

Richmond Board of Trustees
Regular Meeting
Tuesday, December 14, 2021
Open Session 7:00 P.M.
The meeting will be held in the **Gymnasium.**

The Board of Trustees of the Richmond School District welcomes you to this meeting. Members of the public may be heard on any item on the Board's agenda. Comments of the public on an item that appears on the agenda will be allowed during consideration of that item by the Board. While not required, the Board would appreciate it if you would identify yourself with your name and your address when addressing the Board.

1. **Open Session** **Call to Order at 7:00 p.m.**
 - 1.1 Flag Salute

2. **Public Comments**

This is an opportunity for any member of the public to address the Governing Board on any matter not on the agenda but which is within the jurisdiction of the Board.

3. **Annual Board Organization**
 - 3.1 Election of President
 - 3.2 Election of Clerk of the Board
 - 3.3 Approval of authorized signatures
 - 3.4 Approval of Board representative to elect members to the Lassen County Committee on School District Organization
 - 3.5 Appointment of Michael Cosgrove, Secretary to the Board
 - 3.6 Review of Board Bylaw 9100 Organization
 - 3.7 Review and/or revision of Board Bylaw 9320, Meetings and Notices
 - 3.8 Approval of Board Meeting Calendar for 2020
 - 3.9 Approval of Board Agenda Calendar for 2020
 - 3.10 Designation of Michael Cosgrove as representative to Lassen County SELPA

4. **Approval of Agenda**

5. **Reports from Richmond Organizations and Staff**
 - 5.1 **RCA**
 - 5.1.1 RCA Report

 - 5.2 **Superintendent/Principal Report**
 - 5.2.1 California Healthy Kids Survey (CHKS) Update
 - 5.2.2 GAMUT Policy Review Process

 - 5.3 **Director of Buildings and Grounds**
 - 5.3.1 Fire System – Results of 5 yr. Inspections and Needed Repairs

- 5.3.2 Gym Paint Project – Updated Costs
- 5.4 **Certificated Staff and Classified Staff Report**
 - 5.4.1 Certificated Staff Report
 - 5.4.2 Classified Staff Report
- 6. **Curriculum/Student Performance**
- 7. **Business**
 - 7.1 Approval/Discussion of Awarding Bid regarding the Gym Paint Project ACTION
 - 7.2 Approval/Discussion of delegating the authority to the Superintendent to negotiate and sign the Gym Paint Project Contract. (Ed Code 17604) ACTION
 - 7.3 Approval/Discussion of Paige Henry as coach for Drill Team. ACTION
 - 7.4 Approval/Discussion of Letter of Resignation of 2nd Grade Teacher - Samantha Rojas ACTION
 - 7.5 Approval/Discussion **Resolution 21/22-5 – Approving Budget Revisions** ACTION
 - 7.6 Approval/Discussion of Educator Effective Block Grant Expenditure Plan ACTION
 - 7.7 Approval/Discussion to approve endorsing LCOE’s letter to the Governor regarding the COVID-19 Vaccine ACTION
- 8. **Minutes**
 - 8.1 Approval of minutes of the regular meeting on November 18, 2021 ACTION
- 9. **Policy**
- 10. **Warrants**
 - 10.1 Approval of warrant list(s) for December ACTION
- 11. **Correspondence**
 - 11.1 Letter from Patricia Gunderson, County Superintendent, regarding approval of the 21/22 LCAP and the 21/22 Adopted Budget
- 12. **Information: Comments from Board Members**
- 13. **Closed Session**
 - No Closed Session
- 14. **Adjournment**

ORGANIZATION

Annual Organizational Meeting

The Board of Trustees shall hold an annual organizational meeting within the time limits prescribed by law. (Education Code 35143)

At this meeting the Board shall:

1. Elect a president and a clerk and/or vice president from its members
2. The Superintendent/Principal serves as secretary to the Board.
3. Authorize signatures
4. Develop a schedule of regular meetings for the year
5. Develop a Board calendar for the year
6. Designate Board representatives

(cf. 9140 - Board Representatives)

(cf. 9320 - Meetings and Notices)

Election of Officers

When the only members who have not served as officers are new to the Board, the Board may elect as (clerk)/(vice president) a Board member who has served in office.

The Board shall each year elect its entire slate of officers.

No Board member shall serve more than two consecutive year(s) in the same office.

(cf. 9224 - Oath or Affirmation)

Legal Reference: (see next page)

ORGANIZATION (continued)

Legal Reference:

EDUCATION CODE

5017 *Term of Office*

35143 *Annual organizational meeting date, and notice*

35145 *Public meetings*

GOVERNMENT CODE

54953 *Meetings to be open and public; attendance*

ATTORNEY GENERAL OPINIONS

68 *Ops. Cal. Atty. Gen. 65 (1985)*

59 *Ops. Cal. Atty. Gen. 619, 621-622 (1976)*

Bylaw

adopted: December 9, 2014

Reviewed: December 8, 2015

Reviewed: December 13, 2016

Reviewed: December 14, 2017

Reviewed: December 13, 2018

RICHMOND ELEMENTARY SCHOOL DISTRICT

Susanville, California

MEETINGS AND NOTICES

Meetings of the Board of Trustees are conducted for the purpose of accomplishing district business. In accordance with state open meeting laws (Brown Act), the Board shall hold its meetings in public and shall conduct closed sessions during such meetings only as authorized by law. To encourage community involvement in the district school, Board meetings shall provide opportunities for questions and comments by members of the public. All meetings shall be conducted in accordance with law and the Board's bylaws, policies, and administrative regulations.

