



Flournoy Union
Elementary School District

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

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

BOARD MEETING AGENDA

Tuesday, May 24, 2022 at 6:15 pm

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 24, 2022 at 6:15 pm

TYPE: Regular Board Meeting

LOCATION: Via web conference.

To participate in the live meeting click on the link below.

Join Zoom Meeting

<https://us04web.zoom.us/j/76189952111?pwd=Vmc0UmpONTd4RVVGSGFlsQ3ZuSUlsUT09>

Meeting ID: 761 8995 2111 BPasscode: 5D9f62

PUBLIC HEARING NOTICE POSTED: NONE

BOARD MEETING AGENDA POSTED: 05/20/2022 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	_____
Sara Valoroso	_____
Mike Sanderson	_____

PUBLIC COMMENT PERTAINING TO AGENDA

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. PLEDGE OF ALLEGIANCE

Recognize staff present:

Rachel Davis, Superintendent	_____
Melinda Flournoy, Business Manager	_____
Amanda Taylor, Teacher	_____
Cody Weston, Custodian	_____
Mei Vance, Instructional Aide	_____
Sandra Palafox, Instructional Aide	_____
Maria Herrera	_____
Deborah Hammons	_____

3. **ADOPTION OF AGENDA**

____/____/____
Motion/Second Ayes/Noes /Abstain

4. **APPROVAL OF MINUTES FROM THE MEETINGS OF: Tuesday, April 26, 2022**

____/____/____
Motion/Second Ayes/Noes /Abstain

5. **COMMENTS**

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

6. **GENERAL FUNCTION CONSENT ITEMS**

1. Bills and warrants for: **April 2022**
2. MOUs/Agreements: **NONE**

____/____/____
Motion/Second Ayes/Noes /Abstain

7. **PUBLIC HEARING:** **NONE**

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

1. Consider approval of annual administration contract for Rachel Davis, Superintendent effective 07/01/22-06/30/23

____/____/____
Motion/Second Aye/Noes /Abstain

2. Consider approval of the Resolution for the 2021-22 Year End Closing Ed code 44258.3

____/____/____
Motion/Second Aye/Noes /Abstain

3. Consider approval of updated certificated salary schedule effective 07/01/22

____/____/____
Motion/Second Aye/Noes /Abstain

4. Consider approval of updated business manager salary schedule effective 07/01/22

____/____/____
Motion/Second Aye/Noes /Abstain

9. **DISCUSSION ON NEXT BOARD MEETING**

1. Next meeting date: Tuesday, June 21 and Wednesday, June 22, 2022.
2. Possible items for action/discussion
 - Budget/LCAP Public Hearing and Public Adoption
 - Education Protection Account (EPA)
 - School Plan
 - Estimates and Quotes for resurfacing the black top

10. **FURTHER COMMENTS**

1. From members of the Board of Education
2. From the Superintendent _____ Adjournment at _____ p.m.



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BOARD MEETING MINUTES

Tuesday, April 26, 2022 at 6:15 pm

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DATE: Tuesday, April 26, 2022 at 6:15 pm

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Meeting ID: 761 8995 2111 BPasscode: 5D9f62

PUBLIC HEARING NOTICE POSTED: NONE

BOARD MEETING AGENDA POSTED: 04/22/2022 Flournoy School, Flournoy Store and Paskenta Store

1. PUBLIC MEETING CALL TO ORDER BY PRESIDING OFFICER _____ CT _____, at 6:20 p.m.

Roll call

Patrick Archer	<u> X </u>
Cathy Bjornestad-Tobin	<u> X </u>
Tyson Carter	<u> </u>
Sara Valoroso	<u> </u>
Mike Sanderson	<u> X </u>

PUBLIC COMMENT PERTAINING TO AGENDA

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2. PLEDGE OF ALLEGIANCE

Recognize staff present:

Rachel Davis, Superintendent	<u> X </u>
Melinda Flournoy, Business Manager	<u> X </u>
Amanda Taylor, Teacher	<u> </u>
Cody Weston, Custodian	<u> </u>
Mei Vance, Instructional Aide	<u> </u>
Sandra Palafox, Instructional Aide	<u> </u>
Maria Herrera	<u> </u>
Deborah Hammons	<u> </u>

3. **ADOPTION OF AGENDA**

PA / MS 3 / 0 / 0
Motion/Second Aves/Noes / Abstain

4. **APPROVAL OF MINUTES FROM THE MEETINGS OF: Tuesday, March 15, 2022**

PA / MS 3 / 0 / 0
Motion/Second Aves/Noes / Abstain

5. **COMMENTS**

1. From members of the Board of Education **NONE**
2. From the Superintendent and Business Manager **ELOP Funds given and uses.**
3. From the Staff/Teachers **NONE**

6. **GENERAL FUNCTION CONSENT ITEMS**

1. Bills and warrants for: **March 2022**
2. MOUs/Agreements: **NONE**

MS / PA 3 / 0 / 0
Motion/Second Aves/Noes / Abstain

7. **PUBLIC HEARING:** **NONE**8. **DISCUSSION/ACTION ITEMS** (Attachments)

