

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

January 12, 2017

**Kingsburg Elementary Charter School District Office Board Room  
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  
Russell Osato, Clerk  
Rev. Edward Ezaki, Member  
Connie Lunde, 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. Lunde, to approve the January 12, 2017, Board agenda with the following addenda:

- Addendum to Action Agenda 10. Job Descriptions
  - ✓ New Agenda Item 10.2.: Consider Approval of New Job Description: Administrative Assistant – Information Services
  - ✓ New Agenda Item 10.3: Consider Approval of Revised Job Description: District Office Secretary
- Addendum to Action Agenda: New Agenda Item 11.
  - ✓ Consider Approval of Revised 2016-17 Classified Administrative/Supervisory/Confidential Salary Schedule: New Category: Confidential – Administrative Assistant – Information Services
- Addendum to Action Agenda: New Agenda Item 12.
  - ✓ Consider Approval of Takeout Chicken Dinner Fundraiser for Rafer Johnson Jr. High School Chamber Choir – February 24, 2017 – March 24, 2017

- Addendum to Closed Session: Certificated Personnel: New Agenda Item 18.1.1.
  - ✓ Consider Acceptance of Resignation for Purposes of Retirement: 2<sup>nd</sup> Grade Teacher – Lincoln Elementary School
- Addendum to Closed Session: Classified Personnel: New Agenda Item 18.2.2.
  - ✓ Consider Approval of Request to Hire Paraprofessional, RSP – Rafer Johnson Jr. High School

Approved: Rev. Ezaki – Yes; Mrs. Lunde – Yes; Mr. Osato – Yes; Mrs. Smith Quinn – Yes;  
 Mr. Yanes - Yes  
 Motion Carried: 5-0

## DISCUSSION

### 5. Superintendent's Report

#### 5.1. Communications/Recognitions

- 5.1.1. Kingsburg Chamber Dinner, January 26, 2017 – The teacher of the year will be honored at the event. Our district's teacher, classified employee, and administrator, will be announced the day after the Chamber dinner.
- 5.1.2. Thank you to Nadine and her staff for all their hard work for the Christmas luncheon last month.
- 5.1.3. Thank you to Rafer Johnson Jr. High staff for helping families in need during the holiday season.
- 5.1.4. The *Kingsburg Recorder* did a story on our district's goals for this year, as well as the bond projects. We are close to being 1:1 on Chromebooks at all schools. Washington, Roosevelt, and Special Ed will receive touchscreen models. Jason and his staff are also working on the infrastructure.
- 5.1.5. Thank you to Denise Dedini for writing an article as part of her CPM research. Denise's article, "Embracing the Elephants," was published in the CPM Educational Program Newsletter.
- 5.1.6. Tami Richardson was selected as ACSA Region IX Secondary Co-Administrator. She will be honored at an ACSA dinner on February 27.
- 5.1.7. The Kingsburg Community Education Foundation funded \$1500 in "Reach the Teach Projects" for our district.
- 5.1.8. Thank you to Melanie for all her hard work in planning professional development days. Every year, our district receives money that has to be used solely for professional development. We had several teachers thank Melanie for a new instructional tool for their classrooms and for the quality of the professional development.

### 6. Assistant Superintendent's Report

- 6.1. Valley Performing Arts Council, under the direction of Yukari Thiesen, will be performing the Cinderella ballet on March 31 at 10:50 a.m. Yukari worked with the Hillblom Foundation to provide funds for students and chaperones to attend the ballet at the Saroyan.
- 6.2. Early Literacy Task Force – Melanie met with the task force last Monday. They are working on developing and refining the Tier 2 assessment system.
- 6.3. LCAP Input Meetings – School site principals are working with certificated, classified, and parent groups to make sure they input in the LCAP.

### 7. Chief Business Official's Report

- 7.1. Budget Update – Gov. Brown came up with the preliminary budget proposal. He is projecting a cost of living adjustment of 1.48%. The governor's office will implement deferrals again. He isn't making gap closures any more.
- 7.2. Grounds – The Grounds Department is getting bids for a new lawnmower.

- 7.3. Maintenance – The Maintenance Department added two double doors on the east corner of the Technology Building so they can move in equipment on pallets. The staff did a great job on the doors. They look beautiful!
- 7.4. Food Services – They have a preschool snack audit on February 8 and 9, 2017.

## **ADJOURN FOR PUBLIC HEARING**

### **PUBLIC HEARING**

Quarterly Report on Williams Uniform Complaints  
No comments were received from the public.

### **RECONVENE PUBLIC SESSION**

### **ACTION**

8. Consent Agenda
  - 8.1. Consider Approval of Minutes – December 12, 2016, Board Meeting
  - 8.2. Consider Approval of Cash Balances
  - 8.3. Consider Approval of Budget Report
  - 8.4. Consider Approval of Accounts Payable Report
  - 8.5. Consider Approval of Request to Surplus Equipment

Moved: Rev. Ezaki; Seconded: Mr. Yanes

Approved: Rev. Ezaki – Yes; Mrs. Lunde – Yes; Mr. Osato – Yes; Mrs. Smith Quinn – Yes;  
Mr. Yanes – Yes

Motion Carried: 5-0

### **BUSINESS SERVICES**

9. Consider Approval of Kingsburg Elementary Charter School District Audit Report, Year Ended June 30, 2016

Scott Faeth summarized the audit report for the fiscal year 2015-16. Mr. Faeth thanked Dr. Taylor and staff for working together to help them file the audit in a timely manner.

