

# Liberty Elementary School District

Board Meeting of the Board of Trustees

## *Minutes*

Liberty Elementary School

Library

1771 East Pacific Avenue, Tulare, CA 93274

**Tuesday, September 12, 2023**

**6:00pm**    **1.0**    **Call to Order**    *6:01 p.m.*

**2.0**    **Adopt Agenda (Action Item)**

This item is provided as an opportunity for trustees, through consensus, to approve, re-sequence, or table agenda topics. In accordance with the Brown Act Requirements effective July 1, 2008, if documents are distributed to board members concerning an agenda item within 72 hours of a regular board meeting, at the same time the documents will be made available for public inspection at the District Office located at 1771 E. Pacific Ave. Tulare, CA 93274.

In compliance with the Americans with Disabilities Act and the Brown Act, if you need special assistance to participate in this meeting, including receipt of the agenda and documents in the agenda package in an alternate format, please contact the Liberty Elementary School District Office at (559) 686-1675. Notification 48 hours prior to the meeting will enable the district to make reasonable arrangements to ensure accessibility to this meeting (28CFR35.102-35, 104 ADA Title II), and allow for the preparation of documents in the appropriate alternate format.

**3.0**    **Adjourn to Closed Session 6:01 p.m.**

The Board may adjourn to closed session to discuss matters of personnel security, negotiations, student discipline, litigation, or other matters as authorized by the government Code Section 3459.1, 5496.6 and 54967.6 and Ed Code Sections 35136 and 48913.

- a. **(Ed Code Section 35146, 48900) Student Discipline & Other Confidential Student Matters.**
- b. **(Gov. Code 54957) Public Employee Discipline/Dismissal/Release**
- c. **(Gov. Code 54957) ) Superintendent/Principal Contract**
- d. **(Gov. Code 54957) Employment, resignations, transfers, etc. of Certificated and Classified Personnel**
- e. **(Gov. Code, 3549.1) Negotiations**

**6:30pm**    **4.0**    **Open Session**    *6:32 p.m. No Action Taken*

**4.1**    **Flag Salute**

<b>4.2</b>	<b>Roll Call:</b>	Ron Koetsier	President	<b><i>Present</i></b>
		John Beaver	Clerk	<b><i>Present</i></b>
		Jill White	Member	<b><i>Present</i></b>
		Jonathon Thorpe	Member	<b><i>Present</i></b>
		Diane Tanner	Member	<b><i>Present</i></b>

Also in attendance for Closed and Open Session: Deanna Cardoza (Superintendent)

- 4.3 **Board President** – Opportunity for Board President to comment or report on any matters pertinent or of concern to the Board.  
a. **Board President to announce Closed Session Items of Discussion.**
- 4.4 **Public Comments:**  
Those in the audience desiring to address the Board regarding items not on the agenda may do so at this time. Each speaker is to have (3) three minutes to address the Board and make a brief statement, express his/her viewpoint, or ask a question regarding matters related to the school system. Please understand that the Board does not take action on non-agenda items.
- 5.0 **Information Items:**  
This item provided is for informational reports and will highlight district and student events and successes.
- 5.1 **Staff Reports** - Opportunity for Liberty Elementary School Staff Members to comment or report on any matters pertinent or of concern to the Board.
- 5.2 **Principal**– Opportunity for Principal to comment or report on any matters pertinent or of concern to the Board. *Back to School Night was a success. We had 72% parent participation. Food Vendors proceeds are for the 8<sup>th</sup> grade graduation trip.*
- 5.3 **Superintendent-** Opportunity for Principal to comment or report on any matters pertinent or of concern to the Board.  
a. AB1266  
b. Sports Fields/Synthetic Track Update *Project has started*  
c. School Board Site Visits 2023-2024 *Calendar provided*
- 5.4 **Updated CSBA June 2023 Board Policies**
- 6.0 **Action Items:**  
These items are provided for Board information, discussion, and/or action.
- 6.1 **Approval of Consent Agenda:**  
**Minutes of Special Board Meeting August 8, 2023 and payment of warrants**
- \*Open Public Hearing: Determining the Pupils have sufficient textbooks/instructional materials 6:45 p.m. No Public comments**
- 6.2 **Approval of Resolution No. 2023-2024-01- In the Matter of Determining that Pupils have Sufficient Textbooks or Instructional Materials for the 2023-2024 School Year**  
*John Beaver made a motion to approve items 6.1-6.7 Plan 2<sup>nd</sup> made by Jonathon Thorpe*  
*Ayes: Ron Koetsier, Diane Tanner, John Beaver, Jonathon Thorpe and Jill White Noes: 0*  
*Abstain: Absent: 0* *Motion Carried*
- 6.3 **Approval of Resolution No. 2023-2024-02–In the Matter of Establishing an Estimated Appropriations Limit for the 2023-2024 Fiscal Year and Actual Appropriations Limit for the 2022-2023 Fiscal Year**