(cf. 9321 - Closed Session Purposes and Agendas)
(cf. 9321.1 - Closed Session Actions and Reports)
(cf. 9322 - Agenda/Meeting Materials)
(cf. 9323 - Meeting Conduct)

A Board meeting exists whenever a majority of Board members gather at the same time and place to hear, discuss, or deliberate upon any item within the subject matter jurisdiction of the Board or district. (Government Code 54952.2)

A majority of the Board shall not, outside of an authorized meeting, use a series of communications of any kind, directly or through intermediaries, to discuss, deliberate, or take action on any item that is within the subject matter jurisdiction of the Board. However, an employee or district official may engage in separate conversations with Board members in order to answer questions or provide information regarding an item within the subject matter jurisdiction of the Board, as long as that employee or district official does not communicate the comments or position of any Board members to other Board members. (Government Code 54952.2)

(cf. 9012 - Board Member Electronic Communications)

In order to help ensure the participation of individuals with disabilities at Board meetings, the Superintendent/Principal or designee shall provide appropriate disability-related accommodations or modifications upon request in accordance with the Americans with Disabilities Act. (Government Code 54953.2, 54954.1)

Regular Meetings

The Board shall hold one regular meeting each month. Regular meetings shall be held at 7:00 p.m. on the second Thursday at the Richmond School Library unless otherwise noted at the Annual Organizational meeting.

At least 72 hours prior to a regular meeting, the agenda shall be posted at one or more locations freely accessible to members of the public and on the district's Internet web site. (Government Code 54954.2)

(cf. 1113 - District and School Web Sites)

MEETINGS AND NOTICES (continued)

Whenever agenda materials relating to an open session of a regular meeting are distributed to the Board less than 72 hours before the meeting, the Superintendent/Principal or designee shall make the materials available for public inspection at a public office or location designated for that purpose. (Government Code 54957.5)

(cf. 1340 - Access to District Records)

Special Meetings

Special meetings of the Board may be called at any time by the presiding officer or a majority of the Board members. However, a special meeting shall not be called regarding the salary, salary schedule, or other compensation of the Superintendent, assistant superintendent, or other management employee as described in Government Code 3511.1. (Government Code 54956)

(cf. 2121 - Superintendent's Contract)

Written notice of special meetings shall be delivered personally or by any other means to all Board members and the local media who have requested such notice in writing. The notice also shall be posted on the district's Internet web site. The notice shall be received at least 24 hours before the time of the meeting. The notice shall also be posted at least 24 hours before the meeting in a location freely accessible to the public. The notice shall specify the time and place of the meeting and the business to be transacted or discussed. No other business shall be considered at this meeting. (Education Code 35144; Government Code 54956)

Any Board member may waive the 24-hour written notice requirement prior to the time of the meeting by filing a written waiver of notice with the clerk or secretary of the Board or by being present at the meeting at the time it convenes. (Government Code 54956)

Every notice of a special meeting shall provide an opportunity for members of the public to directly address the Board concerning any item that has been described in the meeting notice, before or during the item's consideration. (Government Code 54954.3)

Emergency Meetings

In the case of an *emergency situation* for which prompt action is necessary due to the disruption or threatened disruption of public facilities, the Board may hold an emergency meeting without complying with the 24-hour notice and/or 24-hour posting requirement for special meetings pursuant to Government Code 54956. The Board shall comply with all other requirements for special meetings during an emergency meeting. (Government Code 54956.5)

MEETINGS AND NOTICES (continued)

An *emergency situation* means either of the following: (Government Code 54956.5)

1. An emergency, which shall be defined as a work stoppage, crippling activity, or other activity that severely impairs public health and/or safety as determined by a majority of the members of the Board

(*cf.* 4141.6/4241.6 - *Concerted Action/Work Stoppage*)

2. A dire emergency, which shall be defined as a crippling disaster, mass destruction, terrorist activity, or threatened terrorist act that poses peril so immediate and significant that requiring the Board to provide one-hour notice before holding an emergency meeting may endanger the public health and/or safety as determined by a majority of the members of the Board

(*cf.* 3516 - *Emergencies and Disaster Preparedness Plan*)

Except in the case of a dire emergency, the Board president or designee shall give notice of the emergency meeting by telephone at least one hour before the meeting to the local media that have requested notice of special meetings. All telephone numbers provided by the media in the most recent request for notification must be exhausted. If telephone services are not functioning, the notice requirement of one hour is waived and, as soon after the meeting as possible, the Board shall notify those media representatives of the meeting and shall describe the purpose of the meeting and any action taken by the Board. In the case of a dire emergency, the Board president or designee shall give such notice at or near the time he/she notifies the other members of the Board about the meeting. (Government Code 54956.5)

The minutes of the meeting, a list of persons the Board president or designee notified or attempted to notify, a copy of the roll call vote, and any actions taken at the meeting shall be posted for at least 10 days in a public place as soon after the meeting as possible. (Government Code 54956.5)

Adjourned/Continued Meetings

A majority vote by the Board may adjourn/continue any regular or special meeting to a later time and place that shall be specified in the order of adjournment. Less than a quorum of the Board may adjourn such a meeting. If no Board members are present, the secretary or the clerk may declare the meeting adjourned to a later time and shall give notice in the same manner required for special meetings. (Government Code 54955)

Within 24 hours after the time of adjournment, a copy of the order or notice of adjournment/continuance shall be conspicuously posted on or near the door of the place where the meeting was held. (Government Code 54955)

MEETINGS AND NOTICES (continued)

Study Sessions, Retreats, Public Forums, and Discussion Meetings

The Board may occasionally convene a study session or public forum to study an issue in more detail or to receive information from staff or feedback from members of the public.

