

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

**Regular Meeting**

**January 16, 2024**

**5:30 P.M**

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**1.0 CALL TO ORDER:**

The meeting was called to order by Trustee Quintana at 5:30 P.M.

1.1 Roll Call

Trustees present: Simmons, Cepeda, Worthley, Belknap (Via Zoom), and Quintana

Trustees absent: None

Secretary: Roberto Vaca

**2.0 PUBLIC COMMENT ON CLOSED SESSION TOPICS:**

None

**3.0 EXECUTIVE CLOSED SESSION:**

Trustee Quintana called the meeting into closed session at 5:32 P.M. and was called back to regular session at 6:36 P.M.

**4.0 REGULAR/OPEN SESSION:**

4.1 Flag Salute

Trustee Quintana led all those in attendance for the Flag Salute.

4.2 Report of Action Taken in Closed Session

No action was taken during the closed session to report.

4.3 Guests/Staff Present

Benita Cortez, Jaqueline Montejano, Katherine Arreguin, William Okutsu (Eide Bailly), Melissa Mendoza, Stephen Miller, Joseph Rico, Catherine Diaz, Jennifer Melban, Mary Pauls, Michelle Larralde, Florencia Gonzalez, Mosera Cristobal, Dain Arias, Erica Miramontes, Mayra Ortega, Kaylie Mendoza, Audrie Adlard, Braulio Rodriguez, Edward Bedoya, Caryn Garcia, Wendy Cuevas, and Denise Bese.

**5.0 OPPORTUNITY TO ADDRESS THE BOARD:**

None

**6.0 APPROVAL OF MINUTES:**

Trustee Simmons moved and Trustee Cepeda seconded the motion to approve the minutes of the December 12, 2023 Regular Meeting and the December 18, 2023 Special Meeting. PASSED

**7.0 CORRESPONDENCE:**

None

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

8.1.1: Annual Audit Report - William Okutsu, Auditor and representative of Eide Bailly presented on the District's Audit Report for July 1, 2022 to June 30, 2023 fiscal year.

Trustee Worthley moved and Trustee Cepeda seconded the motion to approve the Annual Audit Report as presented. PASSED

**8.0 SUPERINTENDENT’S/  
PRINCIPAL’S REPORT:**

8.1.2: Construction Update - Superintendent Vaca provided a brief update on the new classrooms/modular which are now in use for meetings and board meetings. There was a visit from other administrators and campuses to see the progress of our projects. 2.2 Million dollars has been allocated for modernization: the old library building will be rebuilt and new playgrounds/jungle gym equipment will be installed as soon as approval from DSA is granted. Bidders for this project will be brought to the next board meeting. With these new construction projects, the fire alarm panels are needing to be changed to connect the new classrooms and library to the gym’s panel due to funding. Finally, the tentative date to receive keys to the Student Education & Activity Center (Gym) will be June 30, 2024.

**9.0 CONSENT ITEMS:**

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| 9.1 | Interdistrict Requests   | Trustee Simmons moved and Trustee Belknap seconded the motion to approve interdistrict attendance requests 9.1.1 through 9.1.3. PASSED                                   |
| 9.2 | CUPCCA 2024 Bidder List  | Trustee Worthley moved and Trustee Cepeda seconded the motion to approve the list of Cost Account Contracts as presented. PASSED   |
| 9.3 | Field Trips 2023-2024 Amendment  | Trustee Cepeda moved and Trustee Worthley seconded the motion to approve the field trip amendment as presented. PASSED   |
| 9.4 | Child Evangelism Fellowship Good News Club                               | Trustee Simmons moved and Trustee Cepeda seconded the motion to approve the Child Evangelism Fellowship (CEF) - Good News Club Agreement for the Spring Semester. PASSED |
| 9.5 | AERIES Student Information System Renewal                                | Trustee Worthley moved and Trustee Simmons seconded the motion to approve the renewal contract with AERIES Student Information System. PASSED                            |
| 9.6 | Consolidated Application and Reporting System (CARS) - Winter Collection | Trustee Cepeda moved and Trustee Belknap seconded the motion to approve the Consolidated Application and Reporting System (CARS) - Winter Collection Report. PASSED      |
| 9.7 | Budget Revision 001-24   | Trustee Worthley moved and Trustee Belknap seconded the motion to approve Budget Revision 001-24. PASSED   |

**10.0 AUTHORIZATION OF  
VENDOR PAYMENTS:**

Trustee Simmons moved and Trustee Worthley seconded the motion to approve vendor payments for the period of 12/4/23- 1/5/24. PASSED

**11.0 PERSONNEL:**

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|------|---|--|
| 11.1 | Personnel Order   | Trustee Worthley moved and Trustee Cepeda seconded the motion to approve personnel order 11.1.1, the hiring of Yomayra Martinez as Instructional Assistant. PASSED |
| 11.2 | 2023-2024 AB1200 Salary Settlement Disclosure Agreement | Trustee Simmons moved and Trustee Belknap seconded the motion to approve the 2023-2024 AB1200 Salary Settlement Disclosure agreement. PASSED                       |

**12.0 CLOSING ACTIVITIES:**

Trustee Quintana debriefed those present about the town hall attendance on Fentanyl that Mr. Vaca and Trustee Quintana went to. This included a possible resolution during next month’s meeting to be able to administer Narcan to students. Trustee Quintana also discussed classroom observations which included engaged students with synchrony of teachers and students. Trustee Worthley thanked the Associate Student Body(ASB) and FUEL for the invitation of events such as Hot Cocoa with Santa and the Secret Santa Food Drive. She also discussed a successful In-Service and the observance of taking in data and utilizing it in the classrooms. Finally, Mr. Vaca touched base and thanked the Food Service and Maintenance, Operations, and Transportation (MOT) teams for getting the campus ready for the Spring Semester and working through the struggle of preparing meals during the freezer shut down which spoiled roughly \$6,000 during Christmas break.

**13.0 ADJOURNMENT:**

Meeting adjourned at 7:25 P.M.

Respectfully Submitted,

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Delbert Quintana President

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Roberto Vaca Secretary

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Robert Cepeda Clerk

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Jeff Belknap Trustee

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Vicki Worthley Trustee

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Lynn Simmons Trustee