Jorge Vazquez seconded the motion made by Trustee John Vasquez. The motion carried: (Ayes: John Vasquez, Jorge Vazquez; Noes: Lupe Fernandez, Don Mason, Al Vanderslice; Absent: None).

NON APPROVAL OF IMAGINE LEARNING CONTRACT (12.2)

On a motion by Trustee John Vasquez and seconded by Trustee Jorge Vazquez and carried: (Ayes: Don Mason, Lupe Fernandez, John Vasquez, Jorge Vazquez; Noes: Al Vanderslice; Absent: None), the Board approved the contracts for Supplemental Educational Service (SES) Providers for 2015-16: ACE Tutoring Services, Inc., #1 Academia de Servicio De Tutoria, #1 Achieve Academic Excellence, 1 iPad Gratis LLC, 1 Online Tutoring LLC, 1 to 1 Study Buddy Tutoring, Inc., A + Educational Centers, A Better Tomorrow Education, A Tree of Knowledge Educational Services, Inc., Above & Beyond Learning, Inc., Adaptive Learning LLC, ATS Project Success, Boys2MenGirls2Women Tutoring Services, California Tutoring Company, LLC (CA), Carter, Reddy & Associates, Inc., Club Z! In-Home Tutoring Services, Inc., Learn with iPads LLC, Professional Tutors of America, Inc., Sullivan Learning Systems, Inc., Sylvan Learning, Teach-n-Tutor, Inc., and Voice of Hope.

APPROVAL OF CONTRACTS FOR SUPPLEMENTAL EDUCATIONAL SERVICES (SES) PROVIDERS IN 2015-16 (12.3)

On a motion by Trustee Al Vanderslice and seconded by Trustee John Vasquez, the Board voted unanimously to approve Camille Berlin, Grade 5 Teacher at Freedom School.

APPROVAL OF GRADE 5 TEACHER (13.1.1)

On a motion by Trustee John Vasquez and seconded by Jorge Vazquez and carried: (Ayes: Don Mason, John Vasquez, Jorge Vazquez; Noes: Lupe Fernandez, Al Vanderslice; Absent: None), the Board voted unanimously to approve Jessica Fierro, Cafeteria Manager (District).

APPROVAL OF CAFETERIA MANAGER (13.2.1)

On a motion by Trustee John Vasquez and seconded by Trustee Jorge Vazquez, the Board voted unanimously to approve Teresa Bombela, Secretary II/Guidance (FHS).

APPROVAL OF SECRETARY II/GUIDANCE (FHS) (13.2.2)

On a motion by Trustee John Vasquez and seconded by Trustee Jorge Vazquez, the Board voted unanimously to approve Norma Guerra, Registrar/Attendance (FHS).

APPROVAL OF REGISTRAR/ ATTENDANCE (FHS) (13.2.3)

The Board reviewed the Personnel Action Report.

PERSONNEL ACTION REPORT REVIEWED (13.3)

On a motion by Trustee John Vasquez and seconded by Trustee Jorge Vazquez and carried: (Ayes: Don Mason, Lupe Fernandez, John Vasquez, Jorge Vazquez; Noes: Al Vanderslice; Absent: None), the Board approved the job description for District Community Liaisons.

APPROVAL OF JOB DESCRIPTION FOR DISTRICT COMMUNITY LIAISONS (13.4)

On a motion by Trustee John Vasquez and seconded by Trustee Jorge Vazquez and carried: (Ayes: John Vasquez, Jorge Vazquez; Noes: Don Mason, Lupe Fernandez, Al Vanderslice; Absent: None), the Board did not approve the job description and salary schedule for the Food Service Worker Lead positions.

NON APPROVAL OF JOB DESCRIPTION & SALARY SCHEDULE FOR FOOD SERVICE WORKER LEAD POSITIONS (13.5)

On a motion by Trustee John Vasquez and seconded by Trustee Jorge Vazquez and carried: (Ayes: Don Mason, John Vasquez, Jorge Vazquez; Noes: Lupe Fernandez, Al Vanderslice; Absent: None), the Board approved the job description for Web/Technology Specialist.

APPROVAL OF JOB DESCRIPTION FOR WEB/TECHNOLOGY SPECIALIST (13.6)

The Board reviewed the Board request for establishing a suggestion box for both employees and the public. Trustee Lupe Fernandez requested a suggestion box be made available at every site and district. The District purchased six suggestion boxes which have been distributed to all the school sites. The Board requested a suggestion box also be placed in the lobby of the District Office.

BOARD REQUEST ON ESTABLISHING SUGGESTION BOX FOR EMPLOYEES & THE PUBLIC REVIEWED (14.1)

The Board reviewed the information regarding board request on establishing a District Budget Committee. Trustee Lupe Fernandez requested information be provided to establish a district Budget Committee composed of Certificated, Classified, Administration and one or two board members. The request included calling other school districts to determine what they do. Five districts were contacted to determine if they had a budget committee that reviews budget revisions before a board meeting. Only one District has a budget review committee that performs that function. The committee meets once per month, the day before the Board meeting and is comprised of management, bargaining unit members and a couple of board members.

