

# Black Oak Mine Unified School District

## Agenda

### Regular Meeting of the Board of Trustees



#### Regular Meeting

Google Hangouts Meeting due to COVID-19 - Call in # 1-669-220-6390 PIN: 626 709 926#

Thursday, June 11, 2020

07:00 PM

## Need the Complete Board Packet?

Scan the image below with a smartphone to access the complete board packet including all the attachments.



The Board of Trustees has a regularly scheduled meeting on the second Thursday of the month, with the exception of holidays and school vacations.

Special Board Meetings are scheduled as needed. Check the Calendar on the website, or call the District Office at 333-8300 to confirm meeting dates and times. All meetings take place at the District Office, located at 6540 Wentworth Springs Road in Georgetown. All regular meeting agendas are posted at least 72 hours before each meeting on the bulletin board at the front of the District Office, at school sites and glass window of the school office, and on this website. Special board meeting agendas are posted at least 24 hours in advance.

The agenda, meeting notice and agenda packet for board meetings can be made available by request in a format appropriate for a person with a disability. If you are attending a meeting and are an individual with a disability who needs a special accommodation to participate, please call 333-8300 at least 48 hours in advance. Accommodations may include, but are not limited to interpreters, parking, and accessible seating.

## Details

**Board Members:** Joe Scroggins  
Ronnie Ebitson  
Bill Drescher  
Jeff Burch  
Darcy Knight

**Other Attendees:** Jeremy Meyers

**1. 6:30 pm - Call to Order**

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**2. 6:30 pm - CONVENE TO CLOSED SESSION**

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**2.1 Personnel Action - Certificated Employment -1.0 FTE Career Technology Education Teacher**

**VOTE ON IN OPEN SESSION**

**2.2 Non-Public School Placements**

**VOTE ON IN OPEN SESSION**

**2.3 Personnel Information - Leave of Absence**

**2.4 Conference with Jeremy Meyers and Shelly King, District Labor Negotiators, Regarding Labor Negotiations with the Black Oak Mine Teachers Association and the California School Employees Association**

**2.5 Superintendent's Evaluation**

**3. 7:00 pm - RECONVENE OPEN SESSION**

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**3.1 Roll Call**

**3.2 Pledge of Allegiance**

**3.3 Disclosure of Action taken, if any, in Closed Session**

**3.4 ACTION: Adoption of the Agenda**

The Board may act upon an item of business not appearing on the posted agenda if, first, the Board publicly identifies the item, and second, one of the following occurs:

- 1) The Board, by majority vote of the full Board, decides that an emergency exists, as defined in Govt. Code Section 54956.5;
- 2) Upon a decision by a 2/3 vote of the Board members present at the meeting, or if less than 2/3 of the Board members are present, a unanimous vote of those present decides, that there is a need to act immediately and that the need to take action came to the District's attention after the agenda was posted; or
- 3) The item was on the agenda of a prior meeting of the Board occurring not more than five calendar days prior to the date of this meeting, and at the prior meeting the item was continued to this meeting.

**4. COMMUNICATIONS**

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**4.1 Public Hearing - 2020-21 Annual Budget**

**4.2 Public Hearing – 2020-21 Statement of Reserves in Excess of Minimum**

**4.3 Written**

**4.4 Oral**

Members of the public may address the Board on any items of interest to the public that are within the subject matter jurisdiction of the Board, but are not on the agenda or are on the consent agenda. Each person who

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addresses the Board must first be recognized by the presiding officer and then give his/her name. Comments must be directed to the Board as a whole and not to individual members or District employees. Individual speakers will be allowed three (3) minutes to address the Board. However, the Board shall not act upon, respond to, or comment on the merits of any item presented during the Oral Communications, although the Board may ask clarifying questions of the presenter or refer the presenter to a District procedure if appropriate. (Government Code Sections 54954.2 and 54954.3) This is also the time to address any items on the consent agenda.

## 5. REPORTS

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### 5.1 Site Administrators

### 5.2 Superintendent

## 6. INFORMATION AND DISCUSSION

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### 6.1 CSBA 2020 Fall Board Training's and Site Visit Dates for the 2020-21 School Year

EXPLANATION: CSBA offers different training classes in the Fall. The Board of Trustees should review the trainings offered and discuss what trainings to attend.

The Board will discuss dates for site visits during the 2020-21 school year.

[CSBA Fall Board Training.pdf](#)

### 6.2 Board Self-Evaluations

EXPLANATION: The Board of Trustees will evaluate themselves in six areas: Contextual, Educational, Interpersonal, Analytical, Political and Strategic.

