

**West Park Elementary School District**

**Special Board Meeting Minutes**

**September 28, 2020**

**I. OPENING BUSINESS**

- a. Call public Session to order by Aida Garcia at 4:37pm
- b. Roll Call : Aida Garcia-Present  
Thomas Deubert-Present  
Angelica Pineda-Absent  
Kimberly Vivenzi-present  
(Open seat)
- c. Pledge of Allegiance – Led by Mr. Vigil
- d. Adopt Agenda; Mr. Vigil moves to remove Discussion Item Board Bylaws and remove Action Item G; Board Bylaws and move it to October 12, 2020 meeting. Board Member Vivenzi motion to approve the agenda with the changes, Board Member Deubert Seconds the motion  
3 Yeas  
0 Noes  
1 Absence  
1 Open Seat
- e. Identify closed session topics of Discussion;
  - a. Conference with legal Counsel-Anticipated Litigation/Significant Exposure to Litigation: 1 potential matter (Gov. Code 54956.9(d)(2) and (3)
  - b. Public Employee performance evaluation
    - a. Evaluation Criteria
    - b. Title; Superintendent
- f. 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 Deubert motions to move to closed session. Board Member Vivenzi Seconds the motion

3 Yeas

0 Noes

1 Absence

1 Open Seat

Moved to Close Session at 4.42pm

**IV. RECONVENE TO OPEN SESSION:**

No action was taken in closed session. Board Member Duebert motions to return to open session, Board Member Vivenzi seconds the motion. Reconvene to Open Session at 5:09pm.

3 Yeas

0 Nays

- 1 Absence
- 1 Open Seat

**V. PUBLIC COMMENT PERIOD**

Comment from parent: the quality of the food is now frozen, and the bags that are being given out are not sealed, they are just the foldable bags. Mr. Vigil explains that the kitchen is open to suggestions, and with packaging food in sealed bags that a sealer is on order to seal the meal trays.

Comment from parent: Any updates on Covid testing for Teachers? Mr. Vigil says that he reached out to three different companies, two said that they would not be able to come on site, since the 20-minute testing option would have to be on their site.

Comment from parent: regarding the Zoom meeting for ELAC, what was the discussion? Mr. Vigil was the Spanish Speaker. The meeting was not recorded. They made a decision on President, Vice President and Secretary for ELAC. Went over the LCP, talked about the Con Ap, went over the services to EL families and talked about parent support for all parents to learn technology.

**VI. CONSENT CALENDAR**

- a. Board Meeting Minutes September 14, 2020;  
Consent calendar not voted on at all, tabled until October 12, 2020 meeting. Board Member Vivenzi wishes to have more time to go over them. Board Member Deubert states that he did not have time to read anything else, but he did read the minutes.

**VII. COMMUNICATIONS(Oral Briefings)**

Superintendent, R-G Vigil:

- Survey went out to parents regarding if our current school schedule is working for them; 54% Yes it works, 22% sometimes works, 14% does not work. Has the school reached out to contact you; 69% Said yes, 22% Sometimes, 9% said No. Which online instruction would you prefer; 39% said recorded, 61% said live instruction.
- Posting this information on the website for people to view. ELAC meeting happened on Thursday, in English and Spanish.

West Park Elementary, R-G Vigil:

- Parent Zoom meeting was today followed by a staff Zoom Meeting. Today marks the beginning of spirit week. We are applying for the state waiver to have students back on site and tabling it until it is time to move in that direction after board approval.
- Assessments for students will happen in October and November on a small scale.
- Continuing to outreach to students through optional home visits.
- Red Ribbon week October 26, 2020. Century Book Club starting October 19, 2020, an incentive to get kids to read more.
- We have received new copiers and training for them will be this week.
- October 5-9 is Fall Break and staff PD days will be on October 7 and October 8. Second Quarter starts October 12, 2020.
- Every other Monday starting today FCSS Migrant Program will be on site passing out food to our community from noon to two PM. Today they ran out of food at 1PM. Board Member Vivenzi requests that if they do run out of food that an additional parent square be sent out to let the community know.

- Board Member Vivenzi wants the public to know her priority is the best interest of this District and when she asks for more time to review things it is because she has already seen things she has not agreed with and she wants time to cross check before approving anything.
- Public Comment: Did the survey results include Charter? No just elementary. Mr. Elizondo said he will bring results for the Charter side to the next board meeting.
- Public Comment: If I need to get ahold of Ms. Diaz should I direct my questions towards Mr. Vigil? Yes, direct them to Mr. Vigil.
- Public Comment: Where will the polls be? Usually it is in our library, Mr. Vigil will reach out to find locations.

