

West Park Elementary School District

Board of Trustees

Public Board Meeting

Monday, December 13, 2021

I. OPENING BUSINESS

- A. Call Public Session to Order at 5:03 PM
- B. Roll Call: Aida Garcia _Present_ Mark Vivenzi- Present
Anna Benavidez- Present (1 Open Seat)
- C. Pledge of Allegiance
- D. Adopt Agenda
Mr. Vivenzi motions to accept the agenda. Mrs. Benavidez seconds the motions.
Agenda accepted.
3 Yeas
0 Noes
2 Open seats
- E. Annual Organizational Meeting:
 - a) Swearing in of the Board Members- All board members are sworn in by Superintendent Vigil including new member Elect Kimberly Vivenzi.
 - b) Selection of Office Representation; President, Clerk and County Representative- Mrs. Benavidez nominates Mrs. Vivenzi for Board president. Mr. Vivenzi seconds the motion. Mrs. Vivenzi accepted as new Board President.
4 Yeas
0 Noes
1 Open Seat
Mrs. Vivenzi nominates Mrs. Benavides for board clerk. Mr. Vivenzi seconds the motion. Mrs. Benavidez approved for board clerk
4 yeas
0 noes
1 open seat

Board of Trustees Representative will be Mrs. Vivenzi and Mrs. Benavidez will be an alternative representative if Mrs. Vivenzi is unavailable.
4 Yeas
0 Noes
1 Open Seat
 - c) Selection of date and time of Regular Board Meetings
Mr. Vivenzi motions to meet every second Monday of each month at 5:30.
Mrs. Vivenzi seconds the motion,
4 Yeas
0 Noes
1 Open Seat

- F. Identify Closed Session Topics of Discussion
 - A. Interdistrict Transfer
 - B. Public Employee Performance Evaluation (Government Code 54957.1)
Title: Superintendent
 - C. Public employee discipline/release/dismissal/resignation
Charter Classified (2)
 - D. Public Employee Employment, Appointment (Management/ Certificated/
Classified Gov. Code Section 54957
 - a. Para (2)
 - b. Support Service Clerk (1)
 - c. Part Time Custodian (1)
 - d. Data Analyst (1)
 - e. Business Manager (1)

II. **PUBLIC COMMENT PERIOD RE: CLOSE SESSION ITEMS**

Mrs. Johnson comments- she hopes board members will hire people. The school needs support from paraprofessionals. Students are missing out because staff are doing other jobs.

III. **CLOSED SESSION:**

Mrs. Vivenzi motions to go to closed session. Mr. Vivenzi seconds the motion.
4 Yeas
0 Noes
1 Open Seat

Adjourned to closed session at 5:11

IV. **RECONVENE TO OPEN SESSION:**

Reconvene to open session at 6:23.

No decisions were made during closed session.

V. **Public Comment Period**

Mrs. Pineda has clarifying questions about the decisions made during closed session.

Mrs. Hamilton states that Mrs. Vivenzi went to her residence and informed her that she
Wanted Mr. Vigil out of his position and said that he was not hiring any positions.
However, during her last attended meeting she realized that the board had tabled all hires.
Mrs. Hamilton believes that the boards goal is to fire Mr. Vigil and they are not here for
students.

Mrs. Vivenzi informs everyone that the agenda was prepared by the previous board member Mrs. Garcia.

Mrs. Johnson asks that the board consider hiring new paras and increase their hours. This would give them time to build relationships with the students. She also asks that the board consider the pandemic relief for staff.

VI. **CONSENT CALENDAR:**

A. Routine business transactions, annual renewal of programs, bids, agreements, notices of public hearings, and proclamations:

- a. Special Board Meeting Minutes July 7, 2021
- b. Regular Board Meeting Minutes August 9, 2021
- c. Special Board Meeting Minutes August 11, 2021
- d. Special Board Meeting Minutes September 16, 2021
- e. Regular Board Meeting Minutes November 15, 2021
- f. Approve Current Invoices for Payment for November 2021
- g. Approve Payroll Disbursement for November 2021

Mrs. Vivenzi motions to approve the consent calendar. Mrs. Garcia seconds the motion. Motion to approve the consent item approved.