The Board may also convene a retreat or discussion meeting to discuss Board roles and relationships.

(cf. 2000 - Concepts and Roles)

(cf. 2111 - Superintendent Governance Standards)

(cf. 9000 - Role of the Board)

(cf. 9005 - Governance Standards)

(cf. 9400 - Board Self-Evaluation)

Public notice shall be given in accordance with law when a quorum of the Board is attending a study session, retreat, public forum, or discussion meeting. All such meetings shall comply with the Brown Act and shall be held in open session and within district boundaries. Action items shall not be included on the agenda for these meetings.

Other Gatherings

Attendance by a majority of Board members at any of the following events is not subject to the Brown Act provided that a majority of the Board members do not discuss specific district business among themselves other than as part of the scheduled program: (Government Code 54952.2)

1. A conference or similar public gathering open to the public that involves a discussion of issues of general interest to the public or to school board members
2. An open, publicized meeting organized by a person or organization other than the district to address a topic of local community concern
3. An open and noticed meeting of another body of the district
4. An open and noticed meeting of a legislative body of another local agency
5. A purely social or ceremonial occasion
6. An open and noticed meeting of a standing committee of the Board, provided that the Board members who are not members of the standing committee attend only as observers

(cf. 9130 - Board Committees)

MEETINGS AND NOTICES (continued)

Individual contacts or conversations between a Board member and any other person are not subject to the Brown Act. (Government Code 54952.2)

Location of Meetings

Meetings shall not be held in a facility that prohibits the admittance of any person on the basis of ancestry or any characteristic listed in Government Code 11135, including, but not limited to, religion, sex, or sexual orientation. In addition, meetings shall not be held in a facility which is inaccessible to individuals with disabilities or where members of the public must make a payment or purchase in order to be admitted. (Government Code 54961)

(cf. 0410 - Nondiscrimination in District Programs and Activities)

Meetings shall be held within district boundaries, except to do any of the following:
(Government Code 54954)

1. Comply with state or federal law or court order or attend a judicial or administrative proceeding to which the district is a party
2. Inspect real or personal property which cannot conveniently be brought into the district, provided that the topic of the meeting is limited to items directly related to the property
3. Participate in meetings or discussions of multiagency significance, provided these meetings are held within one of the other agencies' boundaries, with all participating agencies giving the notice required by law
4. Meet in the closest meeting facility if the district has no meeting facility within its boundaries or if its principal office is located outside the district
5. Meet with elected or appointed state or federal officials when a local meeting would be impractical, solely to discuss legislative or regulatory issues affecting the district over which the state or federal officials have jurisdiction
6. Meet in or near a facility owned by the district but located outside the district, provided the meeting agenda is limited to items directly related to that facility
7. Visit the office of the district's legal counsel for a closed session on pending litigation, when doing so would reduce legal fees or costs
8. Attend conferences on nonadversarial collective bargaining techniques

MEETINGS AND NOTICES (continued)

9. Interview residents of another district regarding the Board's potential employment of an applicant for Superintendent of the district
10. Interview a potential employee from another district

Meetings exempted from the boundary requirements, as specified in items #1-10 above, shall still be subject to the notice and open meeting requirements for regular and special meetings when a quorum of the Board attends the meeting.

If a fire, flood, earthquake, or other emergency renders the regular meeting place unsafe, meetings shall be held for the duration of the emergency at a place designated by the Board president or designee, who shall so inform all news media who have requested notice of special meetings by the most rapid available means of communication. (Government Code 54954)

Teleconferencing

A teleconference is a meeting of the Board in which Board members are in different locations, connected by electronic means through audio and/or video. (Government Code 54953)

The Board may use teleconferences for all purposes in connection with any meeting within the Board's subject matter jurisdiction. All votes taken during a teleconference meeting shall be by roll call. (Government Code 54953)

During the teleconference, at least a quorum of the members of the Board shall participate from locations within district boundaries. (Government Code 54953)

Agendas shall be posted at all teleconference locations and shall list all teleconference locations whenever they are posted elsewhere. Additional teleconference locations may be provided to the public. (Government Code 54953)

All teleconference locations shall be accessible to the public. All teleconferenced meetings shall be conducted in a manner that protects the statutory and constitutional rights of the parties or the public appearing before the Board, including the right of the public to address the Board directly at each teleconference location. (Government Code 54953)

All Board policies, administrative regulations, and bylaws shall apply equally to meetings that are teleconferenced. The Superintendent/Principal or designee shall facilitate public participation in the meeting at each teleconference location.

