

RICHMOND SCHOOL BOARD OF TRUSTEES
REGULAR MEETING
December 15, 2022
MINUTES

CALL TO ORDER The meeting was called to order at 6:05 p.m. Lead the flag salute.

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

MEMBERS ABSENT N/A

OTHERS PRESENT Michael Cosgrove, Jeanette Goni, Tim Andersen, Mark Rotlisberger, Cheryl Phillips, Heather Cluck, Mandy Cox

PUBLIC COMMENT No Public Comment

OATH OF OFFICE OF NEW ELECTED/RE-ELECTED BOARD MEMBERS

3.1, 3.2 & 3.3 Michael Cosgrove administered the oath of office to new elected Board Members, Sadie Albonico, Nicholas McBride, and Tracy Langslet.

PROVISIONAL APPOINTMENT TO THE RICHMOND ELEMENTARY SCHOOL BOARD OF TRUSTEES

MSCU (Runyan/McBride) approved to extend and move the Provisional Appointment to the Richmond Elementary School Board of Trustees to the January Regular Meeting.

ANNUAL BOARD ORGANIZATION

ELECTION OF
PRESIDENT

5.1 (Runyan/Langslet) to elect Sadie Albonico Board President.
Ayes - McBride, Runyan, Langslet
Abstain – Albonico

ELECTION OF
CLERK

5.2 (Albonico/McBride) to elect Adam Runyan as Clerk of the Board.
Ayes - McBride, Albonico, Langslet
Abstain – Runyan

SIGNATURES

5.3 MSCU (Langslet/Albonico) approved the verification of authorized signatures.

BOARD REP LASSEN
CO COMMITTEE

5.4 MSCU (Albonico/Runyan) approved Tracy Langslet as the Board Representative to elect members to the Lassen County Committee on School District Organization.

- SECRETARY TO BOARD 5.5 MSCU (Runyan/McBride) appointed Michael Cosgrove as Secretary to the Board.
- BOARD BYLAW 9100 5.6 The Board reviewed **Board Bylaw 9100 Organization**. There were no changes.
- BOARD BYLAW 9320 5.7 The Board reviewed **Board Bylaw 9320, Meetings and Notices**. The time of the Board meeting was changed from 7:00 p.m. to 6:00 p.m. in the Resource Room.
- 2023 MEETING CALENDAR 5.8 MSCU (Runyan/McBride) approved the Board Meeting Calendar for 2023.
- 2023 AGENDA CALENDAR 5.9 MSCU (Langslet/Runyan) approved the Board Agenda Calendar for 2023.
- SELPA REP 5.10 MSCU (Langslet/McBride) designated Michael Cosgrove as representative to the Lassen County SELPA.

PRESENTATION TO OUTGOING BOARD MEMBER, MARK ROTLISBERGER, AND RETIRING CLASSIFIED EMPLOYEE, CHERYL PHILLIPS

- AGENDA APPROVAL MSCU (Langslet/McBride) approved the agenda.

RCA

- RCA REPORT 8.1.1 No RCA Report

Superintendent Report

- UPCOMING BOARD WORKSHOP 8.2.1 The Superintendent announced that a board workshop is schedule for the regular meeting in February with Bill Gillaspie – “The Role of the School Board Member in Understanding School Finance”
- STAFFING UPDATE 8.2.2 The Superintendent reported that he had contact with a potential candidate; but ultimately the candidate did not move forward submitting an application. He further discussed that the school continues to look for a long term substitute for the 7th grade. The Superintendent reported that the school has an additional substitute custodian and hiring a high school student as a substitute custodian.

- CHKS UPDATE **8.2.3** The Superintendent reported that students permitted to take the California Health Kids Survey were complete.

Director of Buildings and Grounds

GYM PAINT
WARRANTY

- 8.3.1** Tim reported that the school received the warranty. The warranty covers the paint for 10 years and the labor for three years.

MASTER PLAN
MEETING

- 8.3.2** Tim discussed that the school would like to see the master plan committee grown from just Mr. Cosgrove, Nick McBride, and himself. There was further discussion to perhaps inquire within the Richmond Community. There was additional discussion regarding the parking lot.

PENDING
PROJECTS

- 8.3.3** Tim reported on pending projects for the school. The list included needs for the kitchen from cabinets, new equipment, to power infrastructure. He further reported he was going to contact the architect regarding the change to the entrance to the main office.

SNOW REMOVAL

- 8.3.4** Tim Andersen reported that he has been able to keep up with snow removal with the help from Tim Johnson.

Certificated Staff and Classified Staff Report

CERTIFICATED
STAFF

- 8.4.1** Heather Cluck provided a report from the certificate staff touching on the creating presents for parents, Christmas Around the World, Constitution testing, and academics. She stated this was a night to celebrate Mark Rotlisberger and Cheryl Phillips.

CLASSIFIED
STAFF

- 8.4.2** Mandy Cox provided a report from the classified staff regarding the recent Veteran's Day program and Christmas program. She highlighted Mrs. Merchant's passion for the music program.

Curriculum/Student Performance

No Report

Business

BUDGET REVISIONS
RESOLUTION

- 10.1** Jeanette reviewed the 1st Interim Budget for the 2022-23 school year.

(Runyan/McBride) approved Resolution 22/23-5 – Approving Budget Revisions.

Ayes - Albonico, McBride, Runyan
 Noes - Langslet

CONTRACT WITH
 SETH ANDERSON

- 10.2 MSCU (Runyan/Langslet) approved Contract for Special Services with Seth Anderson for Garden Club.

Minutes

- 11.1 MSCU (Langslet/McBride) approved the minutes of the regular meeting on November 15, 2022.

Policy

GLOBAL
 ADOPTION

- 12.1 MSCU (Runyan/McBride) globally adopted the Richmond Elementary School District Board Policies: 0000 Series: Philosophy, Goals, Objectives, and Comprehensive, 1000 Series: Community Relations, 2000 Series: Administration, 3000 Series: Business and Noninstructional Operations, 4000 Series: Personnel, 5000 Series: Students, 6000 Series: Instruction, 7000 Series: Facilities, 9000 Series: Board Bylaws

BOARD POLICY
 SECURITY
 CAMERAS

- 12.2 The Superintendent discussed the drafting of a new board policy regarding the campus’s security camera system. He further stated reviewing other school’s policies. He stated that he is looking to have the 1st Reading at the January meeting.

Warrants

- 13.1 MSCU (McBride/Langslet) approved the warrant list(s) for December

General:	\$11,349.01
Cafeteria:	3,593.97
Deferred Maintenance:	0.00
Developer Fee:	0.00
Capital Outlay:	<u>0.00</u>
	\$14,942.98

Correspondence

LCOE LETTER

- 14.1 Letter from Patricia Gunderson, County Superintendent, and Thomas Jones, Assistant Superintendent Educational Services/Human Resources regarding Lassen County Office of Education representatives’ campus visit as required by the Williams’ Settlement Legislation under California Education Code Section 1240.

Information: Comments from Board Members

The Board discussed the staffing shortage of custodians and gym cleaning.

Closed Session

- 16.1 Pursuant to Government Code Section 54957.6, the Board met in Closed Session regarding Labor Negotiations for the following:
- Richmond Teachers Association

Reconvene Open Session

- 17.1 No reportable action taken in Closed Session

ADJOURNMENT

Having no further business, the regular meeting adjourned at 7:48 p.m.