

West Park Elementary School District

Board Meeting Minutes

February 9, 2021

I. OPENING BUSINESS

- a. Call public Session to order by Board President Aida Garcia at 5:02 pm.
- b. Roll Call : Aida Garcia-Present
Thomas Deubert-Present
Mark Vivenzi-Present
Anna Benavidez-present
(1 Open seat)
- c. Pledge of Allegiance – Led by Aida Garcia
- d. Adopt Agenda;
Mr. Elizondo brings a new item to add to the agenda. We have received the three quotes from the HVAC companies that was requested at the last meeting. Board member Vivenzi questions why it was not included in the agenda sooner. We did not receive the last of the three quotes until earlier that morning. Board Member Vivenzi wants to move letter c. from consent calendar to action items. That is not possible. Approving the agenda is not approving the Consent Calendar. Board Member Vivenzi motions to adopt the agenda. Board member Deubert seconds the motion.
Vivenzi: No
Benavidez: Yes
Deubert: Yes
Garcia: Yes
1 Open Seat
- e. Board Appointee;
Mrs. Benavidez asks if Mr. Vigil will be attending, he will be attending closed session. Board Member Vivenzi wants to know if he has been released from medical leave. These type of questions are not appropriate for open session. Board President Garcia and Board Member Vivenzi met with the lawyer and it was discussed that there is no law against family members being on the board together. Board Member Vivenzi votes for Mrs. Vivenzi, Board Member Benavidez votes for Mrs. Vivenzi. Board Member Deubert votes for George Gonzalez, Board President votes for Mr. Gonzalez. There is much discussion between Board Members on trying to sway the other two. There is yelling and some words exchanged. Ultimately our options are to open it for 60 more days or move it to election. Board Member Vivenzi wants to move to election. Board Member Benavidez wants to move to election since there is no compromise. Board Member Deubert wants to go to 60 days. Board President wants to go to 60 days as well. Board Members continue to go back and forth trying to come to an agreement. Ultimately no decision was made and it will be tabled until next meeting.
- f. Identify Closed Session Topics of Discussion
- g. Allow for Public to comment on closed session topics

II. PUBLIC COMMENT PERIOD RE; CLOSE SESSION ITEMS

No comments from public at this time.

III. CLOSE SESSION:

Board Member Duebert motions to move to closed session. Board Member Vivenzi Seconds the motion

4 Yeas

0 Noes

1 Open Seat

Moved to Close Session at 5:44 pm

IV. RECONVENE TO OPEN SESSION:

Entered back into Open Session at 6:27pm. No action taken in closed session.

V. PUBLIC COMMENT PERIOD

Parent Comment: what is the date on the lunches mean? It is the "best by date". Is the re-freezing of the food nutritious? We will look into that and get back to the public.

VI. CONSENT CALENDAR

- a. Board Meeting Minutes January 11, 2021;
- b. Approve Current Invoices for payment for January, 2021;
- c. Approve Payroll Disbursement for January, 2021;

Board Member Vivenzi asks about #2. Thought it was paid in December. The check was submitted in December, the County may or may not have cleared the check until January. #5 CDWG what is that? It is a technology retailer. #4 computers? It is Ipads for students and MAC books for staff. Every child has a Chromebook. #7, workshops, US Bank? Those payments are the Board trainings and other trainings that need to be paid by a credit card. Board Member Benavidez asks what the limit of the dollar amount is before it requires Board Approval. \$5,000. The sealer cost more than \$5,000, that was approved back in September. Board Member Vivenzi asks about #8, the auditors, what does that entail? We, by law, have to have an auditing firm come in and audit the school. The Brown Act prefer that auditors get switched up every 2 years. The Board Bylaws and Brown Act is more for Governing the Board not running the school. Comment from public: when is the next audit due? The next audit is going on now. We get audited on attendance, cafeteria, all protocols, all billing, following the Ed-code, pretty much everything. One audit in the Summer and one in the Fall. The next meeting Ms. Padilla will bring the agreement with the auditors. The audit will come to the Board in May. The entered agreement that we have is a minimum of 3 years. #21, AJB Cleaning, why does their amount fluctuate? The holidays and breaks that we have we do not have cleaners coming in. #16, room dividers, what are we doing with these? Divided Room 5 to make cubicle type areas so the Paraprofessionals can talk to their students without a lot of background noise. #28 two different companies for uniforms, why? One company is for towels and aprons and the other company provides maintenance uniforms. #29 thermometers? Bought thermometers for our staff to self-vet at home before coming to work. #49 lock and key, did we get broken into? It was to repair 2 locks. In room 7 and Computer Center. We did not get broken into, just basic wear and tear made them go out. Mr. Elizondo mentions that the catalatic converter was stolen off of our Odyssey. Board Member Deubert motions to accept the Consent Calendar, Board Member Vivenzi seconds the motion.