MEETINGS AND NOTICES (continued)

Legal Reference:

EDUCATION CODE

- 35140 *Time and place of meetings*
- 35143 *Annual organizational meeting, date, and notice*
- 35144 *Special meeting*
- 35145 *Public meetings*
- 35145.5 *Agenda; public participation; regulations*
- 35146 *Closed sessions*
- 35147 *Open meeting law exceptions and applications*

GOVERNMENT CODE

- 3511.1 *Local agency executives*
- 11135 *State programs and activities, discrimination*
- 54950-54963 *The Ralph M. Brown Act, especially:*
- 54953 *Meetings to be open and public; attendance*
- 54954 *Time and place of regular meetings*
- 54954.2 *Agenda posting requirements, board actions*
- 54956 *Special meetings; call; notice*
- 54956.5 *Emergency meetings*

UNITED STATES CODE, TITLE 42

- 12101-12213 *Americans with Disabilities Act*
- CODE OF FEDERAL REGULATIONS, TITLE 28
- 35.160 *Effective communications*
 - 36.303 *Auxiliary aids and services*

COURT DECISIONS

Wolfe v. City of Fremont, (2006) 144 Cal.App. 544

ATTORNEY GENERAL OPINIONS

- 88 *Ops. Cal. Atty. Gen. 218 (2005)*
- 84 *Ops. Cal. Atty. Gen. 181 (2001)*
- 84 *Ops. Cal. Atty. Gen. 30 (2001)*
- 79 *Ops. Cal. Atty. Gen. 69 (1996)*
- 78 *Ops. Cal. Atty. Gen. 327 (1995)*

Management Resources:

CSBA PUBLICATIONS

The Brown Act: School Boards and Open Meeting Laws, rev. 2009

INSTITUTE FOR LOCAL GOVERNMENT PUBLICATIONS

The ABCs of Open Government Laws

LEAGUE OF CALIFORNIA CITIES PUBLICATIONS

Open and Public IV: A Guide to the Ralph M. Brown Act, 2nd Ed., 2010

WEB SITES

CSBA: <http://www.csba.org>

CSBA, Agenda Online:

<http://www.csba.org/Services/Services/GovernanceTechnology/AgendaOnline.aspx>

California Attorney General's Office: <http://www.ag.ca.gov>

Institute for Local Government: <http://www.ca-ilg.org>

League of California Cities: <http://www.cacities.org>

Bylaw

RICHMOND ELEMENTARY SCHOOL DISTRICT

adopted: December 9, 2014

Susanville, California

Reviewed: December 8, 2015

Reviewed: December 13, 2016

Revised: January 11, 2018

Reviewed: December 13, 2018

**Richmond School Board
Meeting Calendar
2022**

Meetings are scheduled for the second Thursday of each month unless noted and held in the Richmond School Resource Room/Gymnasium at 7:00 P.M.

January 13, 2022

February 10, 2022

March 10, 2022

April 21, 2022 (3rd Thursday due to Spring Break)

May 12, 2022

June 16, 2022- Special

June 23, 2022 - Regular

July – no meeting scheduled

August 11, 2022

September 8, 2022

October 13, 2022

November 10, 2022

December 15, 2022 (AB 2449 –Schedule meeting after 2nd Friday of December)

2022 Board Agenda Calendar

January	February	March
<ul style="list-style-type: none"> • Acceptance of Audit Report • Discussion of Budget/Midyear cuts • Approval for Consolidated Ap Part II • Continued discussion of curriculum plan • Approval of SARC 	<ul style="list-style-type: none"> • Ongoing discussion of budget • Review of programs/staffing levels for 21/22 • Discussion/action of proposed certificated lay offs • Williams Act quarterly statement • Approval of Safety Plan 	<ul style="list-style-type: none"> • 2nd period Interim Report • Ongoing discussion of budget • Proposed staffing levels 21/22 • Adopt 22/23 calendar • March 15 deadline certificated layoffs • Initial classified and certificated proposal - sunshine 30 days • Initial Board of Trustees sunshine proposal
<p style="text-align: center;">April</p> <ul style="list-style-type: none"> • Continued discussion of staffing levels 22/23 	<p style="text-align: center;">May</p> <ul style="list-style-type: none"> • Review of Summer projects • Draft 22/23 staffing plan • Proposed Classified layoffs for 22/23 • Consolidated Election documents if needed • Select representatives for graduation • Sign diplomas • Williams Act quarterly statement 	<p style="text-align: center;">June</p> <ul style="list-style-type: none"> • Adoption of 22/23 Budget • Classified layoffs if needed • Approval of Consolidated Ap Part 1 • Report of Actual Attendance • Approval of LCAP • Approval of Budget • Approval of SELPA Plan • Review Smarter Balanced Testing <p style="text-align: right;">June 8, 2022 Graduation</p>

