



Flournoy Union
Elementary School District

PO Box 2260; 15850 Paskenta Rd. Flournoy, CA 96029

www.flournoyschool.org 530-833-5331; 530-833-5332 fax

REGULAR BOARD MEETING AGENDA
Tuesday, April 14 , 2020

MISSION STATEMENT: The Mission of Flournoy Elementary School is to provide academic excellence, responsible citizens, and a lifelong desire for learning in a safe environment.

DATE: Tuesday, April 14, 2020

TYPE: Regular Board Meeting

LOCATION: **This meeting will be conducted via web conference. To participate in the live meeting, click on the link below.**

Join Zoom Meeting

<https://us04web.zoom.us/j/145942133?pwd=ZVIJejd1Zk1qUjYrNGwraWxGcUxRQT09>

Meeting ID: 145 942 133

Password: 4xiof6

POSTED: 04/10/2020 Flournoy School, Flournoy Store and Paskenta Store

1. PUBLIC MEETING CALL TO ORDER BY PRESIDING OFFICER _____, at _____ p.m.

Roll call

Patrick Archer	_____
Cathy Bjornestad-Tobin	_____
Tyson Carter	_____
Vacancy	_____
Sara Valoroso	_____

PUBLIC COMMENT PERTAINING TO AGENDA

QUESTIONS and COMMENTS to address the Board during the meeting may be sent to:

mflournoy@flournoyschool.org

The Flournoy Elementary School District Board of Education welcomes you to this meeting and invites you to participate in matters before the Board.

Comments on Closed Session Agenda Items, (below). Any person wishing to speak to any item on the Closed Session Agenda will be granted three minutes to make a presentation.

Comments from the Floor: At this time, any person wishing to speak to any item not on the Agenda will be granted three minutes to make a presentation. No action may be taken at this meeting on items addressed during these comments.

Comments on Agenda Items: At this time, any person wishing to speak to any item on the Agenda will be granted three minutes to make a presentation.

2. CLOSED SESSION None

3. **RETURN TO OPEN SESSION**

4. **PLEDGE OF ALLEGIANCE**

Recognize staff present:

Lane Bates, Superintendent

Rachel Davis, Teacher

Melinda Flournoy, Business Manager

Amanda Taylor, Teacher

Cody Weston, Custodian

Mei Vance, Instructional Aide

Erin Murphy, Instructional Aide

Maria Herrera

5. **ADOPTION OF AGENDA**

_____/_____/_____
Motion/Second Ayes/Noes /Abstain

6. **APPROVAL OF MINUTES FROM THE MEETING OF:**

Tuesday, March 10, 2020

_____/_____/_____
Motion/Second Ayes/Noes /Abstain

7. **COMMENTS**

1. From members of the Board of Education
2. From the Superintendent and Business Manager
3. From the Staff/Teachers

8. **GENERAL FUNCTION CONSENT ITEMS**

(Attachments)

1. Bills and warrants for **March**
2. MOUs/Agreements: None

_____/_____/_____
Motion/Second Aye/Noes /Abstain

9. **DISCUSSION/ACTION ITEMS** (Attachments)

1. Consider approval of Superintendent/Principal/Teacher, Rachel Davis Contract of Employment for the 2020/21 School Year.

_____/_____/_____
Motion/Second Aye/Noes /Abstain

2. Consider approval of the Budget/LCAP Hearing Planning Form.

_____/_____/_____
Motion/Second Aye/Noes /Abstain

3. Review and approve the quarterly Report on Williams Uniform Complaints Ed Code 35186(d) for April 2020

_____/_____/_____
Motion/Second Aye/Noes /Abstain

4. Discussion only, #16 on the School Lapsation Checklist, the School Closure form was signed by Superintendent, Lane Bates and submitted to TCDE on March 24th.

5. Information only: Approval letter from TCDE regarding 2019-2020 2nd Interim Budget Report.

6. Discuss and approve the school calendar for the 2020-21 School year.

_____/_____/_____
Motion/Second Aye/Noes /Abstain

10. **ANNOUNCEMENTS**

NONE

11. DISCUSSION ON NEXT BOARD MEETING

1. Next meeting date: **Tuesday, May 12, 2020 at 6:15 p.m.**
2. Possible items for action/discussion
 - Offer contracts to staff for next year
 - Resolution for Year End Closing
 - Updated Policies

12. FURTHER COMMENTS

1. From members of the Board of Education
2. From the Superintendent

Adjournment at _____ p.m.



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MINUTES OF THE GOVERNING BOARD OF THE FLOURNOY UNION ELEMENTARY SCHOOL DISTRICT

MISSION STATEMENT: The Mission of Flournoy Elementary School is to provide academic excellence, responsible citizens, and a lifelong desire for learning in a safe environment.

