

Learning for all – no
limits, no excuses,
and unlimited
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Oak Run Elementary School District

Board of Trustees

Regular Board Meeting Minutes

Governance Team

Kansas Simonis, President
Dede Masala, Clerk
Candace Maurer, Member
Sean Kittrell, Member
Shawn Hill, Member

Agenda

Wednesday, August 9, 2023

4:00 PM

Oak Run Elementary School

27635 Oak Run to Fern Rd.

Oak Run, CA 96069

ORES D Office

Our Motto

To Ensure Learning For All, No Limits, No Excuses & Unlimited Possibilities.

We do this by building partnerships, maintaining high expectations, creating rigor, relevance, & responsiveness, providing more time & support, meeting the needs of the whole child, & being persistent & passionate about children.

Open Session

4:00 PM

1. OPENING BUSINESS

1.1. Call to Order

1.2. Roll Call / Establish Quorum

Kansas Simonis, President

Sean Kittrell, Member

Misti Livingston, Superintendent/Secretary

Dede Masala, Clerk

Shawn Hill, Member

Candace Maurer, Member

Staff & Public in Attendance

1.3. Pledge of Allegiance

1.4. Approval of Agenda

2. CONSENT ITEMS

Items listed under the Consent Calendar are considered to be routine and it is understood that the Administration recommends approval on all consent items. The Board of Trustees in one-motion takes action on consent items. There is no discussion of these items before the Board votes unless a Trustee, staff member, or public citizen requests specific items be discussed and/or removed from the Consent Calendar. Each item on the Consent Calendar that is approved by the Board of Trustees shall be deemed to have been considered in full and adopted as recommended.

2.1 Approval of Consent Items

a. Minutes from Special Board Meeting June 15, 2022

Dede Masala to approve item 2.1a and Sean Kittrell seconded it. A vote was taken with 5-0 in favor.

b. Approve Warrants

Dede Masala to approve item 2.1b and Sean Kittrell seconded it. A vote was taken with 5-0 in favor.

c. Quarterly Williams Report (April 2022 – June 2022)

Discussion: This is a yearly approval item to make sure we have all of the books and other curriculum necessary/needed for teaching every student. Dede Masala to approve item 2.1c and Sean Kittrell seconded it. A vote was taken with 5-0 in favor.

d. BP 6020 Parent Involvement (Annual Review)

Discussion: This is a yearly approval item. Dede Masala to approve item 2.1d and Sean Kittrell seconded it. A vote was taken with 5-0 in favor.

e. UCP Complaint Procedures (Annual Review)

Discussion: This is a yearly approval item. Dede Masala to approve item 2.1e and Sean Kittrell seconded it. A vote was taken with 5-0 in favor.

f. BP 5030 Student Wellness, BP/AR 3550 Food Service/Child Wellness, BP/AR 3551 Food Service Operations.

Discussion: This is a yearly approval item. Dede Masala to approve item 2.1f and Sean Kittrell seconded it. A vote was taken with 5-0 in favor.

3. CELEBRATION

3.1 **Recognition:** To our wonderful staff who worked so hard over the summer. Thank you!!

4. PUBLIC COMMENT

Agenda Items: The public may address agenda items in the Action, Non-Action, and Reports/Comments portions of the meeting, before board discussion on the topic, when recognized by the chairperson. Speakers are asked to identify themselves before they begin their comments and are allowed to speak one time per agenda item for up to two minutes.

Non-Agenda Items: The Board will listen to public comment on any item of interest not on the agenda that is within their jurisdiction. The Board may limit public comments to no more than 2 minutes pursuant to Board policy. *The Board may not respond to public comments on an item not on the agenda.* Questions, concerns and requests directed to the board will usually be deferred pending administrative and board consideration at a later meeting.

Process: Comments or suggestions may be made orally at the meeting or in writing (letter or e-mail). Suggestions or Comments can be made in the Suggestion Box in the school office or by e-mailing suggestions@oakrunschool.org. Staff will report on the progress of parent/community suggestions and, if needed, they will be added to the board agenda in the future.

5. ACTION ITEMS

5.1 **Action/ Discussion Item:** 2023/2024 SCOE Legal Services Consortium Agreement

Background: Basic Legal services provided by Lozano Smith, LLP one day per week. District cost is \$1,890.00 per year.

Recommendation: Approve

Discussion: This is our Legal team, should we need advice or guidance with personnel or anything education or business related. Dede Masala to approve item 5.1 and Sean Kittrell seconded it. A vote was taken with 5-0 in favor.

5.2 Action/ Discussion Item: 2023/2024 SCOE Driver Training Documentation Services

Background: SCOE will keep documentation of training at \$50.00/month.

Recommendation: Approve

Discussion: This is for a registered entity, SCOE, to keep our bus records for us.
Dede Masala to approve item 5.2 and Sean Kittrell seconded it. A vote was taken with 5-0 in favor.

5.3 Action/ Discussion Item: Tiffany Fulkerson’s Letter of Resignation

Recommendation: Approve

Dede Masala to approve item 5.3 and Sean Kittrell seconded it. A vote was taken with 5-0 in favor.

5.4 Action/ Discussion Item: Collect Tiffany Fulkerson’s debt owed to the district after her resignation, or have the District pay it.