<p>July</p>	<p>August</p> <ul style="list-style-type: none"> • Annual review of Policy 6145 Student Activities • Approve/deny Interdistrict Transfers • Williams Act quarterly statement • Approval of Master agreement • Approval of Resolution for EPA • Approval of Elective Contracts 	<p>September</p> <ul style="list-style-type: none"> • Annual Report of Student Performance 21/22 • Instructional Materials Resolution • 22/23 Fund Raising Calendar • Opening School Activities • Biennial Notice of conflict of Interest Code (even years) • Instructional Materials Public Hearing • Approve Unaudited Actuals • Adopt Gann limitations
<p>October</p> <ul style="list-style-type: none"> • Review CBEDS enrollment 	<p>November</p> <ul style="list-style-type: none"> • Annual notification of organizational Board meeting • Williams Act quarterly statement 	<p>December</p> <ul style="list-style-type: none"> • Organizational meeting • Board Bylaw meeting days and times • Review 1st period Interim Report • Review PE testing report

December 7, 2021

Mr. Michael Cosgrove
Principal
Richmond Elementary School
700-585 Richmond Road E.
Susanville, CA 96130

Dear Mr. Cosgrove,

Please accept this letter as notice of my resignation from the second grade teacher position at Richmond Elementary School. My last day of employment will be December 17, 2021.

I am extremely thankful and grateful for the opportunity to teach at Richmond, but after careful consideration, I believe that this is the best and correct decision for me and my family.

Thank you again for this opportunity and your understanding in this matter. I wish you and the entire staff here at Richmond nothing but the best.

Respectfully,



Samantha Rojas
2nd Grade Teacher
Richmond Elementary School

**RICHMOND SCHOOL
RESOLUTION 21/22-5
APPROVING BUDGET REVISIONS
RICHMOND ELEMENTARY SCHOOL DISTRICT**

WHEREAS, the Richmond Board of Trustees is responsible for the adoption and oversight of an annual budget; and

WHEREAS, it is necessary to review and amend the budget at regular intervals; and,

WHEREAS, per provisions of the California Education Code Section 42600, this resolution constitutes notification that budget revisions enumerated below have been approved by resolution:

BE IT RESOLVED, by action of the Governing Board of the Richmond School District that the attached list of budget revisions has been approved.

December 14, 2021, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAINED

I, Michael Cosgrove, Secretary to the Governing Board, do hereby certify that the foregoing is a full, true, and correct copy of the resolution passed and adopted by the governing Board at a regularly called and conducted meeting held on December 14, 2021.

Secretary to the Board

Tfr. 220001

Richmond Elementary School District Educator Effectiveness Plan 2021-2026

Allocation \$43,605.00

School Year	Amount	Description
2021-2022	\$0.00	Solution Tree: Implementing PLCs
2022-2023	\$15,000.00	PLC follow-up: Professional Development for Teachers
2023-2024	\$9,535.00	Professional Development opportunities for Teachers and Staff that is aligned with district goals and initiatives. This can include Continuing Education Credits and Specializations.
2024-2025	\$9,535.00	
2025-2026	\$9,535.00	
Total	\$43,605.00	

CDE guidance on use of funds can be found Here:

Presented and considered by Superintendent Michael Cosgrove at the Regular Board Meeting on November 18, 2021

Accepted by the Board of Trustees during the Regular Meeting on _____.

RICHMOND SCHOOL BOARD OF TRUSTEES
REGULAR MEETING
November 18, 2021
MINUTES

CALL TO ORDER Board President called the meeting to order at 7:01 p.m. Lead the flag salute.

MEMBERS PRESENT Sadie Albonico, Mark Rotlisberger, Tracy Langslet, Adam Runyan, Nick McBride

MEMBERS ABSENT N/A

OTHERS PRESENT Michael Cosgrove, Jeanette Goni, Tim Andersen, Amy Shepherd, Linda Lile, Mandy Cox

PUBLIC COMMENT No Public Comment

AGENDA APPROVAL MSCU (Runyan/McBride) approved the agenda.

Board Presentation

The Board presented a proclamation to Vicky Leitaker for her years of service in education in Lassen County. Vicky expressed her gratitude for the recognition.

RCA

RCA REPORT 5.1.1 It was announced that RCA is looking for parents to participate in RCA. It was also reported that work had started on the upcoming energy raffle and that Victoria Haproff and Leslie Perez were organizing the raffle. At the time of the meeting it was reported the next RCA meeting was schedule for December 7th at 5:00 p.m. via zoom. A link to the meeting would be available on RCA's Facebook page and Richmond's website.

Superintendent Report

CRDC REPORTING 5.2.1 The Superintendent provided an overview of the three year report. He announced the reporting window opens December 13th.

LCAP ADJUSTMENTS 5.2.2 The Superintendent reported that LCOE suggested changes in wording and itemized formatting regarding increased services. He confirmed there were no changes in goals, metrics, and actions.

VACCINE BOARD RESOLUTION 5.2.3 The Superintendent discussed the upcoming agenda item regarding vaccine choice. He also discussed the request from the County Superintendent, Patty Gunderson, asking for all administrators to collectively sign a County resolution.

Director of Buildings and Grounds

- 5.3.1 Tim provided information needed to prepare the FIT report.

Certificated Staff and Classified Staff Report

CERTIFICATED STAFF

- 5.4.1 Linda Lile reported on behalf of Certificated Staff. She reported classroom activities from grades K through 8.

CLASSIFIED STAFF

- 5.4.2 Mandy Cox reported on behalf of Classified Staff. She reported the consistency of behavior in the classroom and playground. She stated the Behavior Coordinator has made a positive impact.

