



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, May 12 , 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, May 12, 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/75837044470?pwd=R0dJUk5ZdUFGMko4ZW91bExhV3k5UT09>

Meeting ID: 758 3704 4470

Password: 3ja2wA

POSTED: 05/8/2020 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, April 14, 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 April
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.
2. Discuss and approve the school calendar for the 2020-21 School year.
3. Approve the Resolution for the 2019/20 Year End Closing

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

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

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

10. **ANNOUNCEMENTS** The school is getting painted

11. **DISCUSSION ON NEXT BOARD MEETING**

1. Next meeting date: **Tuesday, June 9, 2020 at 6:15 p.m.**
2. Possible items for action/discussion
 - Budget Public Hearing & Adoption
 - 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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6.

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, April 14, 2020 at 6:15 p.m.
TYPE OF MEETING: Regular Board Meeting conducted via web conference through Zoom
PLACE: This meeting will be conducted via web conference.
MEMBERS PRESENT: Sara Valoroso, Cathy Bjornestad-Tobin, Tyson Carter, Patrick Archer, Vacancy
MEMBERS ABSENT:
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 6:18 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 Patrick Archer, the agenda was approved. Aye: 4

6. Approval of Minutes from the meeting of: Tuesday, March 10, 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 | Superintendent Lane Bates gave updated information |
| regarding COVID-19 in our community. | |
| 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. Consider approval of Superintendent/Principal/Teacher, Rachel Davis Contract of Employment for the 2020/21 School Year.
On motion by Tyson Carter and second by Cathy Tobin-Bjornastad the board approved the Superintendent/Principal/Teacher, Rachel Davis Contract of Employment for the 2020/21 School Year pending contract which will be provided at the next board meeting. Aye: 4
2. Consider approval of the Budget/LCAP Hearing Planning Form.
On motion by Cathy Tobin-Bjornastad and second by Patrick Archer the board approved the Budget/LCAP Hearing Planning Form. Aye: 4
3. Review and approve the quarterly Report on Williams Uniform Complaints Ed Code 35186(d) for April 2020
On motion by Tyson Carter and second by Cathy Tobin-Bjornastad the board approved the Williams Uniform Complaints Ed Code 35186(d) for April 2020 Aye: 4
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.
Removed until May 12th Board meeting.

11. Announcements None

12. Adjournment

With no further business, the meeting was adjourned at 6:55 p.m. on motion by Sara Valoroso

Checks Dated 04/01/2020 through 04/30/2020

Check Number	Check Date	Pay to the Order of	FD-OBJT	Expensed Amount	Check Amount
40200187	04/08/2020	AT&T/Calnet	01-5901		76.96
40200188	04/08/2020	Basic Laboratory, Inc.	01-5502		78.60
40200189	04/08/2020	California Safety Company	01-5507		50.00
40200190	04/08/2020	Coastal Business Systems Inc.	01-5600		213.97
40200191	04/08/2020	Green Waste	01-5506		231.53
40200192	04/08/2020	J.C. Nelson Supply Co.	01-4300		124.73
40200193	04/08/2020	J.M. Distributing Dairy Prod.	13-4700		173.50
40200194	04/08/2020	LV.NET LLC	01-5800	1,529.82	
			01-5903	655.63	2,185.45
40200195	04/08/2020	Pacific Gas & Electric Co	01-5503		596.24
40200196	04/08/2020	Scholastic, Inc.	01-4300		56.10
40200197	04/08/2020	Michael D. Butler	01-5502		95.00
40200198	04/08/2020	TCSIG	76-9513	2,566.00	
			76-9522	842.00	
			76-9552	212.00	
			76-9553	68.00	3,688.00
40200199	04/08/2020	Tehama Co Dept of Education	01-5800		47.00
40200200	04/08/2020	Triple R Gas	01-5504		1,197.37
40200201	04/08/2020	US Bank	01-4300	320.04	
			13-4700	434.23	754.27
40200202	04/08/2020	Woods Pest Control	01-5505		175.00
40200854	04/28/2020	Basic Laboratory, Inc.	01-5502		78.60
40200855	04/28/2020	Calif. Dept. of Ed Cde Press	13-4700		219.45
40200856	04/28/2020	California Safety Company	01-5507		50.00
40200857	04/28/2020	Christy White Associates	01-5802		590.00
40200858	04/28/2020	Corning Ace Hardware	01-5600		134.21
40200859	04/28/2020	CSM Consulting	01-5800		350.00
40200860	04/28/2020	LV.NET LLC	01-5800	1,529.82	
			01-5903	655.63	2,185.45
40200861	04/28/2020	Michael D. Butler	01-5502		95.00
Total Number of Checks			24		13,446.43

Fund Recap

Fund	Description	Check Count	Expensed Amount
01	GENERAL	21	8,931.25
13	CAFETERIA SPEC REV	3	827.18
76	WARRANT/PASS-THRU	1	3,688.00
Total Number of Checks		24	13,446.43
Less Unpaid Tax Liability			.00
Net (Check Amount)			13,446.43

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

Employment Agreement
between
Flournoy Union Elementary School District
and
Superintendent/Teacher

This agreement is made and entered into this **Twelfth day of May, 2020** between Flournoy Union Elementary School District, hereafter "District", and Rachel Davis, hereafter "Superintendent/Teacher" or simply "Superintendent".