- 6.4 **Approval of Resolution No. 2023-2024-03 In the Matter of Authorizing for County Superintendent of Schools to make year-end Budget Transfers**
- 6.5 **Approval of Resolution No. 2023-2024-04 In the Matter of Authorizing Inter-Fund Loan for Cash Flow purposes**
- 6.6 **Approval of Resolution No. 2023-2024-05 In the Matter of Authorizing Inter-fund Transfers in Accordance with Budget**
- 6.7 **Approval of the Consolidated Application including the 2023-2024 Federal Addendum Certification, 2023-2024 Certification of Assurances and the 2021-2022 and 2022-2023 Part A Fiscal Expenditure report.**
- 6.8 **Approval of proposed Salary Schedule and negotiated agreement with the Liberty Teachers Association**  
*Jonathon Thorpe made a motion to approve the 2023-2024 Proposed Salary Schedule and agreement with Liberty CTA 2<sup>nd</sup> made by Diane Tanner Ayes: Ron Koetsier, Diane Tanner, John Beaver, Jonathon Thorpe and Jill White Noes: 0 Abstain: Absent: 0*  
*Motion Carried*
- 6.9 **Approval of 5% increase to Classified Staff**  
*John Beaver made a motion to approve the 5% increase to the Classified Staff 2<sup>nd</sup> made by Jonathon Thorpe Ayes: Ron Koetsier, Diane Tanner, John Beaver, Jonathon Thorpe and Jill White Noes: 0 Abstain: Absent: 0*  
*Motion Carried*
- 6.10 **Approval of 2023-2028 AED Plan**  
*Diane Tanner made a motion to approve the 2023-2028 AED Plan 2<sup>nd</sup> made by Jonathon Thorpe Ayes: Ron Koetsier, Diane Tanner, John Beaver, Jonathon Thorpe and Jill White Noes: 0 Abstain: Absent: 0*  
*Motion Carried*
- 6.11 **Approval of Addendum No. 1 Agreement with KYA Services LLC for Sports Fields Upgrades Project; Authorize Superintendent or Designee to negotiate and finalize**  
*John Beaver made a motion to approve the Addendum No. 1 with KYA Services 2<sup>nd</sup> made by Diane Tanner Ayes: Ron Koetsier, Diane Tanner, John Beaver, Jonathon Thorpe and Jill White Noes: 0 Abstain: Absent: 0*  
*Motion Carried*
- 6.12 **Approval of 2022-2023 Unaudited Actuals**  
*John Beaver made a motion to approve the 2022-2023 Unaudited Actuals 2<sup>nd</sup> made by Jill White Ayes: Ron Koetsier, Diane Tanner, John Beaver, Jonathon Thorpe and Jill White Noes: 0 Abstain: Absent: 0*  
*Motion Carried*

