

West Park Elementary School District

Board Meeting Minutes

May 10, 2021

I. OPENING BUSINESS

- a. Call public Session to order by Acting Board President Aida Garcia at 5:02 pm
- b. Roll Call : Aida Garcia-Present
Thomas Deubert-Absent
Mark Vivenzi-Present
Anna Benavidez-present
(1 Open seat)
- c. Pledge of Allegiance – Led by Aida Garcia
- d. Adopt Agenda;
Board points out that there are items missing from Old Business, such as; IXL, Dataworks and Superintendents evaluation. Mr. Vigil ensures it will be talked about during his Superintendents presentation. Board member Vivenzi motions to adopt the agenda. Board member Benavidez seconds the motion.
Vivenzi: yes
Benavidez: Yes
Garcia: Yes
1 Absent
1 Open Seat
- e. Identify Closed Session Topics of Discussion; Mr. Vigil identifies the closed topics of discussion.
- f. Allow for Public to comment on closed session topics
- g. Immediately adjourn to closed session

II. PUBLIC COMMENT PERIOD RE; CLOSE SESSION ITEMS

No comments from the public at this time.

The Board mentions the April 14, 2021 minutes were missing, they will be brought to the next regular Board Meeting.

III. CLOSE SESSION:

Board Member Benavidez motions to move to closed session. Board Member Vivenzi seconds the motion.

Vivenzi: Yes

Benavidez: Yes

Garcia: Yes

1 Absent

1 Open Seat

Moved to Close Session at 5:08 pm

IV. RECONVENE TO OPEN SESSION:

Board Member Benavidez motions to return to open session, Board Member Vivenzi seconds the motion. Reconvene to Open Session at 6:13 pm.

3 Yeas

0 Noes

1 Absent

1 Open Seat

No Action was taken in Closed Session.

V. PUBLIC COMMENT PERIOD

No Comments at this time

VI. CONSENT CALENDAR

- a. Board Meeting Minutes March 11, 2021;
- b. Board Meeting Minutes April 12, 2021
- c. Approve Current Invoices for payment for April, 2021;
- d. Approve Payroll Disbursement for April, 2021;

Questions on some invoice numbers; number 22, AC repairs for room 22 & 11, which ACs did we just replace? Add to Old Business. Number 3, iPads purchased just for elementary? Yes, 30 iPads and 30 iPad Pencils. Number 5, Hanford rent, why is there fluctuation in the cost? Changes could be among common area increases, but will investigate further. Copy machines, how many are there and where? Number 12, says for host spots and phones, can we separate the cost to verify. Number 16, what is that? It is our liability insurance that we are required to have. Number 17, why does that number fluctuate? Due to Covid and many people using the sight, we have upped our days on cleaning services. Number 34, what building lease is that? It is our lease on the portable/modular. Number 52, when people go to conferences, do they report back what they learned? Normally yes. Number 28 & 47, we have solar and PG&E? Yes, the elementary uses solar and PG&E, the Hanford site uses only PG&E. Board Member Vivienzi motions to accept the consent calendar, Board Member Benavidez seconds the motion.

Vivenzi: Yes

Benavidez: Yes

Garcia: Yes

1 Absent

1 Open Seat

VII. OLD BUSINESS

Invoice Inquiries; Mr. Vigil

Mr. Vigil speaks on some invoice items. IXL was originally ordered by the Learning Director in 2019 and was renewed for this school year. It was suggested that we do not renew for the upcoming school year. The McGraw Hill invoice was a delayed invoice of books we received in August and we had to wait for an accurate invoice since the order was doubled.

Renaissance Scores; Jimmy Fimbres

Mr. Fimbres provides a slideshow and brief oral report on Renaissance Scores. Typically, we have three test administrations a year, due to Covid we only had one last year. The last assessment we had was December of 2020 (due to Covid). There have been some concerns

on how reliable the test results will be from this year since the tests were conducted at home and the environment was not regulated.

Weekly Engagement Form; Jimmy Fimbres

Mr. Fimbres presents what the engagement form looks like. At the beginning there was no guidance from the state until September when they put protocols. Attendance equals engagement. Work is required to account for a certain amount of minutes, not necessarily teaching all those minutes, but activities need to fulfill those minutes as well. Forms are processed a week behind since work is turned in a week later.

