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**MONSON-SULTANA JOINT UNION ELEMENTARY SCHOOL DISTRICT**

**Regular Meeting**

**February 5, 2013**

**6:00 P.M.**

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**1.0 CALL TO ORDER:**

The meeting was called to order by Trustee Belknap at 6:00 P.M.

1.1 Roll Call:

Trustees present: Belknap, George, Quintana  
Trustees absent: Simmons, Veeh  
Secretary: Roy Woods, present

1.2 Guests/Staff Present:

Benita Cortez

**2.0 OPPORTUNITY TO ADDRESS THE BOARD:**

None

**3.0 APPROVAL OF MINUTES:**

Trustee George moved and Trustee Quintana seconded the motion to approve the minutes of the January 8, 2013 meeting. **PASSED**

**4.0 CORRESPONDENCE:**

4.1 California Department of Education Notice of Program Improvement

Mr. Woods reviewed a CDE letter dated December 18, 2012 which provided the district with Program Improvement Year 4 status.

4.2 Tulare County Office of Education Review of First Interim Budget Report

Mr. Woods reviewed a TCOE letter dated January 15, 2013 which reviewed the district's First Interim budget report. The review stated that the First Interim report "reflected a satisfactory fiscal position and indicates the district will be able to meet its financial obligations".

**5.0 SUPERINTENDENT'S/PRINCIPAL'S REPORT:**

<u>Budget Report</u>	<u>Beg. Balance</u>	<u>Revenue</u>	<u>Expenditures</u>	<u>Ending Balance</u>
General Fund	\$ 754,937.97	\$342,969.78	\$333,388.35	\$764,519.40
Revolving Cash Fund	7,377.32	.06	898.00	6,479.38
Student Body Account	14,541.61	422.78	1,076.30	13,888.09
Cafeteria Account	67,922.87	22,518.19	19,982.50	70,458.56
New Construction	1,440.73	.24	-0-	1,440.97

5.1 Average Daily Attendance:

ADA for the 5<sup>th</sup> attendance accounting period was reported at 432.

5.2 Mid-Year Tax Revenue Anticipation Note (TRAN)

Business Manager Benita Cortez reported to the Board that the district qualified for a low-cost, short-term loan to assist with low cash balances at the end of the current fiscal year. She explained that the Board has previously approved the resolution authorizing the TRAN.

5.3 ACSA Business Administrator of the Year

Mr. Woods reported that Benita Cortez had been recognized by ACSA as the County Business Administrator of the Year. President Belknap praised Mrs. Cortez and thanked her for all she has done for the district.

**6.0 OLD BUSINESS:**

None

**7.0 CONSENT ITEMS:**

- 7.1 Public Hearing on Flexibility Transfers Under SBX3 4  
A public hearing on flexibility transfers under SBX3 4 was opened at 6:17 P.M. and closed at 6:18 P.M. There were no members of the public who requested to speak.
- 7.2 Categorical Program Flexibility Transfers  
Trustee Quintana moved and Trustee George seconded the motion to approve flexibility transfers for FY 2012-13. PASSED
- 7.3 Budget Revision 002-13  
Trustee George moved and Trustee Quintana seconded the motion to approve Budget Revision 002-13. PASSED
- 7.4 Surveillance Camera System Upgrade  
Trustee Quintana moved and Trustee George seconded the motion to approve the quote from A&G Telephone to upgrade the campus camera system. PASSED
- 7.5 Board Policy Manual Updates  
Trustee George moved and Trustee Quintana seconded the motion to approve CSBA’s Board Policy Update recommendations. PASSED

**8.0 AUTHORIZATION OF VENDOR PAYMENTS:**

Trustee George moved and Trustee Quintana seconded the motion to approve vendor payments for the period 12/28/12 through 1/25/13.

**9.0 PERSONNEL:**

- 9.1 Request for Continuance of Benefits Through Extended Maternity Leave  
Trustee George moved and Trustee Quintana seconded the motion to approve teacher Kate Jost’s request to have the district continue paying health benefits during extended maternity leave. PASSED

**10.0 CLOSED SESSION:**

The meeting was called into Closed Session at 6:38 P.M.

The Board discussed budget issues with regard to how proposed changes to the State budget will impact future negotiations with employee groups.

Closed Session adjourned at 6:55 P.M.

**11.0 ADJOURNMENT:**

Mr. Woods reported out Closed Session items. Trustee Quintana moved and Trustee George seconded the motion to adjourn at 7:04 P.M. PASSED

Respectfully Submitted,

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Jeff Belknap President

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Roy Woods Secretary

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Lynn Simmons Clerk

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Bette George Trustee

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Delbert Quintana Trustee

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Randy Veeh Trustee