SILVER FORK SCHOOL DISTRICT

M I N U T E S

Regular Board Meeting
Board of Trustees
December 15, 2009

Call to Order   The meeting was called to order at 4:01 p.m. by Board Clerk Carol Menke-Clark at Silver Fork School.

Members Present  Mary Erba
Carol Menke-Clark

James Ussery arrived at 4:09 p.m.

Annual Organizational Meeting

It was moved by Mrs. Erba, seconded by Mrs. Clark, as follows:
• Nomination of James Ussery as President
• Nomination of Carol Menke-Clark as Clerk
Motion unanimously carried with two Ayes, zero Noes, and one Absent (Mr. Ussery).

Determination - Date, Time, and Location of Regular Meetings in 2010

It was moved by Mrs. Clark, seconded by Mrs. Erba to set the date and time of the 2010 regular meetings of the Silver Fork School District Board of Trustees as the fourth Tuesday of the month (with one exception: December 7), at 4:00 p.m. at the Silver Fork School. Motion unanimously carried.

It was the unanimous consensus of the Board to leave vacant the position of EDCSBA Representative.

Adoption of Agenda

It was moved by Mrs. Erba, seconded by Mrs. Clark, to adopt the agenda. Motion unanimously carried.

Approval of Minutes

It was moved by Mrs. Clark, seconded by Mrs. Erba, to approve the Minutes of the Regular Board Meeting of October 7, 2009. Motion unanimously carried.

Public Comment

There were no public comments.

Mr. Ussery arrived at this point in the meeting.
Presentations, Hearings, Reports, and Discussion

Public Hearing - Tier III State Categorical Flexibility

President Ussery opened the Public Hearing for Tier III State Categorical Flexibility. Board members reviewed the carryover balances of funds for Categorical Programs that were flexed in 2008-2009 and the amount of estimated funds the district will receive in 2009-2010 for Categorical Programs subject to flexibility provisions. All flexed funds will be tracked internally, and additional board action will be required to utilize them for anything other than their original purpose. If the flexibility option is not exercised in the year the funds are received, it may not be possible to flex them as carryover in another fiscal year. Board action is required to accept Tier III flexibility and make available to the district the option to utilize the flexed funds as a means of mitigating revenue cuts and to maximize educational stability across all district programs. There being no further comments or questions, the Public Hearing was closed.

Discussion - Deferred Maintenance Extreme Hardship Project/Paving

When our district signed a contract with Johnson Controls, Inc. (JCI) in September 2007, we agreed to pay 10% of the total project budget for design, engineering, and development, if apportionment for a Deferred Maintenance Extreme Hardship grant was successfully obtained from the state for paving, and the project was not implemented with JCI. Due to the state budget crisis, the apportionment is being paid to us over a period of five years, rather than in a lump sum payment. The state has also allowed these funds to be “flexed,” giving us the option to use them as a means of mitigating revenue cuts; however, we cannot apply for another grant for the same purpose in the future. The district has received the first payment from the state, and the release of the second payment has been approved. Both JCI and the district’s attorney agree that we still have the obligation to pay JCI. Ten percent of the original total project budget is $58,139. JCI has agreed to accept a buyout of $52,500; however, this amount would be significantly reduced if we proceed with the project. There is also the possibility of realizing more savings from the contractors, if the project proceeds.

It was the general consensus of the Board to bring this topic back for further discussion when more information regarding the state budget is available.
Finance and Business

Approval - 2009-10 Operations Application K-3 Class Size Reduction Program
It was moved by Mr. Ussery, seconded by Mrs. Erba, to approve the 2009-10 Operations Application K-3 Class Size Reduction Program. Motion unanimously carried.

Approval - Tier III State Categorical Flexibility
It was moved by Mr. Ussery, seconded by Mrs. Erba, to approve Tier III State Categorical Flexibility. Motion unanimously carried.

Approval - Quarterly Report on Investments for the quarter ending September 30, 2009, as presented.
It was moved by Mr. Ussery, seconded by Mrs. Erba, to approve the Quarterly Report on Investments for the quarter ending September 30, 2009, as presented. Motion unanimously carried.

Acceptance - First Interim Report
Chief Fiscal Officer Sean Martin presented the First Interim Budget Report to the Board. He reported the following:

- The majority of funding comes from taxes, putting the district in Basic Aid status. In Basic Aid Status, income is not affected by changes in enrollment. If enrollment increases, costs also increase, but income does not.
- The Tax Collector’s Office estimates an increase in revenues.
- Additional funds were received through the federal American Recovery and Reinvestment Act (ARRA), state fiscal stabilizations funds, and a PC Pals Award from Intel.
- The cut to transportation decreased from 65% to 20%.
- ARRA funds were used for 30% of the math specialist teacher; funds are one-time and cost will be moved to unrestricted funds after 09-10.
- The REAP allocation was used for 50% of the math specialist teacher.

The multi-year projection shows the district has a balanced budget for 2009-10. In 2010-11 and 2011-12. However, the district anticipates ongoing deficit spending in the unrestricted fund due to decreased restricted revenues, and possible adjustments to the District’s allocation of funding may be necessary.

It was moved by Mr. Ussery, seconded by Mrs. Erba, to accept the First Interim Budget Report as presented. Motion unanimously carried.
Presentation - 2008-2009 Audit

Chief Fiscal Officer Sean Martin reviewed with the Board a summary of the 2008-2009 Audit Report prepared by the Stephen Roatch Accountancy Corporation which included the following information:

- Financial statements and supplementary financial and statistical information, including the schedule of state and federal financial assistance, were presented fairly.
- The district complied with applicable state laws and regulations tested in accordance with the audit guide.
- There were no instances of noncompliance found.
- There were no material weaknesses or reportable conditions in the system of internal controls.
- There were no audit findings.