Recommendation: Approve the collection

The Board was shown the amount owed by Tiffany. The decision was made to collect the debt owed by Tiffany Fulkerson from Tiffany Fulkerson. A motion was made by Dede Masala to approve the collection from Tiffany Fulkerson and Sean Kittrell seconded it. A vote was taken with 5-0 in favor. A letter will be composed by Misti Livingston and sent to Tiffany Fulkerson on behalf of the School District.

5.5 Action/ Discussion Item: 2022/2023 Uniform Complaint Annual Notice

Recommendation: Approve

Discussion: This is a yearly approval item.
Dede Masala to approve item 5.5 and Sean Kittrell seconded it. A vote was taken with 5-0 in favor.

5.6 Action/ Discussion Item: FULL SERVICE COMMUNITY SCHOOLS GRANT MOU

Recommendation: Approve

Discussion: We will have to hire someone to fill this full time job. We do not get many applicants, but will fly the position in hopes that we get some interest. We will also look to parent volunteers to see if someone is interested from that group of education partners. This is basically to hire someone to do all of the things that we want to do, but do not have enough personnel or time to do. To enhance the community connection and provide things that the community may need.
Dede Masala to approve item 5.6 and Sean Kittrell seconded it. A vote was taken with 5-0 in favor.

5.7 Action/ Discussion Item: Salary Schedules

Background: Salary Schedules were approved in April; however, they were not accurate and needed revising. The revised Salary Schedules are attached.

Recommendation: Approve

Discussion: It was explained that the salary schedules were approved in June of 2022. In July of 2023, SCOE noticed the salary schedules that were approved in June of 2022 were incorrect. Our District Accountant had kindly corrected our former Secretary’s mistakes and we need to re-approve the salary schedules. The contracts that were approved in June of 2023 need to be revised and re-approved based on these newly approved salary schedules, which is the next item to be discussed.
Dede Masala to approve item 5.7 and Sean Kittrell seconded it. A vote was taken with 5-0 in favor.

5.8 Action/ Discussion Item: Employee revised contracts to correlate with revised salary schedules.

Recommendation:

Approve

The following contracts have been revised to match the updated salary schedules: Michele Zollars (part time from full time Teacher), Kathy Borders (8 hr Teacher), Morgan Cole (6 hr Paraprofessional), Kim Paterson (8 hr Reading Specialist/Librarian), Kara Livingston (8 hr Paraprofessional), Andrea Sellers (6 hr Paraprofessional), Paul Wayne Freeman (8hr Bus Driver/Maintenance), Kerrie Stomps (8hr Cook), Becky Carr (4.5 hr Attendance Clerk/Front Office), Becky Carr (Music), Connie Starnes (4 hr Admin. Assistant), Juliana Schmidt (4 hr custodian). Teachers' salary schedule did not actually get updated. No changed to that one was necessary, according to our District Accountant., all contract salaries were discussed in length. The only contract that had questions was Kerrie Stomps. The Board agreed, after discussion, to pay her at the revised rate that is shown on her revised contract. Dede Masala to approve item 5.8 and Sean Kittrell seconded it. A vote was taken with 5-0 in favor.

6. NON-ACTION ITEMS:

6.1	<i>Report:</i>	Projected 2022-2023 Enrollment											
		<table style="margin-left: auto; margin-right: auto;"> <tr> <td style="padding-right: 10px;">TK-2</td> <td style="padding-right: 10px;">-</td> <td style="padding-right: 10px;">9</td> <td rowspan="3" style="font-size: 3em; padding: 0 10px;">}</td> <td rowspan="3" style="vertical-align: middle;">Total - 37</td> </tr> <tr> <td>3-5</td> <td>-</td> <td>15</td> </tr> <tr> <td>6-8</td> <td>-</td> <td>13</td> </tr> </table>	TK-2	-	9	}	Total - 37	3-5	-	15	6-8	-	13
TK-2	-	9	}	Total - 37									
3-5	-	15											
6-8	-	13											

6.2 *Discussion:* Required Keenan Trainings (online) – TBA

Blood borne Pathogens
Child Abuse: Identification & Intervention
Mandatory Reporting

Discussion: Misti: I do not know how to get these trainings going for our district. I have reached out to Mike Freeman for help with this. We will be waiting on him to either help us with this or point us to someone who can help.

6.3 *Discussion:* William Heartwick’s offer to write a book with Oak Run Students to have it published and proceeds go to them in their own bank accounts.

Discussion: William Heartwick offered to compose a children’s book with our students, to be sold in book stores. The idea is for all proceeds to be divided evenly among the students and placed into a bank account for them to grow interest on and use later in life.

6.4 *Discussion:* Our Board President, Kansas, would like to start holding her FFA program on school campus again.

Discussion: Kansas asked if she could hold her FFA meetings on campus, in the cafeteria, like it was done before. The Board did not have a problem with it. This item will be placed on September’s Board Agenda for approval.

7. OTHER REPORTS / COMMENTS

- 7.1 *Information:* District Leadership/District Advisory Committee / SSC
- 7.2 *Comments:* Boosters Club
- 7.3 *Comments:* Classified / Confidential / Certificate
- 7.4 *Comments:* Director / Superintendent

7.5 *Comments:*

Board Members

8. NEXT MEETING

8.1 Regular Board Meeting – Wednesday September 13, 2022 @ 4:00 pm

9. ADJOURN TO CLOSED SESSION

9.1 **54957 (b)(1)** Personnel – To discuss the appointment, employment, performance, evaluation, discipline, complaints about of dismissal of specific employee or potential employee.

10. REPORT OUT OF CLOSED SESSION

11. ADJOURN