**Adjourned: 6:57 p.m.**

Accounts Payable Final Prelist - 9/7/2023 2:52:30PM

\*\*\* FINAL \*\*\*

Batch No 317

Audit  
Amount Flag EFT

Vendor No	Vendor Name	Reference Number	Invoice Date	PO #	Invoice No	Separate Check	Account Code	Amount	Flag	EFT
000585	AT&T	PV-240141	9/7/2023		BAN9391057381		010-00000-0-00000-82000-59000-0	\$362.05	Monthly	
	AT&T	PV-240142	9/7/2023		BAN9391028846		010-00000-0-00000-82000-59000-0	\$258.14	Billing	
								<b>Total Check Amount:</b>		
								\$620.19		
000932	BRENDA ALLENDER	PV-240138	8/31/2023		AUGUST		010-00000-0-11100-10000-43000-0	\$28.82	mileage	
								<b>Total Check Amount:</b>		
								\$28.82		
000987	CAL. STATE BAND CHAMPIONSHIPS	PV-240143	9/7/2023		25541146268683		010-00000-0-11100-10000-43000-0	\$350.00	Band	
								<b>Total Check Amount:</b>		
								\$350.00		
000797	CVIN / VAST	PV-240144	9/7/2023		47481		010-00000-0-00000-82000-59000-0	\$292.50	Monthly Billing	
								<b>Total Check Amount:</b>		
								\$292.50		
000958	DEERE CREDIT SERVICES INC	PV-240146	9/7/2023		2819845		010-00000-0-00000-91000-74380-0	\$149.09	Monthly	
	DEERE CREDIT SERVICES INC	9/7/2023			2819845		010-00000-0-00000-91000-74390-0	\$526.45	GP Billing	
								<b>Total Check Amount:</b>		
								\$675.54		
000499	JOANNA FUNG	PV-240145	9/7/2023		SERVICES		010-00000-0-00000-71000-58000-0	\$3,200.00	Consultant	
								<b>Total Check Amount:</b>		
								\$3,200.00		
000986	KASEY WHITNEY	PV-240140	9/7/2023		SUPPLIES		010-00000-0-11100-10000-43000-0	\$500.00	Inst. Supp.	
								<b>Total Check Amount:</b>		
								\$500.00		
000346	LANGE PLUMBING SUPPLY, INC	PV-240136	8/31/2023		879797		010-00000-0-00000-82000-43000-0	\$161.94	Inst. Supp.	
								<b>Total Check Amount:</b>		
								\$161.94		
000311	Mcgraw Hill LLC	PV-240135	8/24/2023		129103711001		010-00000-0-11100-10000-41000-0	\$1,980.00	curriculum	
								<b>Total Check Amount:</b>		
								\$1,980.00		
000501	MOBILE MODULAR	PV-240147	9/7/2023		2462385		010-00000-0-00000-82000-56000-0	\$2,440.00	Monthly Billing	
								<b>Total Check Amount:</b>		
								\$2,440.00		
000983	NEREYDA SILVA FINEZ	PV-240139	8/31/2023		SUPPLIES		010-00000-0-11100-10000-43000-0	\$135.08	Inst. Supp.	
								<b>Total Check Amount:</b>		
								\$135.08		

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 Batch No 317  
 Audit  
 Amount Flag EFT

Vendor No	Vendor Name	Reference Number	Invoice Date	PO #	Invoice No	Separate Check	Account Code	Total Check Amount:	Audit
000771	Roche Oil Inc.	PV-240137	8/31/2023		STATEMENT		010-07230-0-00000-36000-43000-0	\$135.08	Buss Fuel
								\$411.05	
								\$411.05	
000064	SISC	PV-240148	9/1/2023		CLIENT ID 71985	*	010-00000-0-00000-00000-95024-0	\$77,468.70	G Mountain Pillins
								\$77,468.70	
								\$206.80	Consultant
000949	Tyger Bates	PV-240149	8/31/2023		1371		010-00000-0-00000-71000-58000-0	\$206.80	
								\$206.80	
000071	US Bank	PV-240150	8/22/2023		ACCT #424604455562805	*	010-00000-0-11100-10000-43000-0	\$6,647.59	East M Sult
	US Bank		8/22/2023		ACCT #424604455562805	*	010-00000-0-00000-82000-43000-0	\$692.25	Minastr
	US Bank		8/22/2023		ACCT #424604455562805	*	010-00000-0-00000-71000-43000-0	\$407.34	M Office
	US Bank		8/22/2023		ACCT #424604455562805	*	010-00000-0-00000-71000-58000-0	\$33.16	M Webpage
	US Bank		8/22/2023		ACCT #424604455562805	*	010-07230-0-00000-36000-43000-0	\$129.56	M Bus
	US Bank		8/22/2023		ACCT #424604455562805	*	010-00000-0-00000-31400-43000-0	\$115.39	M Health
								\$8,025.29	

Accounts Payable Final Prelist - 9/7/2023 2:52:30PM

\*\*\* FINAL \*\*\*

Batch No 317

Audit  
Amount Flag EFT

Vendor No	Vendor Name	Reference Number	Invoice Date	PO #	Invoice No	Separate Check	Account Code	Total District Payment Amount:
								<b>\$96,495.91</b>

Accounts Payable Final Prelist - 9/7/2023 2:52:30PM

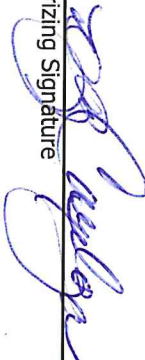
\*\*\* FINAL \*\*\*


Batch No 317

Audit  
Amount Flag EFT

Vendor No	Vendor Name	Reference Number	Invoice Date	PO #	Invoice No	Separate Check	Account Code	Total Accounts Payable:
								<b>\$96,495.91</b>

The School District hereby orders that payment be made to each of the above vendors in the amounts indicated on the preceding Accounts Payable Final totaling 96,495.91 and the County Office of Education transfer the amounts from the indicated funds of the district to the Check Clearing Fund in order that checks may be drawn from a single revolving fund (Education Code 42631 & 42634).