BOARD REQUEST ON ESTABLISHING A DISTRICT BUDGET COMMITTEE REVIEWED (14.2)

The Board reviewed the information regarding board request for a copy of Board Policy 1250. Trustee Al Vanderslice requested policy on Teachers admonishing parents or Board members. The District does not have such a policy. Board Policy 1250 states *“the Board encourages all individuals to attend in maintaining a safe and secure community environment by behaving in an orderly manner while on school grounds and by utilizing the district’s complaint processes if they have concerns with any district program or employee. In accordance with Penal Code 626.7, the principal or designee may request that any individual who is causing a disruption, including exhibiting volatile, hostile, aggressive, or offensive behavior, immediately leave school grounds.”*

BOARD REQUEST
FOR COPY OF
BOARD POLICY 1250
REVIEWED (14.3)

Trustee Al Vanderslice requested a copy of the Board policy regarding parents and Board members visiting the school sites. The Board reviewed Administrative Regulation 1250 regarding visitors, outsiders, registration procedure, Principal’s or designation registration authority and the appeal procedure.

BOARD REQUEST
REGARDING
ADMINISTRATIVE
REGULATION 1250
REVIEWED (14.4)

Trustee Al Vanderslice requested information on the cross-training of personnel. The Board reviewed the information regarding cross-training of personnel. At times it becomes necessary to request staff to fill in for other staff that may be out because of a medical condition, accident, etc. The District strategically tries to fill the need in a situation, keeping in mind to not cause a gap in another area or department.

BOARD REQUEST
FOR CROSS
TRAINING OF
PERSONNEL
REVIEWED (14.5)

Trustee Al Vanderslice requested information regarding Principal’s Designee. The Board reviewed the information regarding Principal’s Designee. At different times of the school year, the site administrator is asked to attend district or County meetings related to IEP’s, expulsions, interviews, training and/or conference. When this occurs, a designee is often asked to oversee the administrative responsibilities while the principal is out of the school site. The site administrators provided a list of their assigned designees.

BOARD REQUEST
FOR PRINCIPAL’S
DESIGNEE
REVIEWED (14.6)

Trustee Al Vanderslice requested information regarding attorney fees and for what reason we have paid from July 1, 2015 through November 15, 2015. Ofelia Ceja-Lariviere stated she was advised by the legal attorneys that because we do not have this item agenda sized for this meeting the Board can review attorney charges at the next Board meeting. Trustee Vanderslice stated the information provided did not include the total cost of the attorney fees. Superintendent Lariviere stated the total amount of the attorney fees could not be disclosed for purposes of confidentiality regarding District business including matters of labor, matters of negotiations that cannot be disclosed to the public. As a Board, you are welcome to review the attorney fees but it has to be agenda sized and it has to be done in closed session. Trustee Lupe Fernandez asked why the attorney fees were not agenda sized. Superintendent Lariviere stated because the Board asked for information. The Board can now request to have the attorney fees agenda sized.

BOARD REQUEST
ON ENCUMBERED
ATTORNEY FEES
FROM JULY 1, 2015
THROUGH
NOVEMBER 17, 2015
REVIEWED (14.7)

Trustee Al Vanderslice request information on Farmersville Unified School District credit cards, who has them, what they have been used for and how much including paperwork related to them from July 1, 2015 through November 17, 2015. Ofelia Ceja-Lariviere, Superintendent, stated the credit card information was given to the Board members in a separate binder. Trustee Vanderslice indicated the information was pretty jumbled up and hard to read. He found that a lot of the bills did not have a back up. The District paid the bill but there was no back up indicating was the purchase was for. Superintendent Lariviere requested Trustee Vanderslice let her know which items he needed back ups for.

BOARD REQUEST FOR CREDIT CARD EXPENSES FROM JULY 1, 2015 THROUGH NOVEMBER 17, 2015 REVIEWED (14.8)

Consideration was given to items that the Governing Board wished to have placed on the agenda for the next meeting.

CONSIDERATION OF ITEMS FOR NEXT MEETING (14.3)

Trustee Al Vanderslice stated he received notice yesterday about the High School Winter Program which was scheduled for yesterday evening. Had he known, he would have made arrangements to attend the Winter Program. He requested the sites provide advance notice to parents and the Board members regarding school site events. Lisa Whitworth, High School Principal, indicated the Winter Program was calendared and that parents were notified. Mrs. Whitworth apologized for the oversight.