DATE OF MEETING: Tuesday, March 10, 2020 at 6:15 p.m.
TYPE OF MEETING: Regular Board Meeting
PLACE: Flournoy Elementary School; 15850 Paskenta Road, Flournoy, CA 96029
MEMBERS PRESENT: Sara Valoroso, Cathy Bjornestad-Tobin, Tyson Carter, Patrick Archer
MEMBERS ABSENT: Andrew Meredith
RECOGNIZED STAFF: Lane Bates, Melinda Flournoy, Rachel Davis

1. Call the Meeting to Order and Roll Call

Board President Sara Valoroso called meeting to order at 6:14 p.m.

2. Closed Session None

3. Public comment pertaining to agenda None

4. Pledge of Allegiance

Board President Sara Valoroso led the Pledge of Allegiance.

5. Adoption of Agenda

On motion by Cathy Bjornestad-Tobin and second by Tyson Carter, the agenda was approved. Aye: 4

6. Approval of Minutes from the meeting of: Tuesday, February 11, 2020

On motion by Tyson Carter and second by Cathy Bjornestad-Tobin, the minutes were approved. Aye: 4

7. Comments:

- | | |
|--|------|
| A. From members of the Board of Education: | None |
| B. From the Superintendent | None |
| C. From the Staff/Teachers: | None |

8. Donations and Gifts to the District: None

9. General Function Consent Items:

On Motion by Cathy Bjornestad-Tobin and second by Tyson Carter, the monthly bills, warrants were approved.
Aye:4

10. Discussion/Action Items – New Business

1. Superintendent Lane Bates will issue the Certificate of Appointment and Oath of Office for Patrick Archer.
2. Discuss and Approval of the 2019-20 2nd Interim Report
On motion by Cathy Tobin-Bjornastad and second by Tyson Carter the board approved the 2019-20 2nd Interim Report. Aye: 4
3. Consider approval of the 2019 Comprehensive School Safety Plan SB 187.
On motion by Cathy Tobin-Bjornastad and second by Tyson Carter the board approved the 2019 Comprehensive School Safety Plan SB 187. Aye: 4
4. Discussion only update regarding Elkins Elementary School Lapsation.
Superintendent, Lane Bates advised status of Lapsation.
5. Discussion only update regarding LCAP update and new template.

11. Announcements

- Sunday, March 8 - Daylight Saving Time Starts
- Friday, March 13 - NO SCHOOL for Students, Teacher Work Day
- Thursday, March 19th - ACSA All Star Student Luncheon. Congratulations Kaycee Murphy
- Tuesday, March 31st - K-4 grade field trip Patricia Newman Author Visit at the Red Bluff State Theater.
- April 10-17 - NO SCHOOL Spring Break

12. Adjournment

With no further business, the meeting was adjourned at 6:49 p.m. on motion by Sara Valoroso

Checks Dated 03/01/2020 through 03/31/2020

Check Number	Check Date	Pay to the Order of	FD-OBJT	Comment	Expensed Amount	Check Amount
40199120	03/11/2020	Maria Herrera	01-5202	February Mileage		33.90
40199121	03/11/2020	AT&T/Calnet	01-5901	Phone		78.45
40199122	03/11/2020	Basic Laboratory, Inc.	01-5502	Drinking Water Monitoring		78.60
40199123	03/11/2020	Coastal Business Systems Inc.	01-5600	Copier Lease, Toner		544.72
40199124	03/11/2020	Green Waste	01-5506	Garbage		231.53
40199125	03/11/2020	J.M. Distributing Dairy Prod.	13-4700	Milk for Lunches		243.50
40199126	03/11/2020	Pacific Gas & Electric Co	01-5503	Electricity		660.58
40199127	03/11/2020	Michael D. Butler	01-5502	Water Operator Services		95.00
40199128	03/11/2020	TCSIG	76-9513	Monthly Premiums	2,566.00	
			76-9522	Monthly Premiums	842.00	
			76-9552	Monthly Premiums	212.00	
			76-9553	Monthly Premiums	68.00	3,688.00
40199129	03/11/2020	US Bank	01-4300	Cafe food, supplies, class & Office, fuel	513.30	
			13-4300	Cafe food, supplies, class & Office, fuel	65.80	
			13-4700	Cafe food, supplies, class & Office, fuel	654.55	1,233.65
Total Number of Checks					10	6,887.93

Fund Recap

Fund	Description	Check Count	Expensed Amount
01	GENERAL	8	2,236.08
13	CAFETERIA SPEC REV	2	963.85
76	WARRANT/PASS-THRU	1	3,688.00
Total Number of Checks		10	6,887.93
Less Unpaid Tax Liability			.00
Net (Check Amount)			6,887.93

8.1

The preceding Checks have been issued in accordance with the District's Policy and authorization of the Board of Trustees. It is recommended that the preceding Checks be approved.