Curriculum/Student Performance

- 21/22 FALL MAP 6.1 The Superintendent provided a comparison of the Fall MAP assessments results.

Business

GYM PAINT CONTRACT

- 7.1 The Superintendent recommended the gym paint contract be tabled to the December meeting.

WILLIAMS ACT QUARTERLY

- 7.2 MSCU (Albonico/Langslet) approved the Williams Act Quarterly Statement period ending July 2021.

WILLIAMS ACT QUARTERLY

- 7.3 MSCU (McBride/Albonico) approved the Williams Act Quarterly Statement period ending October 2021.

RESOLUTION 21/22-4

- 7.4 MSCU (Langslet/Albonico) approved **Resolution 21/22-4 – Resolution Calling for State Officials to Not Require the COVID-19 Vaccine for Student and Staff**

CBO CONTRACT

- 7.5 MSCU (Albonico/Runyan) approved the CBO Contract for 21/22 through 23/24 amending contract salary as Step 9 in 21/22, Step 10 in 22/23, and Step 11 in 23/24.

FACILITY MGR.
CONTRACT

7.6 MSCU (Albonico/Langslet) approved the Facility Manager Contract.

PUBLIC HEARING

7.7 MSCU (Runyan/Albonico) to open the public hearing concerning the Educator Effectiveness Block Grant Expenditure Plan.

7.7.1 The Superintendent discussed the funding in the amount of \$43,605 to be expended in the next five years.

7.7.2 The Board asked for input from the teacher in attendance. Heather Cluck proposed developing assessments to teach curriculum.

7.7.3 MSCU (McBride/Albonico) approved to close the public hearing.

7TH & 8TH GR.
BOYS' BB

7.8 The Board approved Chris Henry and Vic Rigling as the 7th and 8th grade Boys' Basketball coaches.

Ayes - McBride, Albonico, Rotlisberger, Runyan

Noes - None

Abstain - Langslet

LETTER OF
RESIGNATION

7.9 MSCU (McBride/Albonico) accepted the letter of resignation from Nancy Noah as paraprofessional.

Minutes

8.1 MSCU (McBride/Albonico) approved the minutes of the regular meeting on November 8, 2021.

Policy

No Report

Warrants

10.1 MSCU (Runyan/McBride) approved the warrant list(s) for November

General:	\$103,582.40
Cafeteria:	11,813.16
Deferred Maintenance:	0.00
Developer Fee:	0.00
Capital Outlay:	<u>0.00</u>
	\$115,395.56

Correspondence

- 11.1 Letter from Patricia Gunderson, County Superintendent, regarding Richmond Elementary School's Unaudited Actuals

Information: Comments from Board Members

- 12.1 The Board requested an agenda item be added to the December agenda to discuss the California Healthy Kids Survey.

CLOSED SESSION No Closed Session

ADJOURNMENT

Having no further business, the regular meeting adjourned at 7:55 p.m.

RICHMOND SCHOOL BOARD MEETING
December 14, 2021

BILL WARRANT TOTALS

OCTOBER Bills – Batch #12

FUND 01	GENERAL	\$ 7,789.44
FUND 13	CAFETERIA	\$ 178.43
FUND 14	DEFERRED MAINTENANCE	\$ 0.00
FUND 25	DEVELOPER FEES	\$ 0.00
FUND 40	CAPITAL OUTLAY	<u>\$ 0.00</u>
TOTAL MONEY PAID		\$ 7,967.87

TOTAL MONEY PAID	\$7,967.87
-------------------------	-------------------

Vendor/Addr Remit name Description Tax ID num Deposit type ABA num Account num EE ES E-Term E-ExtRef
 Req Reference Date

100876/00 BLACKBOARD INC. P.O. BOX 200154 PITTSBURGH, PA 15251

220056 PO-220056 11/16/2021 INV 1374689 21/22 SERVICES 1 01-0000-0-5900-0000-7200-0000-00 NN F 566.28 * 566.28 566.28
 TOTAL PAYMENT AMOUNT 566.28 *

101078/00 BRADY INDUSTRIES 7055 LINDELL ROAD LAS VEGAS, NV 89118

220071 PO-220071 12/01/2021 INV 6918392 CUSTODIAL SUPPLIES 1 01-0000-0-4300-0000-8200-0000-00 NN P 60.80 60.80
 220071 PO-220071 12/01/2021 INV 6941130 CUSTODIAL SUPPLIES 1 01-0000-0-4300-0000-8200-0000-00 NN P 48.22 48.22
 220071 PO-220071 12/01/2021 INV 6946754 CUSTODIAL SUPPLIES 1 01-0000-0-4300-0000-8200-0000-00 NN P 32.99 32.99
 220071 PO-220071 12/01/2021 INV 6967284 CUSTODIAL SUPPLIES 1 01-0000-0-4300-0000-8200-0000-00 NN P 68.95 68.95
 220071 PO-220071 12/01/2021 INV 6967285 CUSTODIAL SUPPLIES 1 01-0000-0-4300-0000-8200-0000-00 NN P 327.45 327.45
 220071 PO-220071 12/01/2021 INV 6992397 CUSTODIAL SUPPLIES 1 01-0000-0-4300-0000-8200-0000-00 NN P 112.44 112.44
 TOTAL PAYMENT AMOUNT 650.85 *

