

# Knights Ferry Elementary School District

12726 Dent Street; P.O. Box 840; Knights Ferry, CA 95361

REGULAR MEETING OF THE BOARD OF TRUSTEES

Thursday June 14, 2018

MEETING BEFORE THE PUBLIC

## Minutes

- 1.0 Call to Order This meeting of the Knights Ferry Elementary School District Board of Trustees was called to order at 5:02 PM by Mrs. Diane Noon.
- Establishment of Quorum A quorum was established with Mrs. Diane Noon, Mrs. Lisa Frymire and Mr. Michael McKibban present. Mrs. Bridgette Hobbs and Mrs. Mary Turner were absent.
- Personnel Present: Dr. Janet Skulina, Mrs. Anita Ivaschenko and Mrs. Amiee Ryan
- Guests Present: None  
Open Session was called to order at 5:02pm by Mrs. Diane Noon.  
*Public Comment:* None
- 2.0 Closed Session Closed Session was held from 5:02 to 5:47pm.  
There was no report from Closed Session:
- 3.0 Public Meeting The public portion of the meeting was called to order at 5:47pm with the flag salute lead by Mrs. Diane Noon.
- 4.0 Approval of Agenda Mr. McKibban would like to move Item 6.4 off of the Consent Agenda and bring it back in August. He also asked about the Pratt Architecture having a recommendation however, it is a discussion item. Mrs. Frymire moved, seconded by Mr. McKibban, to approve the Agenda as amended. The motion carried.  
Trustees Vote:  
Ayes-LF, MM, DN  
No – 0  
Absent – BH, MT  
*Public Comment:* None
- 5.0 Hearing Section
- 5.1 Public Comment *Public Comment:* None
- 5.2 Public Hearing of the 2018-2019 LCAP The Public Hearing for the 2018-2019 LCAP was held from 5:55pm to 6:20pm.  
Dr. Skulina explained that the LCAP has changed very little over the last two years. There is an increase in counseling and mentor services as well as the required increase in services for unduplicated pupils. Mr. McKibban asked a question about the

formatting of the LCAP as well as some of the goals listed.

*Public Comment:* None

5.3 Public Hearing of the 2018-2019 Budget

The Public Hearing for the 2018-2019 Budget was held from 6:20pm to 6:38pm.

Dr. Skulina explained the 2018-2019 Budget to the Trustees. Mrs. Noon asked a question regarding the modernization for the 7/8<sup>th</sup> grade classroom. Mr. McKibban asked a question about one of the budget lines.

*Public Comment:* None

6.0 Consent Agenda

6.1 Approval of Minutes

Mr. McKibban would like to approve all of the Bills and

6.2 Ratification of Bills & Warrants

Warrants with the withdrawal of his mileage reimbursement

6.3 Interdistrict Transfer Agreements

request. Mrs. Frymire moved, seconded by Mr. McKibban to approve the Consent Agenda as amended. The motion carried.

6.4 First Read of BP/AR

Trustees Vote:

1312.3, 3230, 3514.2, 3551, 3553, 4111, 4211, 4311, 4119.11, 4211.11, 4319.11, 4161.1, 4361.1, 4161.8, 1261.8, 4361.8, 4261.1, 5022, 5145.6, 6162.5

Ayes-LF, MM, DN

No – 0

Absent – BH, MT

Public Comment: None

6.5 Human Relations/Personnel

7.0 Discussion Items

7.1 Extra Pay/Stipends

Dr. Skulina explained that the District should consider adding extra duty pay or stipends to the Classified Salary Schedule for music, library and testing. Our Classified Staff often works outside their job descriptions conducting activities including music, running/organizing the library and completing student testing such as the ELPAC and PFT. The Board discussed how these activities are done within their regular paid hours. They concluded that any time spent doing extra duties outside of regular hours should be paid as overtime or used as Compensated (Comp) time.

*Public Comment:* None

7.2 Contract for Pratt Architecture

Dr. Skulina reported that in order to move forward with any facility plan or changes in the parking lot, architects are required to assist with developing plans, the bidding process

and working with CDE, DSA and OPSC. She explained the three different possible facilities improvement options that the District could choose from that were provided by the architect. The Board discussed which projects were more urgent and of more importance than the others. Mr. McKibban would like to know more about modular/re-locatable buildings vs. an actual permanent structure since we may be able to have access to funding. They would like to see another option created by combining two of the options.