BACKGROUND: The Board of Trustees agreed to conduct a self-evaluation every year. The evaluation is based on six dimensions of board competency: Contextual, Educational, Interpersonal, Analytical, Political and Strategic. Listed under each of the six major headings are statements describing a variety of related board actions. Each Board member will score each action according to how frequently it occurs. At the end of each section scores from all Board members will be tabulated and a grade will be assigned for each of the six dimensions of competency.

[Board Self Evaluation Form.pdf](#)

### 6.3 Update Strategic Plans/Goals and Set Fall Study Session Dates

EXPLANATION: The Board of Trustees has a number of initiatives underway and planned. The Board should discuss current initiatives and establish priorities of items for future study sessions meetings. Future study session dates should be set.

## 7. NEW BUSINESS

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### 7.1 ACTION: 2020-21 Annual Budget

RECOMMENDATION: It is recommended that the Board of Trustees adopt the projected 2020-21 Annual Budget.

BACKGROUND: The Board of Trustees shall adopt a sound budget for each fiscal year (before July 1) which is aligned with the district's vision, goals, priorities, Local Control and Accountability Plan (LCAP) and other comprehensive plans. The Board of Trustees shall hold a public hearing on the proposed budget in accordance with Education Code 42103 and 42127.

For the 2020-21 budget cycle, the State of California has extended the deadline for the hearing and approval of the Local Control Accountability Plan until December 31, 2020.

[c.1 2020-21 Adopted Budget.pdf](#)

[c.2 Budget Narrative 06.07.20.pdf](#)

## **7.2 ACTION: 2020-21 Adopted Budget Statement of Reserves - Reason for Assigned and Unassigned Balance above the State Recommended Minimum Level**

RECOMMENDATION: District staff recommends the Board of Trustees approve the 2020-21 Adopted Budget Statement of Reserve – Reason for Assigned and Unassigned Balance above the State Recommended Minimum Level, as presented.

BACKGROUND: In accordance with Education Code Section 42127(a)(2)(B) requires a statement of the reasons that substantiates the need for assigned and unassigned ending fund balances in excess of the minimum reserve standard. The District has been experiencing declining enrollment for two decades, made draconian cuts to budgets and programs during that same period, and is acting prudently to maintain adequate reserves during these uncertain economic times.

[g.1 2020-21 Statement of Assigned and Unassigned Reserves.pdf](#)

## **7.3 ACTION: Budget Reductions**

RECOMMENDATION: It is recommended that the Board of Trustees adopt the 2020-21 Budget Reductions.

BACKGROUND: The Board of Trustees shall adopt a sound budget for each fiscal year (before July 1) which is aligned with the district's vision, goals, priorities, Local Control and Accountability Plan (LCAP) and other comprehensive plans. In order to meet the fiscal obligations of the District and address the implications of a 7.92% net reduction to the Local Control Funding Formula, the District must find savings through reductions to staff and programs.

These 2020-21 Budget Reduction were presented to both the Budget Advisory Committee and the Board of Trustees in May of 2020. Should the State Legislature and the Governor reach a budget consensus that is different than the May Revision, then these reductions may be re-evaluated as needed.

[l.1 Budget Reduction Workbook 06.07.2020.pdf](#)

## **7.4 ACTION: Resolution #2020-13 Reduction in Classified Staff due to Reduction or Elimination of Services for the 2020-21 School Year**

RECOMMENDATION: It is recommended that the Board of Trustees adopt Board Resolution #2020-13 Reduction in Classified Staff Due to Reduction or Elimination of Services for the 2020-2021 School Year.

BACKGROUND: According to the provisions of the Education Code, classified staff must be notified 60 days from service of process. Due to a reduction or discontinuance of services, the classified services listed on Resolution #2020-13 will be reduced.

[Resolution^Reduction of Classified Services6.11.20.pdf](#)

## **7.5 COVID-19 Operations Written Report**

RECOMMENDATION: It is recommended that the Board of Trustees approve the Board of Trustees approve the COVID-19 Operations Written Report as presented.

BACKGROUND: Executive Order (EO) N-56-20 was established on April 22, 2020, to address the impact of continued school closures in response to the COVID-19 pandemic and the local educational agencies' ability to

conduct meaningful annual planning, and the ability to meaningfully engage stakeholders in these processes. EO N-56-20 issued timeline and approval waivers for the Local Control and Accountability Plan and Budget Overview for Parents as well as waving certain budgetary requirements.

The Executive Order also established the requirement that a local educational agency (LEA) adopt a written report (COVID-19 Operations Written Report) explaining to its community the changes to program offerings the LEA has made in response to school closures to address the COVID-19 emergency and the major impacts of such closures on students and families.