100040/00 C&S WASTE SOLUTIONS OF LASSEN COUNTY P.O. BOX 270780 SUSANVILLE, CA 96127

220002 PO-220002 12/01/2021 NOV/DEC SERVICES 1 01-0000-0-5520-0000-8200-0000-00 NN P 790.48 790.48
 TOTAL PAYMENT AMOUNT 790.48 *

100052/00 CAPITAL ONE WALMART PO BOX 60506 CITY OF INDUSTRY, CA 91716

PV-220101 11/16/2021 CUSTODIAL SUPPLIES 01-0000-0-4300-0000-8200-0000-00 NN 56.54 * 56.54
 TOTAL PAYMENT AMOUNT 56.54 *

Vendor/Addr	Remit name	Req Reference	Date	Description	Tax ID num	Deposit type	ABA num	Account num	EE	ES	E-Term	E-ExtRef
							Fd-Resc-Y-Objt-Goal-Func-Sch-DD	T9MPS	Liq Amt			Net Amount
100976/00	CATAPULTK12 5098 FOOTHILLS BLVD. SUITE 3, #396 ROSEVILLE, CA 95747											
220007	PO-220007	12/01/2021	NOV/DEC WEB SERVICES		1	01-0000-0-5800-0000-7200-000-00	NN	P	138.60			138.60
									TOTAL PAYMENT AMOUNT		138.60	138.60
100899/00	COUNTY CLEANERS 802 MAIN STREET SUSANVILLE, CA 96130											
PV-220098	12/07/2021	INV 3858 - TOWELS										
									TOTAL PAYMENT AMOUNT		45.00	45.00
100827/00	FGL ENVIRONMENTAL 853 CORPORATION STREET SANTA PAULA, CA 93060											
220023	PO-220023	10/28/2021	INV 178003A WATER TESTING		1	01-8150-0-5800-0000-8100-000-00	NN	P	37.00			37.00
220023	PO-220023	12/15/2021	INV 178719A WATER TESTING		1	01-8150-0-5800-0000-8100-000-00	NN	P	38.00			38.00
220023	PO-220023	11/30/2021	INV 178718A WATER TESTING		1	01-8150-0-5800-0000-8100-000-00	NN	P	172.00			172.00
									TOTAL PAYMENT AMOUNT		247.00	247.00
100088/00	FOREST OFFICE EQUIPMENT 720 MAIN STREET SUSANVILLE, CA 96130											
220009	PO-220009	11/30/2021	NOV/DEC COLOR COPIER		1	01-0000-0-5800-0000-7200-000-00	NN	P	334.40			334.40
220009	PO-220009	11/30/2021	NOV/DEC COLOR COPIER		2	01-0000-0-5800-1110-1000-000-00	NN	P	334.40			334.40
									TOTAL PAYMENT AMOUNT		668.80	668.80
100031/00	INLAND SUPPLY COMPANY INC PO BOX 10048 RENO, NV 89510											
220047	PO-220047	11/03/2021	INV 1055849 CUSTODIAL SUPPLIES		1	01-0000-0-4300-0000-8200-000-00	NN	P	438.38			438.38
									TOTAL PAYMENT AMOUNT		438.38	438.38

BATCH: 0012 DEC BILLS #12
Fund : 01 GENERAL FUND

Vendor/Addr Remit name
Req Reference Date Description Tax ID num Deposit type Fg-Resc-Y-Objt-Goal-Func-Sch-DD T9MPS ABA num Account num EE ES E-Term E-ExtRef Liq Amt Net Amount

100038/00 LASSEN COUNTY OFFICE OF EDUCAT
472-013 JOHNSTONVILLE ROAD N
SUSANVILLE, CA 96130

PV-220099 11/23/2021 INV 21/22-126 PARENTS' RIGHTS 01-0000-0-4300-0000-8200-000-00 NN 119.25
TOTAL PAYMENT AMOUNT 119.25 *

100039/00 LASSEN MUNICIPAL UTILITY DIST
65 SOUTH ROOP
SUSANVILLE, CA 96130

220004 PO-220004 11/24/2021 35778 PRIM MODL 1 01-0000-0-5510-0000-8200-000-00 NN P 107.81
220004 PO-220004 11/24/2021 45197 COMPUTER LAB 1 01-0000-0-5510-0000-8200-000-00 NN P 190.12
220004 PO-220004 11/24/2021 43357 GYMNASIUM 1 01-0000-0-5510-0000-8200-000-00 NN P 59.99
220004 PO-220004 11/24/2021 45198 STORAGE/PUMP 1 01-0000-0-5510-0000-8200-000-00 NN P 87.00
TOTAL PAYMENT AMOUNT 444.92 *

100041/00 MARTIN SECURITY SYSTEMS INC
P.O. BOX 47
SUSANVILLE, CA 96130

220008 PO-220008 11/30/2021 NOV/DEC COMPUTER LAB 1 01-1100-0-5800-1110-2420-000-00 NN P 102.00
220008 PO-220008 11/30/2021 NOV/DEC FIRE ALARM 2 01-8150-0-5800-0000-8100-000-00 NN P 240.00
TOTAL PAYMENT AMOUNT 342.00 *