Teacher Survey; Mr. Vigil

Mr. Vigil goes over a training survey that the teachers were given. Not all teachers participated since it was voluntary. We will look back and try to get a grade range.

Organizational Chart; Mr. Vigil

Mr. Vigil presents the organizational chart and the manager list for the district.

Covid Grant Update; Mr. Vigil

Mr. Vigil presents all current Covid grants updates and the amount of funds left.

VIII. ACTION ITEMS

A. APPROVAL: Inter-District Transfer 2022-4 through 2022-5

Board Member Vivenzi motions to approve, Board Member Benavidez seconds the motion.

Vivenzi: Yes

Benavidez: Yes

Garcia: Yes

0 Noes

1 Absent

1 Open Seat

B. APPROVAL: Resolution 2021-6; School Recognition

Board Member Vivenzi wants to table until next meeting and have Students and staff recognition to be separated. Board Member Vivenzi motions to table until next meeting, Board Member Benavidez seconds the motion.

Vivenzi: Yes

Benavidez: Yes

Garcia: Yes

0 Noes

1 Absent

1 Open Seat

C. APPROVAL: Chromebooks for WPCA Graduating Seniors

Board Member Vivenzi motions to approve with the contingent that the Seniors either write a letter to the board on how they would use their chromebooks, or a short video presentation. Board Member Benavidez seconds the motion.

Vivenzi: Yes

Benavidez: Yes

Garcia: Yes

0 Noes

1 Absent

1 Open Seat

D. APPROVAL: Three-Year Audit Proposal

Board requests that we use the same company and have the company use a different internal auditor every year. Board Member Vivenzi motions to table the approval until next meeting after speaking with auditors if that is an option. Board Member Benavidez seconds the motion.

Vivenzi: Yes

Benavidez: Yes

Garcia: Yes

0 Noes

1 Absent

1 Open Seat

- E. APPROVAL: Set Date for Resignation: WPE Classified Position: Paraprofessional Board Member Vivenzi Motions to approve, Board Member Benavidez seconds the motion.

Vivenzi: Yes

Benavidez: Yes

Garcia: Yes

0 Noes

1 Absent

1 Open Seat

- F. APPROVAL: Set Date for Resignation: WPE Classified Position: Paraprofessional Board Member Vivenzi Motions to approve, Board Member Benavidez seconds the motion.

Vivenzi: Yes

Benavidez: Yes

Garcia: Yes

0 Noes

1 Absent

1 Open Seat

- G. APPROVAL: Set Date For Resignation: WPCA Certificated Position: IS Teacher Board Member Vivenzi Motions to approve, Board Member Benavidez seconds the motion.

Vivenzi: Yes

Benavidez: Yes

Garcia: Yes

0 Noes

1 Absent

1 Open Seat

- H. APPROVAL: Request to Open Classified Salary Negotiation

Board wants to see what surrounding districts data before opening negotiations, Classified Representative Mr. Bajada says that once negotiations get opened all that information will be presented to the Board. Board Member Vivenzi Abstains, no motion to approve.

Not Approved

- IX. COMMUNICATIONS (Oral Briefings)
Superintendent/West Park Elementary, R. Vigil:
Mr. Vigil gives brief update on the district.

- Update on fatality accident and what the school is doing to try and get a four way stop at that intersection and working on getting seatbelt signs up on campus.
- Graduation is on June 3rd at 6:30 PM on the black top. Charter Graduation is 5/25, 5/26 & 5/27 in 15 minute increments.
- Only 2 Superintendent's evaluations were turned in back in November.
- Perhaps a new evaluation process should be implemented and agreed upon by both Board and Superintendent
- Draft of CSBA Handbook for our District was submitted to the Board to look over.
- 2020/21 2nd interim report was positive which means we are fiscally sound. Copies of the audit report were given to the Board with no findings.
- Previous findings were that there were not enough eyes on the student body funds and we changed that from 2 people over seeing, to 4.
- Next LCAP meeting is Thursday, May 13 and 5pm
- Mr. Rosenbaum has provided the District with guidance on use of electronic communication during Board Meetings. The current protocol has not changed.
- Received a parent request for student to Bike to school, decision was delayed due to recent accidents.
- The Board and Mr. Vigil will work together to communicate and move forward together.
- To reach any kind of mediation, an investigation has to happen prior. Back in January there were a couple complaints and investigating is part of the mediation process.