[d.1 2020 LCAP COVID-19 Operations Written Report Black Oak Mine Unified School District 20200607.pdf](#)

[d.2 COVID-19 Operations Report Guidance CDE.pdf](#)

## 8. CONSENT AGENDA

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*All matters listed on the Consent Agenda are considered by the Board to be routine and will be enacted by the Board in one motion. There will be no discussion on these items prior to the time the Board votes on the motion unless members of the Board, staff, or public requests specific items to be discussed and/or removed from the Consent Agenda. If items are pulled for discussion, a separate vote will occur on the item(s).*

### 8.1 Superintendent requests approval of items 7.2 - 7.13

#### 8.2 Personnel Action - Certificated Employment - 1.0 FTE Career Technology Education Teacher

**RECOMMENDATION:** It is recommended that the Board of Trustees consider taking action to employ Eric Harrelson as a 1.0 FTE CTE Teacher for the Black Oak Mine Unified School District for the 2020-21 school year.

**BACKGROUND:** The position is necessary due to staffing needs. The certificated personnel action is submitted in accordance with District policy.

[CERTIFICATED EMPLOYMENT.pdf](#)

#### 8.3 Deferred Maintenance Plan for Expenditures

**RECOMMENDATION:** It is recommended that the Board of Trustees consider taking action to approve the Deferred Maintenance Plan.

**BACKGROUND:** The District annually approves an updated Deferred Maintenance Plan to reflect five years out. Updates have been made to the current plan. Mark Koontz, Facilities, Maintenance, Operations and Transportation,

has prepared the plan.

[b.1 Deferred Maintenance Plan - Update June 2020.pdf](#)

#### **8.4 Education Protection Account (EPA)**

**RECOMMENDATION:** It is recommended that the Board of Trustees consider taking action to approve the use of the Education Protection Account funds for certificated teacher salaries and benefits for the regular education program for the 2020-21 school year.

**BACKGROUND:** The Education Protection Account (EPA) provides local educational agencies (LEAs) with general purpose state aid funding pursuant to Proposition 30, the Schools and Local Public Safety Protection Act of 2012, approved by the voters on November 6, 2012. The EPA funding is a component of an LEA's total Local Control Funding Formula entitlement.

The revenues generated from Proposition 30 are deposited into a separate state account called the Education Protection Account (EPA). Proposition 30 requires that the use of EPA funds be determined by the governing board at an open public meeting.

Proposition 30 specifies that LEAs may not use EPA funds for salaries or benefits of administrators or any other administrative costs.

[a.1 20-21 EPA Board Doc.pdf](#)

#### **8.5 Personnel Action - American River Charter School 2020-21 Classified and Certificated Contracts Renewal**

**RECOMMENDATION:** It is recommended that the Board of Trustees approve the certificated and classified personnel action to renew contracts for the American River Charter School as submitted for the 2020-21 school year.

**BACKGROUND:** Employees at the American River Charter School must be employed annually as stated in the Charter petition. These positions are necessary due to current enrollment and are contingent on enrollment numbers. These positions may fluctuate with need. The certificated and classified personnel action is submitted in accordance with District policy.

[American River Charter School Staffing 2020-21.pdf](#)

#### **8.6 Consultant Service Agreement with School Services of California, Inc.**

**RECOMMENDATION:** It is recommended that the Board of Trustees consider taking action to approve the Consultant Service Agreement with School Services of California, Inc.

**BACKGROUND:** The fiscal year 2020-21 contract between School Services of California, Inc. and Black Oak Mine Unified School District covers providing information on issues of school finance, budgets or practices that impact school district fiscal policies and a copy of each edition of the Fiscal Report and Analysis of the Governor's Budget, analysis of all major school finance/fiscal legislation and eight hours of service on fiscal issues as directed by Black Oak Mine. The contract cost is \$3,840.00 annually. The fee will be paid from the General Fund.

[j.1. School Services of California FY 21 05.08.2020.pdf](#)

#### **8.7 Consultant Service Agreement with CSM E-Rate Consultants**

**RECOMMENDATION:** It is recommended that the Board of Trustees consider taking action to approve the Consultant Service Agreement with CSM E-Rate Consultants

**BACKGROUND:** The fiscal year 2020-21 contract between CSM E-Rate Consultants and Black Oak Mine Unified School District covers collecting and submitting Category One and Category Two E-Rate reimbursements through

the FCC E-Rate program. CSM has successfully discovered tens of thousands of dollars in E-Rate credits for the Black Oak Mine Unified School District. This contract renewal has a base contract of \$4,250.00 annually. The fee will be paid from the General Fund.