ESCAPE

ONLINE

Page 1 of 1

Budget/LCAP Hearing Planning Form

Name of District: Flournoy Elementary School District

All Districts in Tehama County are required to adopt its final budget before July 1 of each year and then revise that budget within 45 days after the state budget passes, for any significant changes. Although the revisions must be made known at a public meeting, the only public hearing requirement is for the initial budget and the Local Control Accountability Plan (LCAP).

Pursuant to Ed. Codes 42103, 42127 and 52062, each school district's governing board shall hold a public hearing on the proposed budget and the LCAP during which any member of the public may appear and be heard. The public hearing shall be held **not less than three working days** following the availability of the proposed budget and LCAP for public inspection. The County Superintendent of Schools shall publish the date and location at which the proposed budget and LCAP may be inspected by the public as well as the date, time, and location of the public hearing of the proposed budget and LCAP. One legal notice will appear in the Red Bluff Daily News or the Corning Observer.

Public Inspection			
Date(s) of Inspection:	Thursday, June 4, 2020		
	This date must be at least 3 working days before the public hearing (do not count the date of the public hearing or Saturdays or Sundays, when calculating this date).		
Address:	15850 Paskenta Road, Flournoy, CA 96029		
Location:	Flournoy Elementary School		
	Specify district office, business office, or other location, room # etc.		
Time:	9:00am-3:00pm	<input type="checkbox"/> AM	<input type="checkbox"/> PM

Public Hearing			
Date:	Tuesday, June 9, 2020		
Address:	15850 Paskenta Road, Flournoy, CA 96029		
Location:	Flournoy Elementary School		
	Specify room #, board room library etc.		
Time:	6:15	<input type="checkbox"/> AM	<input checked="" type="checkbox"/> PM

Public Adoption			
Date:	Wednesday, June 12, 2020		
	This date must be at least one day after the public hearing.		
Address:	15850 Paskenta Road, Flournoy, CA 96029		
Location:	Flournoy Elementary School		
	Specify room #, board room library etc.		
Time:	6:15	<input type="checkbox"/> AM	<input checked="" type="checkbox"/> PM

**Quarterly Report on Williams Uniform Complaints
Valenzuela/CAHSEE Lawsuit Settlement**
Education Code 35186(d)

District: Flournoy Union Elementary School

Person completing this form: Melinda Flournoy Title: Business Manager

Quarterly Report Submission Date:
(check one) ☐ January 2020
☒ April 2020
☐ July 2020
☐ October 2020

Date for information to be reported publicly at governing board meeting: **Tuesday, April 14, 2020**

Please check the box that applies:

☒ No complaints were filed with any school in the district during the quarter indicated above.

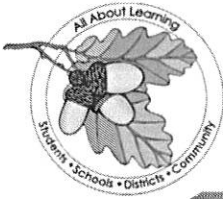
☐ Complaints were filed with schools in the district during the quarter indicated above. The following chart summarizes the nature and resolution of these complaints.

General Subject Area	Total # of Complaints	# Resolved	# Unresolved
Textbooks and Instructional Materials (Williams Lawsuit)	0		
Teacher Vacancy or Misassignment (Williams Lawsuit)	0		
Facilities Conditions (Williams Lawsuit)	0		
CAHSEE Intensive Instruction and Services (Valenzuela Lawsuit)	0		
TOTALS	0	0	0

Print Name of District Superintendent

Signature of District Superintendent

Date



Tehama County Department of Education

9.5

Richard DuVarney
Tehama County
Superintendent of
Schools

1135 Lincoln Street Red Bluff CA 96080 | 530.527.5811 | www.tehamaschools.org

April 7, 2020

Lane Bates, District Superintendent
Board of Trustees
Flournoy Union Elementary School District

RE: Approval of 2019/2020 2nd Interim Budget Report

We would like to thank you for your timely submission of the 2019/2020 2nd Interim report. Our office has completed its review in compliance with the provisions of Education Code 42131(a) (2). The Code requires the County Superintendent to approve or disapprove Interim Reports after:

Examining the report to determine whether it complies with the standards and criteria established pursuant to Section 33127.

Determining whether the adopted budget will allow the district to meet its financial obligations during the fiscal year and is consistent with a financial plan that will enable the district to satisfy its multi-year financial commitments.

Based on our review, the 2nd Interim Budget Report has been approved.