1) Term

- a) The District hereby employs Rachel Davis as Superintendent of the Flournoy Union Elementary School District for a term of one year commencing July 1, 2020 and ending June 30, 2021.
- b) The contract term shall be for 200 days per school year. Adjustments to this schedule are permitted at the discretion of the Superintendent/Teacher with approval of the Board.
- c) The Superintendent/Teacher accepts such employment and agrees to efficiently and effectively perform all the duties and responsibilities of a school superintendent and teacher described herein and under the law during the term(s) of the agreement.
- d) The Board will provide a minimum of one substitute day a month for the Superintendent/Teacher. These days will be utilized for county meetings and District administration.

2) Compensation

- a) Superintendent/teacher's annual salary for the 2020-2021 school year shall be composed of:
 - i) placement on the district's certificated salary schedule at step 15, column B;
 - ii) an administrator stipend of Twenty-One Thousand Dollars \$21,000
- b) Total salary as described in 2:a:i and 2:a:ii will be \$80,500 for the 2020-2021.
- c) A salary adjustment for reduction of the school year is permitted and amends the above figures based on total school year reduction. The reduction of salary only affects the base salary, and not the administrative stipend.
- d) Said salary shall be payable in twelve (12) equal monthly payments beginning July 31, 2020. The district will provide all health, pension, and welfare benefits provided to certificated employees.
- e) The Superintendent/Teacher will work hours, receive leave, and follow other working conditions granted to certificated employees unless otherwise addressed herein.
- f) The Governing Board reserves the right to increase the annual salary of the Superintendent/Teacher, with the consent of the Superintendent/Teacher. Any adjustment to the salary made during the term of this agreement shall be in the form of an amendment.

3) Professional Duties

- a) The Superintendent/Teacher and the Governing Board agree that the teaching of students is the primary responsibility of the Superintendent/Teacher. The Superintendent/Teacher will teach one class. The Governing Board will allow for the Superintendent/Teacher to prioritize District administrative needs with teaching responsibilities, placing teaching first.
- b) The Superintendent/Teacher shall be the chief administrative officer of the district as prescribed by the district policies and applicable law. The Governing Board shall be responsible for establishing District policies. The Governing Board herewith delegates to the Superintendent/Teacher all powers and duties necessary or convenient to the efficient management and administration of the District, to the full extent permitted by law. The Superintendent/Teacher shall have authority to organize and arrange the staff, including instruction, business, and operational affairs, which in his judgment best serves the District. The responsibility of observation and evaluation of personnel is vested in the Superintendent/Teacher. Employment of new personnel will be recommended by the Superintendent/Teacher, unless a prior arrangement is made with the Governing Board for a particular vacancy. The Governing Board shall refer all complaints and concerns made to individual members of the Governing Board, or the Governing Board as a body, for resolution by the Superintendent.

4) Outside Professional Activities

- a) The Superintendent/Teacher may undertake outside professional activities, including consulting, speaking/lecturing, and writing. Said outside activities may be performed for compensation, provided said activities do not interfere with the Superintendent/Teacher's normal duties. If the Superintendent/teacher receives pay or an honorarium for such activities during a teaching-workday, the Superintendent/teacher shall remit such honorarium to the District up to the cost of the substitute.
- b) The Superintendent/Teacher may undertake professional development or pursue an advanced degree through "distance education". With prior Board approval, a specific number of days, including for travel, required for professional development, including for residency requirements of the distance education program or similar purposes will be allowed and provided including when a substitute is required. Such days will not count towards the Superintendent/Principal's leave. The Superintendent/Teacher will extend his work calendar for days attributable to an advanced degree, but not for conferences, seminars, or other non-degree related professional development.
- c) At the Superintendent/Teacher's discretion, the Superintendent/Teacher will be permitted to attend, and the District will pay for annual conferences and training of recognized professional associations.

5) Evaluation

- a) The Governing Board may evaluate the Superintendent as the Governing Board deems appropriate.

6) Expense Reimbursement

- a) The District shall reimburse the Superintendent in accordance with the Board policy for all actual and necessary expenses incurred by him within the scope of his employment, subject to Governing Board approval.
- b) The Superintendent/Teacher shall be reimbursed for mileage at the Internal Revenue Service allowable rate, for use of his automobile for work-related travel outside of Tehama, Butte, and Glenn counties.

7) Membership Fees

- a) The Superintendent/Teacher shall have annual dues/membership to the Association of California School Administrators (ACSA) paid by the District.
- b) Additional memberships may be approved by the Governing Board for either the Superintendent/Teacher or the District.

