

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

**Regular Meeting**

**November 7, 2023**

**5:30 P.M**

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**1.0 CALL TO ORDER:**

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

1.1 Roll Call

Trustees present: Worthley, Cepeda, Belknap (Via Zoom), and Quintana  
Trustees absent: Simmons  
Secretary: Roberto Vaca (Via Zoom)

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

None

**3.0 EXECUTIVE CLOSED  
SESSION:**

Trustee Quintana called the meeting into closed session at 6:31 P.M.  
and was called back to regular session at 6:38 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

Melissa Valdez, Benita Cortez, Jaqueline Montejano, Dain Arias,  
Katherine Arreguin, Brandon Corcoran, Stephen Miller, Diego Quintero  
(ASB), Samantha Lopez (ASB), Aaliyah Moreno (ASB), David  
Camarillo (ASB, FUEL), and Kasandra Aranzazu (FUEL).

**5.0 OPPORTUNITY TO  
ADDRESS THE BOARD:**

None

**6.0 APPROVAL OF MINUTES:**

Trustee Cepeda moved and Trustee Worthley seconded the motion to  
approve the minutes of the October 3, 2023 regular meeting. PASSED

**7.0 CORRESPONDENCE:**

7.1 2023-2024 Budget  
Approval Letter

Business Manager, Benita Cortez shared correspondence from Tulare  
County Office of Education indicating approval of Monson-Sultana's  
adopted budget for the 2023-2024 fiscal year.

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

8.1.1: Campus Update - The Associate Student Body (ASB) Cabinet  
reported on events happening on campus for the month of November  
which included the Fall Carnival, FUEL Saturday Academy trip to  
Fresno State, the ASB CADA Conference, Red Ribbon Week, After  
School Color Run, Halloween, and Pumpkin Patch Festivities.

8.1.2: Construction Update - Superintendent Vaca provided a brief update on the Construction Project and the completion of the Student Education & Activity Center (Gym) while also providing tentative dates of occupancy for the new classroom modulars.

## **9.0 CONSENT ITEMS:**

- |      |   |  |
|------|---|--|
| 9.1  | Interdistrict Requests                                    | Trustee Cepeda moved and Trustee Worthley seconded the motion to deny interdistrict attendance request 9.1.1. PASSED   |
| 9.2  | Health (Nurse) Scope of Service & Agreement               | Trustee Belknap moved and Trustee Cepeda seconded the motion to approve the agreement with Tulare County's School Health Programs for continuance of their services. PASSED  |
| 9.3  | Annual Renewal of Super CO-OP School Year (SY) 2024-2025  | Trustee Belknap moved and Trustee Worthley seconded the motion to approve the Annual Renewal of Super Co-Op for the 2024-2025 School year. PASSED                            |
| 9.4  | Annual Report of Developer Fees for Fiscal Year 2022-2023 | Trustee Belknap moved and Trustee Cepeda seconded the motion to approve the Annual Report of Developer Fees for Fiscal Year 2022-2023. PASSED                                |
| 9.5  | CSBA Membership & Service Renewal                         | Trustee Cepeda moved and Trustee Worthley seconded the motion to approve the renewal and agreement with CSBA for continuation of services. PASSED                            |
| 9.6  | Resolution 11-23-01                                       | Trustee Worthley moved and Trustee Cepeda seconded the motion to approve Resolution 11-23-01. PASSED   |
| 9.7  | Organizational Meeting Date                               | Trustee Cepeda moved and Trustee Worthley seconded the motion to formally approve the date of annual organizational meeting to be held on Tuesday, December 12, 2023. PASSED |
| 9.8  | Budget Revision 011-23                                    | Trustee Cepeda moved and Trustee Belknap seconded the motion to approve Budget Revision 011-23. PASSED   |
| 9.9  | Declaration of Surplus and Obsolete Equipment             | Trustee Worthley moved and Trustee Cepeda seconded the motion to approve the sale, donation, and disposal of the presented equipment.<br>PASSED                              |
| 9.10 | Zacher's Automotive Recyclers Bus Offer                   | Trustee Worthley moved and Trustee Belknap seconded the motion to approve the offer from Zacher's Automotive Recyclers, Inc. PASSED  |
| 9.11 | Light Tower Bids  | Trustee Belknap moved and Trustee Worthley seconded the motion to approve the bid and purchase from Cal Turf Equipment & Supply.<br>PASSED                                   |

## **10.0 AUTHORIZATION OF VENDOR PAYMENTS:**

Trustee Cepeda moved and Trustee Worthley seconded the motion to approve vendor payments for the period of 9/17/23- 10/13/23.  
PASSED

## **11.0 PERSONNEL:**

- |      |                     |   |
|------|---------------------|---|
| 11.1 | Personnel Order (A) | Trustee Cepeda moved and Trustee Worthley seconded the motion to approve personnel orders 11.1.1 through 11.1.4 as presented.<br>PASSED |
|------|---------------------|---|

11.2 Behavior Instructional Aide  
& Instructional Assistant Job  
Description Amendment

Trustee Worthley moved and Trustee Cepeda seconded the motion to approve the revised Job Description for the positions of Behavior Instructional Aide (BIA) and Instructional Assistant (IA). PASSED

**12.0 ADJOURNMENT:**

Meeting adjourned at 7:09 P.M.

Respectfully Submitted,

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Lynn Simmons President

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Roberto Vaca Secretary

\_\_\_\_\_  
Delbert Quintana Clerk

\_\_\_\_\_  
Jeff Belknap Trustee

\_\_\_\_\_  
Robert Cepeda Trustee

\_\_\_\_\_  
Vicki Worthley Trustee