4 yeas

0 noes

1 open seat

VII. **OLD BUSINESS**

Accounts Receivable Corrected- all board members have received a copy of the corrected accounts receivable report from the last meeting.

Mr. Vivenzi has asked for all legal invoices and states he has not received them. Mrs. Vivenzi would like Mr. Vigil to read an email from Mark asking for said invoices, a list of grants and job descriptions.

Mr. Vigil states that Marvin Baker from FCSS assists with grants as well as with training and guidance.

VIII. **DISCUSSION ITEMS/INFORMATION**

Educator Effectiveness Funds 2021 Block Grant- Mr. Vigil reads the Educator Effectiveness Funds Grant for the Elementary and Charter. Mrs. Benavidez notices there is a discrepancy in the totals. Mr. Vigil will revise the document. Mrs. Benavidez would like the wording to change to reflect training is only available to teachers and paras. Mr. Vigil states that social emotional training would be beneficial for all staff who work with students.

Paraprofessional Increase Hours and Benefits- Information about increasing hours for paraprofessionals has been provided before. This change will deter staff from leaving the district and help with supervision issues.

Mrs. Vivenzi would like to know why the information states they would be paid 200 days and not 180 work days. Mr. Vigil states that this is calculating holidays.

IX. ACTION ITEM

- A. APPROVAL: 1st Interim Report
Mrs. Garcia motions to approve the 1st Interim Report
Mrs. Vivenzi seconds the motion. 1st Interim Report approved.
4 yeas
0 noes
1 open seat
- B. APPROVAL: Inter-District Transfers 2022-55 and 2022-59
Inter-District Transfer 2022-55 is tabled. More information is needed. Inter-district 2022-59 is approved
4 Yeas
0 noes
1 open seat
- C. APPROVAL: Inter-District Transfer 2023-1
Mrs. Vivenzi motions to approve inter-district 2023-1. Mrs. Benavidez seconds the motion. Inter-District Transfer 2023-1 approved
4 Yeas
0 Noes
1 Open Seat
- D. APPROVAL: Set date for Resignation: WPCA Classified Position: School Counselor
Mrs. Vivenzi motions to approve resignation. Mr. Vivenzi seconds the motion. Resignation approved
4 yeas
0 noes
1 absent
- E. APPROVAL: Request to hire WPE Classified Position: Paraprofessional
Mrs. Vivenzi motions to approve request to hire. Mrs. Garcia seconds the motion. Request to Hire is approved.
4 yeas
0 Noes
1 Absent
- F. APPROVAL: Request to hire WPCA Classified Position; Paraprofessional
Mrs. Vivenzi motions to approve. Mrs. Garcia seconds the motion. Request to hire is approved.
4 yeas
0 noes
1 open seat
- G. APPROVAL: Request to hire WPE Classified Position: Support Service Clerk

- Mrs. Garcia motions to approve the request to hire. Mr. Vivenzi does not approve.
- H. APPROVAL: Request to hire WPE Classified Position; Part Time Custodian
Mrs. Vivenzi motions to approved request to hire. Mrs. Garcia seconds the motion. Request to hire approved.
4 yeas
0 noes
1 open seat
- I. APPROVAL: Request to hire WPESD Classified Position: Data Analyst
Mrs. Garcia motions to approve the hire. There is no second. New hire not approved.
- J. APPROVAL: Request to hire WPESD Business Manager
Mrs. Vivenzi would like to change the title of position to CBO. Mrs. Benavidez motions to change the title of the position. Mrs. Vivenzi seconds the motion.
4 Yeas
0 Noes
1 Open Seat
- K. APPROVAL: Paraprofessional Increase Hours and Benefits
Mrs. Garcia asks how many full time paraprofessional positions will be available? Mr. Vigil states that it will be for any existing Paraprofessional. Mrs. Vivenzi states that this full time position is a new position and any and all candidates will need to apply. There needs to be a new job description outlined.
After discussion, it is determined that there will be two full time Para educator positions available. This position will be open to public and internal candidates. Mrs. Vivenzi motions to approve two full time paraprofessional positions. Mrs. Benavidez seconds the motion. Two full time paraprofessional positions approved.
4 yeas
0 noes
1 open seat
- L. APPROVAL: Pandemic Retention Funds
Mrs. Garcia motions to approve the pandemic retention funds. There is no second.