1. Approval of the Quarterly Report on Williams Uniform Complaints Ed Code 35186(d) for April 2022
PA / MS 3 / 0 / 0
Motion/Second Ave/Noes / Abstain
2. Consider approval of renewing our contract with Christy White for audit services
MS / PA 3 / 0 / 0
Motion/Second Ave/Noes / Abstain
3. Information Only: Approval letter from TCDE regarding 2021-22 2nd Interim Budget Report
4. Discuss and approve to adopt Resolution No. 04-26 Intent to Offer Full-Day Transitional Kindergarten and Kindergarten and Authorizing Projects and Filing of Applications for Funding under the California Preschool, Transitional Kindergarten and Full-Day Kindergarten Facilities Grant.
PA / MS 3 / 0 / 0
Motion/Second Ave/Noes / Abstain

9. **DISCUSSION ON NEXT BOARD MEETING**

1. Next meeting date: Tuesday, May 17, 2022
2. Possible items for action/discussion
 - Estimates and Quotes for resurfacing the black top
 - Education Protection Agreement (EPA)

10. **FURTHER COMMENTS**

1. From members of the Board of Education **NONE**
2. From the Superintendent **NONE**

CT Adjournment at 7:04 p.m.

Checks Dated 04/01/2022 through 04/30/2022

Check Number	Check Date	Pay to the Order of	FD-OBJT	Comment	Expensed Amount	Check Amount
40229599	04/06/2022	Paskenta Community Services Di strict	01-5502	Elkins Water Bill		64.00
40229600	04/06/2022	AT&T/Calnet	01-5901	Phone Bill		81.61
40229601	04/06/2022	Coastal Business Systems Inc.	01-5600	Copier Lease		401.33
40229602	04/06/2022	J.M. Distributing Dairy Prod.	13-4700	Milk for Lunches		1,043.36
40229603	04/06/2022	Pacific Gas & Electric Co	01-5503	Electric Bill		1,239.98
40229604	04/06/2022	US Bank	01-4300	Various	629.49	
			13-4300	Various	569.76	
			13-4700	Various	1,009.50	
40229605	04/06/2022	Woods Pest Control	01-5505	General Pest		2,208.75
						95.00
					7	5,134.03

Total Number of Checks

Fund Recap

Fund	Description	Check Count	Expensed Amount
01	GENERAL	6	2,511.41
13	CAFETERIA SPEC REV	2	2,622.62
	Total Number of Checks	7	5,134.03
	Less Unpaid Tax Liability		.00
	Net (Check Amount)		5,134.03

6.1

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

Employment Agreement
between
Flournoy Union Elementary School District
and
Superintendent

This agreement is made and entered into this **Twenty Fourth Day of May 2022** between Flournoy Union Elementary School District, hereafter "District", and Rachel Davis, hereafter "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, 2022 and ending June 30, 2023.
- b) The Superintendent accepts such employment and agrees to efficiently and effectively perform all the duties and responsibilities of a school superintendent described herein and under the law during the term(s) of the agreement.

2) Compensation

- a) Superintendent annual stipend for the 2022-2023 school year shall be composed of:
 - i) an administrator stipend of Twenty-One Thousand Dollars \$21,000
- b) Said stipend shall be payable in twelve (12) equal monthly payments beginning July 31, 2022. The district will provide all health, pension, and welfare benefits provided to certificated employees.
- c) The Superintendent will work hours, receive leave, and follow other working conditions granted to certificated employees unless otherwise addressed herein.
- d) The Governing Board reserves the right to increase the annual stipend of the Superintendent, with the consent of the Superintendent. Any adjustment to the stipend made during the term of this agreement shall be in the form of an amendment.

3) Professional Duties

- a) The Superintendent 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 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 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 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. Employment of new personnel will be recommended by the Superintendent, 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 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 normal duties. If the Superintendent receives pay or an honorarium for such activities during a teaching-workday, the Superintendent shall remit such honorarium to the District up to the cost of the substitute.
- b) The Superintendent 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 leave. The Superintendent 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 discretion, the Superintendent 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 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 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 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 stipend 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 is offered a position elsewhere during the term of this contract, the Superintendent 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 **Twenty Fourth Day of May 2022** in Flournoy, California by following vote:

Ayes: _____

Noes: _____

Abstention: _____

Absent: _____

Signed: _____ Date: _____

Rachel Davis

Signed: _____ Date: _____

Sara Valorosa , Board President

RESOLUTION FISCAL YEAR 2021-2023

YEAR END CLOSING RESOLUTION
EDUCATION CODE 42601

WHEREAS, the Flourney 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 Flourney School District wishes to allow the County Superintendent of Schools to balance any expenditure classifications of the budget of the district for the 2021-2022 school year as necessary to permit the payment of obligations of the district incurred during that school year.

BE IT HEREBY RESOLVED, that the Flourney 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 24th day of May 2022, by the following vote:

AYES: _____

NOES: _____

ABSENT: _____

Date: _____

Clerk, Board of Trustees

CERTIFICATION:

I Rachel Davis, certify that the foregoing is a correct copy of a resolution passed and adopted by the Flourney Elementary School District on Tuesday, May 24, 2022.

Superintendent/Administrator