Trustee Jorge Vazquez requested the following:

1. Where are we at with benchmarks and if the error that was on there had been corrected?

Trustee Lupe Fernandez requested the following:

2. For closed session, the attorney fees.
3. For discussion, how our parents are being notified about school site and District information including an update on the District app for parents.

On a motion by Trustee John Vasquez and seconded by Trustee Jorge Vazquez, the Board voted unanimously to approve the Budget Revision Report.

APPROVAL OF BUDGET REVISION REPORT (15.1)

Jason Kaff, Business Manager/CBO, made a PowerPoint Presentation regarding the First Interim Report. The First Interim is due to the Tulare County Office of Education by December 15, 2015 and reflects the budget and actual revenue and expenditures from July 1, 2015 to October 31, 2015. The report encompassed a budget report for all funds, as well as, multi-year projections for 2015-16, 2016-17 and 2017-18.

POWERPOINT PRESENTATION: FIRST INTERIM REPORT (15.2)

On a motion by Trustee John Vasquez and seconded by Trustee Jorge Vazquez, the Board voted unanimously to approve the First Period Interim Report and Positive Certification of Financial Status.

APPROVAL OF FIRST PERIOD INTERIM REPORT & POSITIVE CERTIFICATION OF FINANCIAL STATUS (15.3)

On a motion by Trustee John Vasquez and seconded by Trustee Jorge Vazquez, the Board voted unanimously to approve the January Budget Workshop on January 15, 2016 at Fresno County Office of Education. Jason Kaff, Business Manager/CBO, indicated the workshop was an all day workshop.

APPROVAL TO ATTEND JANUARY BUDGET WORKSHOP (15.4)

The Board reviewed the information regarding Board member request regarding a fraud hotline. Jason Kaff, Business Manager/CBO, explained how the fraud hotline worked. He contacted three vendors who provided the following pricing:

BOARD REQUEST ON FRAUD HOTLINE REVIEWED

In Touch - \$500.00 per year
Lighthouse - \$612.50 per year
Fraud Hotline - \$250.00 per year

On a motion by Trustee John Vasquez and seconded by Trustee Jorge Vazquez, the Board voted unanimously to approve the contract with SchoolWorks, Inc., for a professional services agreement. SchoolWorks will provide consulting services related to the State School Building Program. Under this agreement, SchoolWorks will prepare the needed documentation for the District to qualify in the State School Facility Program to maximize School Facility Program Funding.

APPROVAL OF CONTRACT WITH SCHOOLWORKS, INC. REVIEWED (15.6)

On a motion by Trustee John Vasquez and seconded by Trustee Jorge Vazquez, the Board voted unanimously to approve the Wells Fargo - Community Connections Grant Program Wonderful Giving. Hester School was chosen to receive a donation in the amount of \$250.00 as unrestricted funds.

APPROVAL OF WELLS FARGO - COMMUNITY CONNECTIONS GRANT PROGRAM/ WONDERFUL GIVING DONATION TO HESTER SCHOOL (15.7)

Raymond Navarro, Director of MOT & Facilities, advised the Board he had meetings set up with the sales representatives from the following vendors to get a price quote for Video Surveillance at Hester and Snowden Schools:

VIDEO SURVEILLANCE AT HESTER & SNOWDEN SCHOOLS DISCUSSED (16.1)

Pelco by Schneider Electric (Clovis, CA)
TYCO Integrated Security (Fresno, CA)

Mr. Navarro will bring the information back to the Board once he receives the price quotes.

Future regular board meetings will be held on January 19, 2016 (tentative) and February 9, 2016 (tentative).

FUTURE MEETING DATES (17.1)

The Board adjourned to closed session at 9:06 p.m. to discuss Public Employee Discipline/Dismissal/Release; and Conference with Labor Negotiator (G.C. 54956.7). It is the intention of the Board to meet in closed session to review its position and to instruct its designated reps: Agency Designated Representative: Randy DeGraw; Name of Organization: FTA, CSEA.

CLOSED SESSION
(20.0)

The Board returned to open session at 9:36 p.m.

OPEN SESSION

The Board did not take any action regarding Item 21.1: Public Employee Discipline/Dismissal/Release

NO ACTION TAKEN
RE: ITEM 21.1

The Board did not take action regarding Item 21.2: Conference with Labor Negotiator (G.C. 54956.7). It is the intention of the Board to meet in closed session to review its position and to instruct its designated reps: Agency Designated Representative: Randy DeGraw; Name of Organization: FTA, CSEA.

NO ACTION TAKEN
RE: ITEM 21.2

On a motion by Trustee by Lupe Fernandez and seconded by Trustee John Vasquez, the Board voted unanimously to adjourn the meeting at 9:37 p.m.

ADJOURNMENT
(22.0)

Respectfully Submitted,

Ofelia Ceja-Lariviere, Superintendent

Approved by,

Lupe Fernandez, Clerk of the Board