100675/00 MORGAN COMPANY, RAY
3131 ESPLANADE
CHICO, CA 95973

220001 PO-220001 12/02/2021 NOV/DEC COPIER MAINT 1 01-0000-0-5800-1110-1000-000-00 NN P 245.92
220001 PO-220001 12/02/2021 NOV/DEC COPIER MAINT 2 01-0000-0-5800-0000-7200-000-00 NN P 245.92
220070 PO-220070 11/06/2021 INV 3515274 COPIER STAPLES 1 01-0000-0-4300-0000-8200-000-00 NN F 31.64
220070 PO-220070 11/06/2021 INV 3515274 COPIER STAPLES 2 01-0000-0-4300-1110-1000-000-00 NN F 31.64
TOTAL PAYMENT AMOUNT 555.12 *

ACCOUNTS PAYABLE PRELIST
 BATCH: 0012 DEC BILLS #12
 Fund : 01 GENERAL FUND

Vendor/Addr Remit name
 Reg Reference Date Description Tax ID num Deposit type Fd-Resc-Y-Objt-Goal-Func-Sch-DD T9MPS ABA num Account num EE ES E-Term E-ExtRef
 Liq Amt Net Amount

101020/00 PLUMAS-SIERRA TELECOM
 P.O. BOX 1057
 PORTOLA, CA 96122-1057

220003 PO-220003 12/01/2021 NOV/DEC BROADBAND SVC 1 01-0000-0-5900-0000-7200-000-00 NN P 192.10 192.10
 TOTAL PAYMENT AMOUNT 192.10 *

100036/00 Staub & Sons, ED
 P.O. BOX 488
 KLAMATH FALLS, OR 97601-0339

220051 PO-220051 11/08/2021 INV 6193286 PROPANE 1 01-0000-0-5530-0000-8200-000-00 NN P 335.67 335.67
 220051 PO-220051 11/08/2021 INV 6193285 PROPANE 1 01-0000-0-5530-0000-8200-000-00 NN P 549.38 549.38
 220051 PO-220051 11/24/2021 INV 6307761 PROPANE 1 01-0000-0-5530-0000-8200-000-00 NN P 410.40 410.40
 220051 PO-220051 11/24/2021 6307760 PROPANE 1 01-0000-0-5530-0000-8200-000-00 NN P 727.58 727.58
 TOTAL PAYMENT AMOUNT 2,023.03 *

100736/00 US BANK EQUIPMENT FINANCE
 P.O. BOX 790448
 ST LOUIS, MO 63179-0448

220013 PO-220013 11/16/2021 INV 458186210 DEC COPIER 1 01-0000-0-5800-0000-7200-000-00 NN P 255.55 255.55
 220013 PO-220013 11/16/2021 INV 458186210 DEC COPIER 2 01-0000-0-5800-1110-1000-000-00 NN P 255.54 255.54
 TOTAL PAYMENT AMOUNT 511.09 *

TOTAL Fund PAYMENT 7,789.44 **

Vendor/Addr Remit name
 Reg Reference Date Description
 100052/00 CAPITAL ONE

WALMART
 PO BOX 60506
 CITY OF INDUSTRY, CA 91716

Tax ID num Deposit type
 Fd-Resc-Y-Objt-Goal-Func-Sch-DD T9MPS

ABA num	Account num	EE	ES	E-Term	E-ExtRef
Liq Amt	Net Amount				
13-5310-0-4300-0000-3700-000-00 NN					2.08
13-5310-0-4700-0000-3700-000-00 NN					36.13
13-5310-0-4300-0000-3700-000-00 NN					42.74
13-5310-0-4700-0000-3700-000-00 NN					19.90
13-5310-0-4700-0000-3700-000-00 NN					77.58
TOTAL PAYMENT AMOUNT	178.43 *				178.43

TOTAL Fund	PAYMENT	178.43 **			178.43
TOTAL BATCH PAYMENT		7,967.87 ***	0.00		7,967.87
TOTAL DISTRICT PAYMENT		7,967.87 ****	0.00		7,967.87
TOTAL FOR ALL DISTRICTS:		7,967.87 ****	0.00		7,967.87

Number of checks to be printed: 17, not counting voids due to stub overflows.



Lassen County Office of Education

472-013 Johnstonville Road North · Susanville, CA 96130-8752
530.257.2196 Fax 530.257.2518

Patricia Gunderson, Superintendent

November 10, 2021

Michael Cosgrove, Superintendent
and
Members of the Board of Trustees
Richmond Elementary School District
700-585 Richmond Road, East
Susanville, CA 96130

Dear Mike and Members of the Board:

LOCAL CONTROL AND ACCOUNTABILITY PLAN – On behalf of the Lassen County Office of Education, the Lassen County Superintendent of Schools has approved the Richmond Elementary School District's 2021-2022 Local Control and Accountability Plan (LCAP), consistent with California Education Code Section 52070.5(d).

BUDGET APPROVAL - The Lassen County Superintendent of Schools has approved the 2021-22 Adopted Budget for the Richmond Elementary School District.

I would like to thank you and your staff for your efforts toward continuing to increase student achievement and opportunities for every student to have a world-class education.

Sincerely,

Patricia A. Gunderson
County Superintendent of Schools

PG/cr
Business/Adopted Budgets 21-22

cc: Denise Lee, Director of Business Services
Jeanette Goni, Business Manager