Additional changes, including attendance, new state programs, and the Governor's proposed 2020/2021 budget will be addressed as more solid information becomes available. A complete listing of any technical corrections and recommendations has been sent directly to the chief business official.

Multi-Year Projections

Prior to the COVID-19 pandemic, Governor Newsom's 2020/21 budget proposal provided a little relief with a proposed increase to serve students with disabilities; however, the budget provided little discretion for districts to expand locally. With a proposed COLA of 2.29%, down from the projection of 3% at Budget Adoption, districts would be struggling to cover the costs associated with step and column, minimum wage, STRS and PERS contributions and other increases to utilities and services based on the consumer price index. In our current situation with the COVID-19 pandemic, this brings much uncertainty to what the May Revise will look like as we will expect a 0% COLA in the proposal which would only exacerbate this situation. We continue to remind you that each LEA faces its own particular set of financial risk factors based on current reserve levels, enrollment trends, bargaining agreements, degree of revenue volatility and various other local and statewide factors. LEAs should plan for the aforementioned costs as we enter an economic downturn highly impacted by the COVID-19 pandemic.

Cash Flow

The district is projecting adequate cash balances at June 30; however, it is important to closely monitor cash throughout the year to ensure that the actual cash balance at year end will be sufficient.

Deficit Spending

The district's budget reflects deficit spending in all three years of the unrestricted multi-year projection as follows; (\$65,562), (\$66,627) and (\$58,732). Years two and three include the current COLA proposal and may be greatly impacted by a possible reduction to 0%. We highly encourage the District to review the impact of a COLA decrease and have a contingency plan in place to mitigate the possible reduction of the LCFF revenue.

The attached trend analysis of the 2 interim budget to prior year actuals is provided for your assistance and will provide you with important comparative data for budgetary consideration. The comparative data will highlight trends in revenue and expenditure growth or decline, deficit spending patterns, and a final accounting for the ending fund balance.

We would like to express our gratitude to you and your staff for your cooperation and assistance during our financial reviews. If our office can be of further assistance, please contact Debbie Towne at 530-528-7351.

Sincerely,

RICHARD DUVARNEY
Tehama County Superintendent of Schools

cc: Melinda Flournoy, Business Manager, Flournoy Union Elementary School District

Enclosure: Trend Analysis

Trend Analysis
Flournoy Union Elementary School District
General Fund Unrestricted/Restricted

	ACTUALS 12/13	ACTUALS 13/14	ACTUALS 14/15	ACTUALS 15/16	Actuals 16/17	Actuals 17/18	Actuals 18/19	2nd Interim 19/20
Total Revenue	\$352,718	\$373,708	\$395,728	\$419,393	\$357,605	\$368,274	\$468,461	\$487,957
Total Expenditures	\$367,697	\$371,276	\$417,482	\$326,966	\$327,232	\$369,615	\$419,928	\$560,066
Excess (Deficiency)								
Change in Revenue & Expense	-\$14,979	\$2,432	-\$21,754	\$92,428	\$30,373	-\$1,342	\$48,533	-\$72,109
Total Other Financing Sources/Uses	-\$5,667	-\$5,000	-\$10,109	-\$8,493	-\$7,994	-\$7,508	-\$7,706	-\$9,873
Change in Fund Balance	-\$20,646	-\$2,568	-\$31,863	\$83,935	\$22,379	-\$8,850	\$40,827	-\$81,982
Beginning Balance	\$323,361	\$302,714	\$300,145	\$268,282	\$352,217	\$374,596	\$365,746	\$406,574
Audit Adjustment	\$0	\$0						
Ending Balance	\$302,715	\$300,146	\$268,282	\$352,217	\$374,596	\$365,746	\$406,573	\$324,592
Components of Ending Fund Balance								
Restricted/Reserved 9711, 9740	\$7,987	\$24,637	\$14,739	\$15,556	\$15,002	\$15,798	\$17,920	\$1,000
Committed 9760	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Assigned 9780	\$2,291	\$0	\$0	\$190,205	\$0	\$282,948	\$321,654	\$254,592
Reserve for Economic Uncertainty 9789	\$292,437	\$274,438	\$65,000	\$66,000	\$66,000	\$67,000	\$67,000	\$69,000
Unassigned/Unappropriated 9790	\$0	\$1,071	\$188,543	\$80,456	\$293,594	\$0	\$0	\$0
BEDS - Oct Enrollment	30	32	30	23	21	26	35	30
-2 ADA (Projection for 19/20)	31.76	30.44	29.58	21.79	21.88	26.70	34.17	29.20
	105.87%	95.13%	98.60%	94.74%	104.19%	102.69%	97.63%	97.33%