*Public Comment:* None

## 8.0 Action Items

### 8.1 Executive Assistant to the Superintendent/School & District Secretary Job Description

Dr. Skulina explained that there was a change to the Superintendent/School & District Secretary Job Description regarding overtime/comp time versus extra days of service. Mr. McKibban moved, seconded by Mrs. Frymire to approve the change to the Superintendent/School & District Secretary Job Description. The motion carried.

Trustees Vote:

Ayes-LF, MM, DN

No – 0

Absent – BH, MT

*Public Comment:* None

### 8.2 2018-2019 Master Agreement

Dr. Skulina explained that the Master Agreement is drafted between the Knights Ferry Elementary School District and the Stanislaus County Office of Education for the services that will be provided to Knights Ferry by SCOE for the 2018-2019 school year.

Mrs. Frymire moved, seconded by Mr. McKibban to approve the 2018-2019 Master Agreement. The motion carried.

Trustees Vote:

Ayes-LF, MM, DN

No – 0

Absent – BH, MT

*Public Comment:* None

### 8.3 Cash in Lieu of Benefits

Dr. Skulina reported that health benefits are paid by the District one month in advance; however, the health insurance company terminates benefits immediately after an employee's resignation. The Board must approve to allow a one-time Cash in Lieu of benefits in the amount of \$833.33 to honor the District's \$10,000 yearly Health Insurance Cap for resigning employees that complete their contracts. The Bargain Unit (Teachers) have a letter of agreement/MOU to provide this Cash in Lieu of benefits, however, Classified/Confidential does

not.

Mr. Frymire moved, seconded by Mr. McKibban to approve the one-time \$833.33 Cash in Lieu of benefits for resigning Classified/Confidential employees that have completed their contracts. The motion carried.

Trustees Vote:

Ayes-LF, MM, DN

No – 0

Absent – BH, MT

*Public Comment:* None

8.4 Developer Fees  
Resolution  
#20172018005

In the matter of adopting Development Fees on residential and commercial and industrial development to fund the construction or reconstruction of school facilities, the Board must review and approve the Developer Fee Study.

Mr. McKibban moved, seconded by Mrs. Frymire to approve the Developer Fees Resolution #20172018005. The motion carried.

Trustees Vote:

Ayes-LF, MM, DN

No – 0

Absent – BH, MT

*Public Comment:* None

8.5 Minimum Wage  
Requirements

Dr. Skulina explained that as of January 1, 2019 teacher beginning salary must be \$41,600 and beginning Classified salaries must start at \$12.00/hour. The District recommends raising those bottom level salaries as of July 1, 2018, rather than waiting until January 1, 2019 so that the transition for Payroll goes smoothly. The Board discussed that if the teachers and the Board can come to an agreement in negotiations, it may cover the minimum wage requirement for those levels on the pay scale. The Board decided to take no action at this time.

*Public Comment:* None

8.6 Fence Improvements

The District has an estimate for three push-bar gates to be put in the fence for emergency evacuation purposes. The District also has an estimate for a privacy fence addition to the fence bordering the neighbor's house. Mr. McKibban had a concern regarding the privacy fence and how it would be done. The Board would like to verify what would be done before they approve the privacy fence.

Mr. McKibban motioned to approve the push bar fence and to bring the privacy fence quote back next meeting with more information. Mrs. Frymire seconded and the motion carried.

Trustees Vote:  
Ayes-LF, MM, DN  
No – 0  
Absent – BH, MT  
*Public Comment:* None

9.0 Reports and  
Announcements

9.1 Community

9.2 PTC

9.3 Teachers

9.4 Paraprofessionals

9.5 Custodian/Maint.

9.6 Administration

9.7 Superintendent/  
Principal

9.8 Board of Trustees

9.9 Good 'n' Plenty

9.10 Planning Ahead

10.0 Adjournment

*Community:* Nothing to report.

*PTC:* Nothing to report.

*Teachers:* Nothing to report.

*Paraprofessionals:* Nothing to report

*Custodian/Maint:* Not present

*Administration:* Mrs. Ivaschenko is training Mrs. Ryan to fill her position and it is going well.

*Superintendent/Principal:* Nothing to report.

*Board of Trustees:* Nothing to report.

*Good n' Plenty:* Nothing to report.

*Planning Ahead:* Next Regular Board meeting will be Thursday, June 28, 2018.

Adjourned at 7:35pm.

Respectfully,

Anita Ivaschenko, Administrative Assistant