Roll Call Vote:

Deubert: Yes
Vivenzi: Yes
Benavidez: Yes
Garcia: Yes

VII. COMMUNICATIONS (Oral Briefings)

Superintendent/West Park Elementary, R. Elizondo:

Mr. Elizondo gives brief update on the district.

- Mondays, still doing packet and meal distributions, unless there is a holiday then it is rescheduled to Tuesday.
- Community Meetings at 1PM
- February 11, 2021 - 2:30 ELAC Meeting via zoom
- February 15: school closed
- Surveys will be sent out to parents, teachers and students. Which will be presented to the Board.

West Park Elementary, R. Diaz:

- Ms. Diaz presents a slideshow PowerPoint on Elementary events.
- Ms. Diaz has Dataworks give a presentation on their program. We have been contracted with them for one year. We have no data from our school, they present data from other Counties. Board President Garcia wants to make sure it was only for one year since the numbers were so high, she wants a total amount of how much this program costs. 2 staff members in chat agree that we've had Dataworks for the past 2 years. Board President Garcia wants to know why it was stopped if it's such a great program. Ms. Diaz can provide her with the original contracts, so any other information she would have to get from the District Office. Ms. Diaz does not coach the program, Dataworks provides a Coach for the teachers. Ms. Diaz says that this program is designed to be a multi-year program to get the full benefit. The program was not renewed this year due to billing not being clear and with the pandemic, it made it near impossible for teachers to do the trainings when they are all working from home. Board Member Benavidez asks who requested and approved the purchases? All the purchase requests were given in the packet last meeting. Comment from public: that packet should be made public for everyone to see, there are names and emails in that packet. Some teachers give a brief oral feedback on their thoughts on the program.
- Gave a special shout out to Dina (Elementary Support Clerk)
- Shares interactive PDF that PE does with all students. PE Teacher Mr. Vela shares a brief oral presentation on the PE classes.
- As of Feb 1, all homework packets are on the website. (Thank you Mr. Randolph and Teachers).

Board Member Deubert Excuses himself from the meeting.

Comment from public: Mr. Dennis, children are struggling. Wants to give special shout out to all staff that he has come in contact with. Mr. Walleen and Mrs. Martinez have been very helpful. Wants to make sure that they know how appreciative he is.

WPECA, Ms. Robin Johnson:

- WPECA met with Mr. Vigil and Mr. Elizondo
- New Board Members have not heard the substitute proposal that was presented back in October. Hopefully it will be brought to the March meeting to go over.
- Teachers have a lot of questions on coming back to school, vaccines, testing, lots of what-ifs.

West Park Charter Academy, R. Elizondo:

- Mr. Elizondo presents a slideshow PowerPoint on WPCA events
- Enrollment is at 305. 208 in Fresno, 84 in Hanford
- All staff are to self-vet before they come to site
- Weekly appointments with students are still happening via zoom
- Mailed out honor roll certificates
- 2-day mid-cycle visit 2/22-2/23 WASC visiting committee.