West Park Elementary, R. Diaz:

- Ms. Diaz presents a slideshow PowerPoint on elementary events.
- Shout out to some staff members
- Shout out to the Science lab
- Making back packs for students to prepare for summer school and next school year
- One PD day is scheduled for June 7 for teachers
- About 8 teachers are interested in teaching summer school
- Graduation on blacktop on June 3 at 6:30 PM

West Park Elementary Certificated Association; Robin Johnson

- Mrs. Ortega presents a brief oral presentation on how children are excited to be back on campus and the challenges that this year has brought to teachers.
- Mrs. Ortega requests that the Board consider issuing a Hazard pay to Teachers as many surrounding Districts have done.

West Park Charter Academy, R. Elizondo:

- Mr. Elizondo presents a slideshow PowerPoint on WPCA events
- Enrollment is at 302. 205 in Fresno, 97 in Hanford
- Continuing on site health screening
- LCAP is drafted, next meeting is May 13 at 5PM
- Charter continues to meet virtually until end of School year (May 27th)

- ELCAP testing began in March and WPCA is 94% complete, have until the end of the year to complete.
- Hanford graduation to be held on Tuesday May 25
- Fresno graduation to be held on Wednesday May 26 & Thursday May 27
- WPCA staff check out day id Friday May 28th
- Classified wellness workshop was held today via zoom
- Conducting staff wolf chats the week of 5/17/2021
- Out of 54 graduating seniors, 28 are going to community college, 4 are going to a four year university, 4 are going to a vocational school, and 1 is going to the military.

X. MISCELLANEOUS REPORTS AND PRESENTATIONS

- a. Cash Flow Report and Revenue through February 2021;
Presented by Mr. Vigil, also presents enrollment/average daily attendance.
- b. Maintenance and Operations; Presented by Mr. Vigil.
 - Maintenance is cleaning each class twice a day, the hour and a half between cohorts each classroom is being sanitized.
 - Small walk-in freezer stopped working, freezer truck was rented.
 - April 20th at 10AM we had a frie drill, the drill was over at 10:07AM
 - Still awaiting a response back from DSA. We cannot move forward on other projects until DSA's response.
- c. Cafeteria Report; Presented by Mr. Vigil.
 - Small freezer was down, no food was damaged, freezer truck was rented.
 - Oven/heater is not working properly and will be serviced soon.
 - Still awaiting more cafeteria surveys

Add the Cafeteria survey results to "Old Business".
- d. Technology Report; Randy Randolph
Mr. Randolph gives brief technology update. The Board previously requested to know what our inventory was on Chromebooks, currently we have 1200 Chromebooks.

XI. DISCUSSION ITEMS/INFORMATION

Certificated Positions at WPCA for 2021/2022 School Year; Mr. Elizondo

Mr Elizondo presents a request for a need of new staff at the charter; PBIS/Liaison, High School Math Teacher, Reading Specialist. These positions will be brought to the June Board Meeting for approval.

2019/2020 Audit Presentation; Mr. Vigil

The Board requests a study session with Ms Padilla to go over the Audit presentation.

Offer of Employment to Certificated and Classified Staff; Mr. Vigil

Mr. Vigil presents the list of employment

XII. RETURN TO CLOSED SESSION (as needed)

Close session not needed.

XIII. ADVANCED PLANNING

Special Board Meeting scheduled for May 18 at 5:00PM – to discuss items that were not discussed or passed today.

Next regular meeting scheduled for June 14, 2021 at 5:00pm.

XIV. ADJOURNMENT

Board member Vivenzi motions to adjourn the meeting, Board Member Benavidez seconds the motion. The board meeting was adjourned at 9:32 pm.

Vivenzi: Yes

Benavidez: Yes

Garcia: Yes

0 Noes

1 Absent

1 Open Seat

Submitted for Approval

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

Date