West Park Charter Academy, R. Elizondo:

- Self-vetting is still happening at each sites and before coming on sites.
- Renaissance training will be on October 12, 2020. October 23 is Red Ribbon Week, where they will be doing an essay and poster contest. November 5 is the Charter ELAC via Zoom.
- Mr. Elizondo presents a brief PowerPoint on WPCA Grade analysis for the last 3 Grading Periods. He will bring the report back in November board meeting for an update with final grades after quarter closes. Current enrollment is 294 in comparison to 2019/2020 Fall was 274.
- Public Comment: Is there any more information on Board Candidates other than what Mr. Vigil gave out during the parent Zoom Meeting? Mr. Vigil says there are currently 2 open seats, 1 four-year term and 1 2-year term. 4 people are running for the four-year term.
- After researching, we are unable to post anything on school property but to refer people to the elections office.
- If someone wants to run they do not need to contact the school first, just go to the elections office.
- If it is an appointment then they would check in to the District Office, but to be put on the ballot they would need to contact the elections office.
- Public Comment: We have teachers and paras missing this semester. Mr. Elizondo says We have some on Covid19 leave and we were unable to fill some positions as well.

**VIII. MISCELLANEOUS REPORTS AND PRESENTATIONS**

**IX. DISCUSSION ITEMS/INFORMATION**

- a. Telework Policy Draft;  
 Comment from public: will a copy of the teleworking draft be made public? If it passes tonight, then yes. Board member Vivenzi ask why not before it passes, Mr. Vigil says if we want people to have input then we can table it and move it to the October 12, 2020 meeting action item. Mr. Randolph says a copy is not available on the website that only the agenda is. We will get one posted tomorrow morning. (September 29, 2020). Mr. Randolph reads public comment: The association would like to have a look at it. Board Member Vivenzi agrees. When we get to action item H, we can table it until input has been received and revisions have been made.

- b. Board By-Laws;  
Moved to October 12, 2020 meeting.

**X. ACTION ITEM**

- a. APPROVAL: West Park Elementary Learning Continuity & Attendance Plan;  
Board Member Deubert motions to approve, Board Member Vivenzi Seconds the motion.  
3 Yeas  
0 Noes  
1 Absence  
1 Open Seat
- b. APPROVAL: West Park Charter Academy Learning Continuity & Attendance Plan;  
Board Member Deubert motions to approve, Board Member Vivenzi Seconds the motion.  
3 Yeas  
0 Noes  
1 Absence  
1 Open Seat
- c. APPROVAL: 2019-20 Unaudited Actuals;  
Presented by Mrs. Gustafson. Board Member Deubert motions to approve, Board Member Vivenzi Seconds the motion.  
3 Yeas  
0 Noes  
1 Absence  
1 Open Seat
- d. APPROVAL: Resolution No. 2021-01 GANN Amendment;  
Board Member Deubert motions to approve, Board Member Vivenzi Seconds the motion  
3 Yeas  
0 Noes  
1 Absence  
1 Open Seat
- e. APPROVAL: WPE Request to Hire Certificated Position, ELD Teacher;  
Question from public: Your asking for approval of a job that you already hired, how does that work? It depends on the time of year and in this case Covid, we have certain needs that we need to support our students. We hire and the candidates know that it is reliant on Board Approval. The ELD positon was approved back in February and we were unable to fill it until now. The position has been budgeted since July.  
Board Member Deubert motions to approve, Board Member Vivenzi seconds the motion.  
3 Yeas  
0 Noes  
1 Absence  
1 Open Seat
- f. APPROVAL: Resolution 2021-03 – Interfund Transfer;  
Mrs. Gustafson explains the Interfund Trasnfer. Board Member Vivenzi motions to approve, Board Member Deubert Seconds the motion.  
3 Yeas  
0 Noes  
1 Absence  
1 Open Seat

- g. APPROVAL: Board Bylaws;  
G was moved from this meeting and tabled until the October 12, 2020 meeting.
- h. APPROVAL: Teleworking Policy;  
Board Member Vivenzi wants clarification on Number 2 bullet point ii. "A unique societal condition", what those influences might be. Influences are considered symptoms of a pandemic. Board Member Vivenzi wants to make sure that documentation is required from a medical provider.  
Tabled to October 12, 2020 meeting until the Association can look it over and have input.

Board Member Deubert expresses his appreciation to the teachers and technology department, he understands how difficult it has been and wants to make sure he thanks them for the great job they are doing. Mr. Vigil adds that the parents deserve a thank you as well.

Comment from parent: adding on to what Board Member Deubert said, she appreciates the teachers keeping the students engaged and communicating with parents back and forth.

Comment from parent: Is there any way for us to get a grade portal online? We have a parent portal started about four or five years ago, it did not get a good reception. We will be more than happy to promote it again.

**XI. RETURN TO CLOSED SESSION (as needed)**

Close session not needed.

**XII. ADVANCED PLANNING**

Next meeting scheduled for October 12, 2020.

Question from a few teachers: Will we get a copy of the draft? Yes, it will be posted to the website tomorrow morning. Board Member Vivenzi clarifies that it is being tabled to get all input before moving forward.

**XIII. ADJOURNMENT**

Board member Deubert motions to adjourn the meeting, Board Member Vivenzi seconds the motion. The board meeting was adjourned at 6:27pm.

3 Yeas

0 Noes

1 Absence

1 Open Seat

Submitted For Approval

---

Tom Deubert, Clerk

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

---

Date