  
 Authorizing Signature


  
 Date

Fund Summary	Total
010	\$96,495.91
Total	\$96,495.91

\*\*\* FINAL \*\*\*

Batch No 318

Audit  
 Amount Flag EFT

Vendor No	Vendor Name	Reference Number	Invoice Date	PO #	Invoice No	Separate Check	Account Code	Amount	Flag	EFT
000585	AT&T	PV-240152	9/22/2023		BAN 9391057381		010-00000-0-00000-82000-59000-0	\$1,877.95	Monthly	
	AT&T	PV-240177	9/22/2023		BAN9391032124		010-00000-0-00000-82000-59000-0	\$133.88	Billing	
								\$2,011.83		
000724	AT&T MOBILITY	PV-240151	9/22/2023		ACCT#829065989		010-00000-0-00000-82000-59000-0	\$76.53	Monthly	
								\$76.53	Billing	
000687	BSK Associates	PV-240163	9/21/2023		AG22183		010-00000-0-00000-82000-56000-0	\$70.00	Monthly	
								\$70.00	Billing	
000225	CARTOZANS AIR CONDITIONING	PV-240164	9/12/2023		BP5846-9		010-00000-0-00000-82000-56000-0	\$4,583.00	Monthly	
								\$4,583.00	Billing	
000988	CHASSITY WYNN	PV-240156	9/22/2023		SUPPLIES		010-11000-0-11100-10000-43000-0	\$499.98	Inst. Supp.	
								\$499.98		
000857	De Lage Laden Financial Serv	PV-240165	9/9/2023		ACCT#379893		010-00000-0-00000-82000-56000-0	\$1,921.80	Monthly	
								\$1,921.80	Billing	
000982	EAGLESHIELD PEST CONTROL, INC	PV-240166	9/11/2023		90651		010-00000-0-00000-82000-56000-0	\$365.00	Monthly	
								\$365.00	Billing	
000923	EDCLUB, INC - TYPING CLUB	PV-240180	9/27/2023		244247		010-11000-0-11100-10000-43000-0	\$1,339.60	Inst. Supp.	
								\$1,339.60		
000753	Edgewood Press Inc.	PV-240153	9/15/2023		130391		010-11000-0-11100-10000-43000-0	\$884.94	Inst. Supp.	
								\$884.94		
000924	Erica Ribeiro	PV-240159	9/22/2023		SUPPLIES		010-11000-0-11100-10000-43000-0	\$57.52	Inst. Supp.	
								\$57.52		
000738	Jason VanderTuig	PV-240157	9/22/2023		SUPPLIES		010-11000-0-11100-10000-43000-0	\$474.34	Inst. Supp.	
								\$474.34		
								\$474.34		



23 Liberty Elementary School District  
**Tulare County Office of Education**  
**Accounts Payable Final Prelist - 9/28/2023 9:24:35AM**  
 9/28/2023 9:24:35AM  
 Page 2 of 3  
 APY500