Mrs. Vivenzi adds that staff need to understand that a lot of information has not yet been provided. She knows that information given is not all correct or transparent. Mr. Vigil states that more information will be provided.

X. **COMMUNICATIONS**

SUPERINTENDENT/ WEST PARK ELEMENTARY

R-G. Vigil

Superintendent Mr. Vigil begins by informing all that Terry Vigil from CSBA has passed. She previously provided training for board member in April. Mr. Vigil continues by reading the report he prepared. He states that Santa will be visiting students. He also talks about the training Board members recently attended. Mrs. Vivenzi paid to attend but was not able to attend the trainings. Mrs. Benavidez shares that it was her first time attending and she appreciates all the information she learned. She looks forward to using

the information she learned and encourages all board members and superintendent to attend yearly.

Mr. Vivenzi adds that he learned that other districts are going through difficult times. Mrs. Vivenzi states that the training is the perfect opportunity to meet with similar districts.

WPECA Teachers

Robin Johnson

Mrs. Johnson states that board members got a letter in regards to an investigation. The teacher's association ask that the investigation come to a close. Mrs. Johnson continues to say that student safety is discussed in teacher meetings. SPED is in need of a Para educator to allow for completion of required minutes.

Mrs. Vivenzi inquires about the investigation and is informed by Mr. Vivenzi that the investigation has not yet closed. He includes that the results of the investigation will be presented in January. Mrs. Johnson asks if staff will receive the information of the case. All board members state that it is out of their hands and will be up to the investigators.

WEST PARK CHARTER ACADEMY

Ramiro Elizondo

Superintendent Mr. Vigil reads Mr. Elizondo's report. WASC accreditation is coming up. Mrs. Vivenzi request the WASC report.

WPCA Teachers

WPCA Teachers

Teacher Joe Gonzalez speaks in representation of WPCA teachers. He has been with WPCA for 15 years. He states that WPCA teachers will be more involved and proactive with the board meetings. Mr. Gonzalez invites board members to visit the charter sites. He also reads a letter from charter teachers stating that there is a staff shortage. The main reason for the shortage is pay. Mrs. Benavidez asks if there are any issues with COVID. Mr. Elizondo is to provide a report to the board.

XI. MISCELLANEOUS REPORTS AND PRESENTATIONS

The current District enrollment and average attendance

R-G. Vigil

Mr. Vigil reads the enrollment report.

The Cash Flow Report and Revenue through November 30, 2021

R-G. Vigil

Mr. Vigil reads the cash flow report. Mrs. Vivenzi asks for clarification. Mr. Vigil continues to read the report and Mrs. Vivenzi asks for more information.

Maintenance and Operations

Roy Diaz/ Vigil

Mr. Vigil reads Maintenance report

Cafeteria Report

Margie Medina//Vigil

Mr. Vigil reads cafeteria report. Mrs. Vivenzi would like to know if meals can be prepared for students during the break. Mr. Vigil states that there is no funding for this. Mrs. Vivenzi states that this would be nice to have and asks to make further inquiries to make this possible.

Technology Report

Randy Randolph//Vigil

Mr. Vigil Reads the technology report. Mrs. Benavidez asks to elaborate. Mr. Randolph explains that they are working on getting a direct connection for internet services.

XII. **RETURN to CLOSED SESSION as Needed**

No closed session needed.

XIII. **ADVANCED PLANNING**

Mrs. Vivenzi informs that the next meeting will be December 15 at 5:30 pm. Mrs. Vivenzi has prepared an agenda and shares this with Mr. Vigil. Mrs. Vivenzi motions to approve the agenda. Mr. Vivenzi seconds the motion.

3 Yeas

0 Noes

1 Abstain

0 Absent

Mrs. Vivenzi would like the agenda to be posted by the end of the meeting. Mrs. Benavidez informs that UCSF has been invited to have another vaccination clinic.

Mr. Vigil would like to review the agenda. Mrs. Garcia would like more information about the agenda.

XIV. **ADJOURNMENT**

Mr. Vivenzi motions to adjourn.

Mrs. Vivenzi seconds the motion.

Meeting adjourned at 7:48pm.