VIII. MISCELLANEOUS REPORTS AND PRESENTATIONS

- a. Cash Flow Report and Revenue through January 2021;
Presented by Ms. Padilla, also presents enrollment/average daily attendance.
- b. Maintenance and Operations; Presented by Mr. Elizondo.
- c. Cafeteria Report; Ms. Medina is not in attendance so Mr. Elizondo reads some FAQs/Bullet points. Board Member Benavidez wants clarification about the vegetables and fruits being frozen. Clarify that we receive them frozen. Board Member Benavidez has questions about the sealer and where it is and why have we not received it yet. Ms. Padilla spoke to a manager telling them if we do not have an update this week, we're going to have to cancel the check, since we ordered it back in September. We paid the deposit on the sealer and the rest of the money will be paid to them once we receive the sealer. Board Member Benavidez notices the sealer we ordered is an industrial sealer that puts out 800 meals an hour, she thinks we might have overbought since we only have 300 students. Ms Padilla states we went with the sealer for sanitary food storage. When the kids come back they will have to eat in the classroom so the sealer trays will be better in sanitizing. We can still cancel and order something else if the board wants to. Mr. Randolph says we have 300 students, 5 meals a week breakfast and lunch. Board Member Vivenzi asks if the deposit was \$28,000. No the deposit was sent and the \$28,000 you see on the invoices is the check that we submitted but we have not sent it to the vendor yet. Board Member Benavidez asks how long we can hang on to the check. We can hold it for 6 months. Board Member Vivienzi asks that when the check is cashed doesn't it show up on accounts payable? Ms. Padilla answers Yes, once we request the check, the County sends us the check and then we send it to the vendor. We ordered the sealer back in September. We ordered the check from the County back in December, since we had to spend the money by December 31, 2020 since the funds were going to expire. So we are holding on to the check until we get the sealer before we pay the vendor. Board Member

Vivenzi said that when the people cash the check is when it shows up on our paperwork. Ms. Padilla said no, the checks show up on our paperwork once the check clears from the County. We have no control over how long the County takes to disburse the checks to us or when the vendor cashes it. Board Member Benavidez questions what the sealer company is saying as to why it's taking so long. The vendor is saying that they have less people working due to the Coronavirus. Board Member Vivenzi questions the Dataworks payment. The Board was told they were paid back in December. The check was submitted back in December. Mr. Elizondo brought a letter stating that the payment was made. Ms. Padilla stated when Mr. Elizondo made that statement we had submitted the check to the County for clearance. We do not generate checks here on campus. All the checks get approved through the County. We are following protocol and Ed-code, if there are questions about not doing things right then a meeting needs to be requested with her and the Superintendent. The sealer showed up on the report because the County released the check, we still have the check in our safe here at the school. If we cancel the sealer, then we are out that money in that check. Board Member Vivenzi said he went to a County meeting with Mr. Yovino that it got extended and that the funds will roll over and they won't be expiring. Ms. Padilla said there are 6 different grants. Which grant did Mr. Yovino mention that was extended? No clarification on which grant. Ms. Padilla says that as soon as she gets an update from the Sealer Vendor that she will give Board Member Benavidez a call. Board Member Benavidez says that the whole board should be called, not just one member. Ms. Padilla says that it should be specified if you're requesting information as a person or as a group, if it is a group then it will be in the agenda as a district are getting confused and stressed out. Ms. Padilla apologizes and removes herself from the meeting. Board Member Benavidez says that when we request information then we're requesting the information for the whole board. Mr. Randolph then asks Board Member Benavidez then when she came into our kitchen and questioned our kitchen manager, was she acting for the board or herself? Board Member Benavidez answers that she was acting for herself.

Meeting was brought to a halt at 9:05pm

- d. Technology Report; Randy Randolph

IX. DISCUSSION ITEMS/INFORMATION

Grade Distribution

J. Fimbres

X. ACTION ITEM

- a. APPROVAL: Set date for Resignation – West Park Elementary Classified Position: Paraprofessional
- b. APPROVAL: Request to fill Resignation – Pacific Union Preschool Classified Position: Paraprofessional.
- c. APPROVAL: Request to fill Resignation – Pacific Union Preschool Classified Position: Paraprofessional.
- d. APPROVAL: Inter-district transfer 2021-45.

XI. RETURN TO CLOSED SESSION (as needed)

XII. ADVANCED PLANNING
Next Board Meeting: March 8, 2021

XIII. ADJOURNMENT

Submitted for Approval

Anna Benavidez, Clerk
West Park Park Elementary School District, Board of Trustees
Fresno County, CA

Date