[k.1 CSM E-Rate Consultants FY21 05.08.2020.pdf](#)

### **8.8 Non-Public School Placements**

**RECOMMENDATION:** It is recommended that the Board of Trustees consider taking action to approve the Non-Public School Placements for the 2020-21 school year.

**BACKGROUND:** One student has been placed at Point Quest Education and one student has been placed at Sierra Foothills Academy.

[Non-Public School Placements.pdf](#)

### **8.9 Resolution #2020-14 Budget Revisions and Transfers**

**RECOMMENDATION:** It is recommended that the Board of Trustees adopt Resolution #2020-14 Budget Revisions and Transfers, allowing for the necessary 2019-20 year end balancing budget adjustments.

**BACKGROUND:** At the close of each fiscal year, a resolution for authorization of year-end budget transfers/revisions for Board approval is submitted. Education Code Sections 42601 and 42602 permit the Governing Board to adopt a resolution authorizing the County Superintendent of Schools to make budget transfers and revisions necessary to complete the fiscal year-end closing process. To ensure the integrity of the board approved operating budget, year-end budget transfers and revisions are limited to major object classifications between the reserve for economic uncertainties and the appropriate revenue and expenditure account classifications. The District will direct the County Superintendent of Schools and prepare the appropriate transfers needed for the year-end fiscal closing. Additionally, all transactions will be reflected in the 2019-2020 Unaudited Actuals that will be provided to the Board in September of 2020.

[i.1 Resolution 2020-14 Budget Revisions & Transfers end of year.pdf](#)

### **8.10 Resolution #2020-15 Establishing Fund Balance Policies as Required by GASB 54**

**RECOMMENDATION:** It is recommended that the Board of Trustees consider taking action to adopt Board Resolution #2020-15 Establishing Fund Balance Policies as Required by GASB 54.

**BACKGROUND:** The Fund Balance Policy is intended to provide guidelines during the preparation and execution of the annual budget to ensure that sufficient reserves are maintained for unanticipated expenditures or revenue shortfalls. It also is intended to preserve flexibility throughout the fiscal year to make adjustments in funding for programs approved in connection with the annual budget. The Fund Balance Policy should be established based upon a long-term perspective recognizing that stated thresholds are considered minimum balances. The main objective of establishing and maintaining a Fund Balance Policy is for the district to be in a strong fiscal position that will allow for better position to weather negative economic trends.

[h.1 GASB 54 Resolution 2020-15 Establish Fund Balance Policies As Required By GASB 54.pdf](#)

### **8.11 Board Meeting Minutes from May 28, 2020**

[5-28-2020 Board Minutes.pdf](#)

### **8.12 Purchase Orders, Warrants, Bids and Quotes**

**RECOMMENDATION:** It is recommended that 2019-20 fiscal year Batch numbers 0071-0073 dated May 7, 2020 to May 21, 2020 for General Fund, Charter School Fund, Cafeteria Fund, Developer Fees Fund, and Enterprise

Fund, for a total \$112,494.68 be approved.

BACKGROUND: Copies of Warrants, which are provided under separate cover for Board of Trustees approvals, include:

| <u>Fund Name and Number</u> | <u>Amount</u> |
|-----------------------------|---------------|
| General Fund 01             | \$75,833.46   |
| Charter School Fund 09      | \$4,566.03    |
| Cafeteria Fund 13           | \$11,702.61   |
| Developer Fees Fund 25      | \$1,527.50    |
| Enterprise Fund 63          | \$18,865.08   |
| Total                       | \$112,494.68  |

[Warrents.pdf](#)

### **8.13 Donations, Gifts, and Bequests**

RECOMMENDATION: It is recommended that the Board of Trustees approve the gifts donated.

BACKGROUND: The following gift was donated to the District:

1) Thorsden Customs LLC donated a Milling Machine, estimated value at \$1595.00, to the CTEIG classes at Golden Sierra Junior Senior High School.

BACKGROUND: The following gifts were donated to Golden Sierra Junior Senior High School athletics:

1) Throughout the 2019-20 school year, various donations were given to athletics departement.

Pursuant to District practice, the Board of Trustees may accept on behalf of and for the District, any bequest, gift of money, or gift of property that is presented to the District. The donor may request that the donation be used for a specific program or at a specific school site. A letter of appreciation will be sent to the donor(s).

[Gifts.pdf](#)

[GSHS Gifts.pdf](#)

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## **9. REPORTS OF THE BOARD**

### **9.1 Board Reports**

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## **10. FUTURE MEETINGS**

Regular meeting of the Board of Trustees: Tuesday, June 23, 2020 via Google Meet at 7:00 PM

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## **11. ADJOURNMENT**

### **11.1 Time**

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