\*\*\* FINAL \*\*\*

Batch No 318

Audit  
 Amount Flag EFT

Vendor No	Vendor Name	Reference Number	Invoice Date	PO #	Invoice No	Separate Check	Account Code	Total Check Amount:	Amount	Flag	EFT
000954	JESSICA DILEO	PV-240179	9/27/2023		SUPPLIES		010-11000-0-11100-10000-43000-0	\$59.46			
000970	JUAN CARLOS TAMAYO	PV-240162	9/22/2023		AUG-SEP-MILE		010-07230-0-00000-36000-43000-0	\$13.62			
000989	JUSTINE BROWN	PV-240158	9/22/2023		SUPPLIES		010-11000-0-11100-10000-43000-0	\$303.63			
000934	Kaitlin Martin	PV-240155	9/22/2023		SUPPLIES		010-11000-0-11100-10000-43000-0	\$215.71			
000973	LEAF	PV-240168	9/20/2023		15358195		010-00000-0-00000-82000-56000-0	\$1,368.51			
000719	LOWES	PV-240170	9/17/2023		ACCT#821313141297054		010-00000-0-00000-82000-43000-0	\$2,580.00			
000158	Lozano Smith,LLP	PV-240169	9/13/2023		CLIENT#194	*	010-00000-0-00000-72000-58000-0	\$1,270.50			
000501	MOBILE MODULAR	PV-240176	9/26/2023		2469694		010-00000-0-00000-82000-56000-0	\$4,020.00			
000060	Office Depot	PV-240178	9/26/2023		ACCT#28265583	*	010-11000-0-11100-10000-43000-0	\$757.18			
000629	Pitney Bowes	PV-240175	9/26/2023		8000900002284283POST		010-00000-0-00000-82000-59000-0	\$400.00			
000808	POWER SCHOOL-NAVANCE,INC	PV-240154	7/1/2023		279945		010-07200-0-00000-71000-58000-0	\$3,965.00			
000771	Roche Oil Inc. Roche Oil Inc.	PV-240161	9/22/2023 9/22/2023		185318/98/97/420/554 185318/98/97/420/554		010-00000-0-00000-82000-43000-0 010-07230-0-00000-36000-43000-0	\$154.72 \$879.37			

Total Check Amount:

\$3,965.00

Levantine Curriculum

\$3,965.00

Roche Oil Fuel

\$879.37

Roche Oil Fuel

\$154.72

Levantine Curriculum

\$3,965.00

Roche Oil Fuel

\$879.37

Roche Oil Fuel

\$154.72

Levantine Curriculum

\$3,965.00

Roche Oil Fuel

\$879.37

Roche Oil Fuel

\$154.72

Levantine Curriculum

\$3,965.00

Roche Oil Fuel

\$879.37

Roche Oil Fuel

\$154.72

Levantine Curriculum

\$3,965.00

Roche Oil Fuel

\$879.37

Roche Oil Fuel

\$154.72

Levantine Curriculum

\$3,965.00

Roche Oil Fuel

\$879.37

Roche Oil Fuel

\$154.72

Levantine Curriculum

\$3,965.00

Roche Oil Fuel

\$879.37

Roche Oil Fuel

\$154.72

\*\*\* FINAL \*\*\*

Batch No 318

Audit  
 Amount Flag EFT

Vendor No	Vendor Name	Reference Number	Invoice Date	PO #	Invoice No	Separate Check	Account Code	Total Check Amount:	Audit
000689	SO CAL GAS	PV-240171	9/25/2023		ACCT#19643697063		010-00000-0-00000-82000-55000-0	\$1,034.09	Monthly Billing
								\$93.66	
								\$93.66	
000695	Thomas Day	PV-240172	9/15/2023		1122		010-00000-0-00000-82000-56000-0	\$430.00	Monthly Billing
								\$93.66	
								\$430.00	
000696	UNWIRED BROADBAND, INC	PV-240173	10/1/2023		01772204		010-00000-0-00000-82000-59000-0	\$349.99	Monthly Billing
								\$349.99	
								\$349.99	
000493	Valley Expetec	PV-240174	10/1/2023		A0002833/2834		010-07200-0-00000-71000-58000-0	\$5,156.00	Monthly Billing
	Valley Expetec		10/1/2023		A0002833/2834		010-00000-0-00000-72000-58000-0	\$6,142.87	Monthly Billing
								\$11,298.87	
								\$11,298.87	



Accounts Payable Final Prelist - 9/28/2023 9:24:35AM


\*\*\* FINAL \*\*\*

Batch No 318

Audit  
Amount Flag EFT

Vendor No	Vendor Name	Reference Number	Invoice Date	PO #	Invoice No	Separate Check	Account Code	Amount	Flag	EFT	
Batch No 318											
								Total Accounts Payable:	\$40,444.76		

The School District hereby orders that payment be made to each of the above vendors in the amounts indicated on the preceding Accounts Payable Final totaling 40,444.76 and the County Office of Education transfer the amounts from the indicated funds of the district to the Check Clearing Fund in order that checks may be drawn from a single revolving fund (Education Code 42631 & 42634).

  
Authorizing Signature

9/28/23  
Date

Fund Summary	Total
010	\$40,444.76
Total	\$40,444.76