Adoption - Resolution No. 2009-2010-06

CFO Sean Martin explained that all school districts in El Dorado County have received excess liability coverage through Schools Excess Liability Fund (SELF) for many years as members of Schools Insurance Authority (SIA). Due to concerns regarding SELF’s increasing rates and the current economic uncertainties, SIA has found comparable coverage at a lower cost and will withdraw from SELF, effective June 30, 2010. Since each SIA member district is a member of SELF in its own right as well as a member of SIA, each individual district must submit the required notice and resolution.

It was moved by Mr. Ussery, seconded by Mrs. Erba, to adopt Resolution No. 2009-2010-06, in the Matter of Determination to Withdraw from the Schools Excess Liability Fund. Motion unanimously carried.

Approval - Revised Agreement for Administrative Services

The revised Administrative Services Agreement with Pollock Pines Elementary School District reflects an updated section regarding facilities oversight and supervision with an increased payment in the amount of $5,500, effective July 1, 2009.

It was moved by Mr. Ussery, seconded by Mrs. Erba, to approve the revised Agreement for Administrative Services provided to Silver Fork Elementary School District for the 2009-2010 school year. Motion unanimously carried.

CFO Sean Martin explained that administrators of the district’s 403(b) plan will change from Tax Deferred Services (TDS) to CalSTRS 403bComply, effective February 1, 2010. There have been serious concerns with the service provided by TDS and recent increases in the fee structure for those services. This change of
administrators is occurring with school districts countywide in an effort to improve service and minimize cost. There will be no additional paperwork required for existing 403(b) participants, and classified employees will have access to all 403(b) services, even though the plan will be through CalSTRS.

Approval - Termination of Agreement with the TDS Group

It was moved by Mr. Ussery, seconded by Mrs. Clark, to approve termination of the agreement with the TDS Group as designated administrator of the district’s 403(b) and 457 plans, effective January 31, 2010. Motion unanimously carried.

Adoption - Resolution No. 2009-2010-07

It was moved by Mr. Ussery, seconded by Mrs. Clark, to adopt Resolution No. 2009-2010-07, 403(b) Compliance and Administration Program entitled CalSTRS 403bComply. Motion unanimously carried.

Approval - Agreement for E-Rate Consulting Services

It was moved by Mr. Ussery, seconded by Mrs. Erba, to renew the Agreement for Professional Services with Larry Talbert for E-Rate Consulting Services. Motion unanimously carried.

Board Policies and Administration

Certification - Williams Act Uniform Complaint Procedures Quarterly Report

It was moved by Mr. Ussery, seconded by Mrs. Erba, to certify the Williams Act Uniform Complaint Procedures Quarterly Report for the period of July 1, 2009 – September 30, 2009. Motion unanimously carried.

Review - Facility Inspection Program Report

Board members reviewed the Facility Inspection Program Report.

Tabled - The Single Plan for Student Achievement

Approval of The Single Plan for Student Achievement was tabled until the next regular board meeting.

Adopted - Amended Board Policy 4050.8

It was moved by Mr. Ussery, seconded by Mrs. Erba, to adopt amended Board Policy 4050.8, “Catastrophic Illness or Injury Leave – Certificated and Classified Employees.” Motion unanimously carried.

Adopted - New Board Policy and Administrative Regulation 4057

It was moved by Mr. Ussery, seconded by Mrs. Erba, to adopt new Board Policy and Administrative Regulation 4057, “Employee Safety.” Motion unanimously carried.
Adopted - Amended Board Policy and Administrative Regulation 4115

It was moved by Mr. Ussery, seconded by Mrs. Erba, to adopt amended Board Policy and Administrative Regulation 4115, “Evaluation/Supervision.” Motion unanimously carried.

Personnel

Review - Credential Affidavits

Annual reports of administrative and teachers’ assignments declaring that all persons in certificated positions were properly credentialed were submitted for Board review. It was moved by Mr. Ussery, seconded by Mrs. Clark, to accept the submitted Affidavits. Motion unanimously carried.

Staff Reports and Announcements

Mrs. Cover reported on the following:
- Current enrollment is 13.
- The piano was recently tuned.
- The new attendance program is working.
- It has been very helpful to have Mrs. Lambert’s programs in place for the entire year.

Superintendent’s Reports, Announcements, and Communications

The Superintendent reported on the following:
- Deferred Maintenance Extreme Hardship – The representative from Johnson Controls, Inc. has stated that the company is more interested in doing the paving project than in recovering their 10% developer fee for project preparation.
- Breakfast – After the winter break, the food service program will be expanded to provide breakfast for students. Breakfasts will be provided by Pollock Pines School District and will not require any preparation by Silver Fork staff.
- Field Trip – At the end of the year, Susan Spencer will take the 6-8th grade students to Leoni Meadows for a week. Mary Erba volunteered to be the second chaperone on the trip.

Board Members’ Reports and Communications

No future board agenda topics were suggested, and there were no board member reports.

Consent Agenda

It was moved by Mr. Ussery, seconded by Mrs. Clark, to approve the Consent Agenda. Motion unanimously carried.
1. Approval of Warrants

Adjournment

There being no further business, it was moved by Mr. Ussery, seconded by Mrs. Clark, to adjourn the meeting at 5:04 p.m. Motion unanimously carried.

Respectfully submitted,
Susan Spencer
District Superintendent and
Secretary to the Board

APPROVED:

James Ussery, President

DATE: _______________