Moved: Mr. Yanes; Seconded: Rev. Ezaki

Approved: Rev. Ezaki – Yes; Mrs. Lunde – Yes; Mr. Osato – Yes; Mrs. Smith Quinn – Yes;  
Mr. Yanes – Yes

Motion Carried: 5-0

### **HUMAN RESOURCES**

10. Consider Approval of Revised Job Description
  - 10.1. Revised: Executive Assistant to the Superintendent
  - 10.2. New: Administrative Assistant – Information Services
  - 10.3. Revised: District Office Secretary

Moved: Mr. Yanes; Seconded: Mr. Osato

Approved: Rev. Ezaki – Yes; Mrs. Lunde – Yes; Mr. Osato – Yes; Mrs. Smith Quinn – Yes;  
Mr. Yanes – Yes

Motion Carried: 5-0

11. Consider Approval of Revised 2016-17 Classified Administrative/Supervisory/Confidential Salary Schedule: Confidential – Administrative Assistant – Information Services

Moved: Rev. Ezaki; Seconded: Mr. Yanes

Approved: Rev. Ezaki – Yes; Mrs. Lunde – Yes; Mr. Osato – Yes; Mrs. Smith Quinn – Yes;  
Mr. Yanes – Yes

Motion Carried: 5-0

## **ADMINISTRATIVE SERVICES**

12. Consider Approval of Takeout Chicken Dinner Fundraiser for Rafer Johnson Jr. High School Chamber Choir – February 24, 2017 – March 24, 2017

Moved: Rev. Ezaki; Seconded: Mr. Osato

Approved: Rev. Ezaki – Yes; Mrs. Lunde – Yes; Mr. Osato – Yes; Mrs. Smith Quinn – Yes;  
Mr. Yanes – Yes

Motion Carried: 5-0

13. Consider Approval of Quarterly Report on Williams Uniform Complaints

Moved: Rev. Ezaki; Seconded: Mr. Osato

Approved: Rev. Ezaki – Yes; Mrs. Lunde – Yes; Mr. Osato – Yes; Mrs. Smith Quinn – Yes;  
Mr. Yanes – Yes

Motion Carried: 5-0

## **PUBLIC COMMENT**

14. Public Comment on Agendized and Non-Agendized Items

No comments were received from the public.

15. Set Date, Time, and Location of Next Board Meeting: Tuesday, February 21, 2017, 4:00 p.m.,  
District Office Board Room

## **CLOSED SESSION**

16. Conference with Labor Negotiators (Government Code Section 5457.6)

16.1. Agency Designated Representative: Dr. Wesley Sever, Superintendent

16.2. Employee Organization: CSEA Unit No. 879

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

18. Public Employee Employment

18.1. Certificated Personnel

18.1.1. Consider Acceptance of Resignation for Purposes of Retirement: Carol Seaward, Second  
Grade Teacher – Lincoln Elementary School

18.2. Classified Personnel

18.2.1. Consider Acceptance of Resignation for Purposes of Retirement: Diana Snyder, Executive  
Assistant to the Superintendent

18.2.2. Consider Approval of Request to Hire Bethani Montgomery, Paraprofessional, RSP – Rafer  
Johnson Jr. High School

19. Pupil Personnel

- 19.1. Consider Interdistrict Transfer Requests (Pursuant to Education Code 48204)  
No requests were submitted for approval.

## **RECONVENE PUBLIC SESSION**

### **ACTION**

#### 20. Report of Actions Taken in Closed Session

Action Taken on Agenda Item 18.1.1.:

Moved: Mr. Yanes; Seconded: Rev. Ezaki, to accept resignation for purposes of retirement: Carol Seaward, Grade 2 Teacher, Lincoln Elementary School.

Accepted: Rev. Ezaki – Yes; Mrs. Lunde – Yes; Mr. Osato – Yes; Mrs. Smith Quinn – Yes;  
Mr. Yanes – Yes  
Motion Carried: 5-0

Action Taken on Agenda Item 18.2.1.:

Moved: Mrs. Lunde; Seconded: Mr. Osato, to accept resignation for purposes of retirement: Diana Snyder, Executive Assistant to the Superintendent.

Accepted: Rev. Ezaki – Yes; Mrs. Lunde – Yes; Mr. Osato – Yes; Mrs. Smith Quinn – Yes;  
Mr. Yanes – Yes  
Motion Carried: 5-0

Action Taken on Agenda Item 18.2.2.:

Moved: Mr. Yanes; Seconded: Rev. Ezaki, to approve the request to hire Bethani Montgomery, Paraprofessional, RSP – Rafer Johnson Jr. High School.

Approved: Rev. Ezaki – Yes; Mrs. Lunde – Yes; Mr. Osato – Yes; Mrs. Smith Quinn – Yes;  
Mr. Yanes – Yes  
Motion Carried: 5-0

#### 21. Adjourn

Meeting was adjourned at 5:35 p.m.