8) Option to Terminate

- a) Notwithstanding any other provision of this Agreement, the Governing Board in its discretion shall, upon the giving of written notice not later than December 31 of any school year, have the option to terminate this Agreement effective June 30 of any year during the term of the Agreement. If the Governing Board elects the option to terminate the Agreement, it shall pay the Superintendent the current salary remaining in said Agreement up to, but not exceed, six (6) months. Payments due under this section shall be paid not later than June 30 of the applicable year. Such settlement shall not include non-cash items, except that the District shall contribute to the Superintendent's insurance benefits for the same limited duration period.
- b) If the Superintendent/Teacher is offered a position elsewhere during the term of this contract, the Superintendent/Teacher will work with the Governing Board to provide a smooth transition and will assist the District in hiring a replacement.

9) General Provisions

- a) Governing Law
This Agreement, and the rights and obligations of the parties, shall be governed by and construed in accordance with the laws of the State of California.
- b) Entire Agreement
This agreement contains the entire agreement and understanding between parties. It supersedes and replaces any prior agreement between the parties. There are no oral understandings, terms, or conditions, and neither party has relied upon any representation, expressed or implied, not contained in the Agreement.
- c) Amendment
This agreement may be amended at any time during the term of the Agreement. However, such amendment shall be in writing and is only effective with the mutual consent of the Superintendent/Teacher and the Governing Board.

d) Severability

If any provision of the Agreement is held to be invalid or unenforceable by a court of competent jurisdiction, the remaining provisions of the Agreement shall continue in full force and effect.

Approved this **Twelfth Day of May, 2020** in Flournoy, California by following vote:

Ayes: —

Noes: —

Abstention: —

Absent: —

Signed: _____ Date: _____

Rachel Davis

Signed: _____ Date: _____

Sara Valorosa , Board President

2020-2021 CALENDAR | FLOURNOY ELEMENTARY SCHOOL

Draft

9.2

4 Independence Day

JULY 2020						
S	M	T	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

JANUARY 2021						
S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31				18	1	19

1 Winter Break
4 Minimum Day
15 No SERRF
18 No School
(Dr Martin Luther King Jr. Day)
27 100th Day of School

10-11 Teacher in-Service
Day – No Students
12 First Day of School
17 Minimum Day
28 Back to School Night

AUGUST 2020						
S	M	T	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31			13	1	14

FEBRUARY 2021						
S	M	T	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28						
				14	1	15

1 Minimum Day
2 Groundhog Day
14 Valentine's Day
15-19 No School (Presidents'
Birthday Break)

7 No School - Labor Day
14 Minimum Day

SEPTEMBER 2020						
S	M	T	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			
				20	1	21

MARCH 2021						
S	M	T	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			
				21	1	22

1 Minimum Day
4 2nd Trimester Ends
12 Teacher work days –
NO STUDENTS
14 Daylight Saving Time
17 St. Patrick's Day
19 SERRF Highlights Show

5 Minimum Day
22 SERRF Lights On!
31 Halloween

OCTOBER 2020						
S	M	T	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31
				21	1	22

APRIL 2021						
S	M	T	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	
				15	1	16

2 No School (Good Friday)
4 Easter Sunday
5-9 No School (Easter Break)
12 Minimum Day

1 Daylight Savings Ends
4 1st Trimester Ends
6 Teacher work days –
NO STUDENTS
9 Minimum Day
11 No school - Veterans Day
17-19 Minimum Days
(Parent Conferences)
23-27 Thanksgiving Break

NOVEMBER 2020						
S	M	T	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					
				10	4	14

MAY 2021						
S	M	T	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31			19	1	20

3 Minimum Day
9 Mother's Day
31 No School (Memorial Day)

17 Christmas Performance
18 Minimum Day
21-31 Winter Break
25 Christmas Day

DECEMBER 2020						
S	M	T	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		
				13	1	14

JUNE 2021						
S	M	T	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			
				2	1	3

TBD Graduation Ceremony
3 Last Day of School –
Minimum Day
3rd Trimester Ends
20 Father's Day

RESOLUTION FOR DIRECT SERVICE DISTRICTS
EDUCATION CODE 42601
TRANSFERS TO PERMIT PAYMENT OF OBLIGATIONS CLOSE OF YEAR

Flournoy Union Elementary School District YEAR-END CLOSING RESOLUTION

WHEREAS, the Flournoy Elementary School District Board of Trustees wishes to allow the County Superintendent of Schools to identify and make the transfers between the designated fund balance or the unappropriated fund balance and any expenditure classification or classifications, if needed, to balance the district before year-end closing.

And, WHEREAS, the Flournoy Elementary School District wishes to allow the County Superintendent of Schools to balance any expenditure classifications of the budget of the district for the **2019/2020** school year as necessary to permit the payment of obligations of the district incurred during that school year.

BE IT HEREBY RESOLVED, that the *Flournoy Elementary School District* gives consent to the County Superintendent of Schools to identify and make the necessary transfers and notify the district.

PASSED AND ADOPTED by said Governing Board on the **12th** day of **May**, by the following vote:

AYES: _____

NOES: _____

ABSENT: _____

Date: _____

Clerk, Board of Trustees

CERTIFICATION:

I **Lane Bates**, certify that the foregoing is a correct copy of a resolution passed and adopted by the Flournoy Elementary School District on **Tuesday, May 12, 2020**.

Superintendent/Administrator