



Board of Trustees Meeting Synopsis

Tuesday, September 10, 2024

By John Rieping, Administrative Assistant V

Below is a brief summary of a regular meeting of the [MUSD school board](#). It is not comprehensive and is for informational purposes only. Official minutes for the meeting are approved at later meetings and can then be viewed online ([click here](#)). Meeting videos can also be found online ([click here](#)).

Roll Call

Nadeem Ahmad (Area 7), Camila Campos-Gutierrez (Alternative Education), Israel Cortes (Area 6), Gladys Diebert (Area 2), Emmely Duque-Martinez (Torres High School), Joetta Fleak (Area 4), Ruben Mendoza (Area 3), Lucy Salazar (Area 5), and Ray Seibert (Area 1)

Communications

1. **EMPLOYEE OF THE YEAR** - Staff presented Javier Villar, the recipient of the 2024 Loretta Edwards Classified Employee of the Year Award.
2. **HERITAGE POSTERS** - The [Fresno Association of Mexican American Educators](#) presented the winners of the Hispanic Heritage poster contest: Amira Perush of Madera High School (1st place), Dalia Castillo of Madera South High School (2nd), and Emily Ramos of MSHS (3rd).
3. **[MADERA MINUTES](#)** - Staff shared a video summarizing recent student and staff activities.

Consent Agenda

1. **BOARD HANDBOOK** - The Board of Trustees unanimously approved a 2024 Governance Handbook, which contains guidance on the purpose, roles, responsibilities, norms, and procedures of the district's School Board. The handbook also includes a governance agreement that will be signed by Superintendent Todd Lile and the board trustees.
2. **DONATIONS** - The Board unanimously ratified three donations with a total value of \$4,500 that were used to purchase supplies for the 2024 Academy, which prepared school administrators for the 2024-2025 school year. Parsec Education donated \$500, Joseph S. Price of Educational Resource Consultants gave \$1,500, and Educational Employees Credit Union gifted \$2,500.
3. **LCAP ADDITION** - The Board unanimously okayed a required [federal addendum](#) to the 2024-2025 Local Control and Accountability Plan. The addendum describes progress in striving for district and school-wide goals for students and their families.



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4. **DLI EXPANSION** - The Board unanimously approved an agreement with the Association of Two-Way Dual Language Education for on-site and virtual support for the district's Dual Language Instruction program. The association will help with building 7th and 8th grade course [plans](#), tests, resources, guidance, and collaboration with 7th grade teachers. The cost will be \$18,000 from Dual Language Immersion grant funds.
5. **TJ AFTER SCHOOL** - The Board unanimously okayed an agreement with [Growth Point Technologies](#) to provide two classes for the After School program at Jefferson Middle School. "TechLab: Building a Gaming PC" class will teach 10 students how to build their own personal computer that they will take home. Two "[Mix Master Workshops](#)" will teach 20 students each about the art of seamlessly playing recorded popular music for a gathering. Staff hope to attract more students to participate in the After School Program at the school. The cost will be \$26,100 from [Expanded Learning Opportunities Program](#) funds.
6. **ELOP WEBSITE** - The Board unanimously approved a proposal by Fresno-based [Archer & Hound Advertising](#) to design and develop a WordPress website for the Expanded Learning Opportunities Program. The website would be a resource for students and parents. The cost will be \$20,000 from [Expanded Learning Opportunities Program](#) funds.
7. **NEW LEADER** - The Board unanimously sanctioned the hiring of Ryan Ruschhaupt to be a program specialist for Special Education.
8. **CHILD NUTRITION RETIREE** - The Board unanimously accepted the retirement of Operations Supervisor Jaquetta Marley of Child Nutrition on Sept. 20 after 32 years of service.
9. **STAFF CHANGES** - The Board unanimously okayed the filling of six teaching positions, three paraprofessional aide jobs, three classified jobs, and three certificated jobs.
10. **EDUCATORS NEEDED** - The Board unanimously approved a [Declaration of Need for Fully Qualified Educators](#). The Commission on Teacher Credentialing requires such a declaration before they will issue or renew emergency permits. Staff expect to need five multiple-subject educators, eight single-subject educators, and eight Special Education educators for the 2024-2025 school year.
11. **TEACHER STIPEND** - The Board unanimously okayed a solemn, non-binding agreement with the [Madera Unified Teachers Association](#) on high school 7th period scheduling and advisory period stipends. Each teacher has five assigned periods for classes and an advisory period, which is meant for [social-emotional learning](#) activities and [Graduate Profile](#) project work. The stipend will be \$500 per semester (\$1,000 per school year) for the 2024-2026 school years. The total cost including benefits will be \$345,000.
12. **RECLASSIFIED STAFF** - The Board unanimously approved a solemn, non-binding agreement with the California School Employees Association and its local chapter #169 on reclassification of positions. The district and CSEA agreed to reclassify nine Level I preschool classroom aides as Level II aides. The aides will keep their current hire and seniority dates.



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despite their change in job title and pay. The cost including benefits will be \$20,827.62 from preschool funds.

- 13. CREDENTIAL WAIVER** - The Board unanimously okayed three variable term waivers, which is an option for school districts if an applicant lacks the proper credential for an assignment. The applicants are each enrolled in the [Bridges to Leadership](#) program to earn an Administrative Service Credential.
- Alan Sandoval* will serve as vice principal of Monroe Elementary School and is expected to earn his credential by May 31, 2025.
 - Amber Kalustian* will serve as a program specialist and is expected to earn her credential by Feb. 28, 2026.
 - Adrian Samuelson* will serve as a program specialist and is expected to earn his credential by Dec. 31, 2024.
- 14. NEW & REVISED JOBS** - The Board unanimously approved the following new or revised job descriptions.
- Director of Student Health Services* (\$133,560-\$149,833 per year) will lead the school health program, which will now include the health needs of students in the district's summer programs, Home and Hospital Instruction programs, and 504 Plans services.
 - Student Advocate* (\$51,427-\$67,568 per year) will serve as a resource for at-risk students and parents, but will no longer overlap with the duties of College and Career Technicians and Child Welfare and Attendance Liaisons.
 - Student Advocate - Social/Emotional/Behavioral* (\$51,427-\$67,568 per year) will serve as a resource for at-risk students and parents to offer targeted interventions and support. The employee will work alongside the Elementary School Counselor.
 - Child Nutrition Warehouse Supervisor* (\$72,996-\$92,937 per year) will organize and help maintain centralized food warehouse operations, and must now have a valid Forklift Operator Certificate. Food Safety Certification is now required within a year of appointment instead of within half a year.
 - Child Nutrition Specialty Services Supervisor* (\$60,949-\$76,650 per year) will have specific responsibilities for planning, organizing, directing, and reviewing the district's food services. They no longer need Food Handler, Food Manager, or First Aid/CPR and defibrillator certificates to be hired, but will need to obtain a Food Manager certificate within a year of appointment.
 - Child Nutrition Warehouse Lead* (\$52,492-\$68,967 per year) will lead and take part in food warehouse activities, but will now have a year to obtain a Food Safety certification.
 - Warehouse Assistant* (\$43,806-\$57,316 per year) is responsible for the operations of the warehouse and day-to-day transport of items to and from there.



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- h. *Child Nutrition Senior Technician* (\$43,806-\$57,316 per year) coordinates and directs those who prepare and serve meals at a school.
 - i. *Child Nutrition Technician Lead* (\$39,234-\$52,263 per year) directs and coordinates those receiving, preparing and serving bulk food.
 - j. *Child Nutrition Technician* (\$37,250-\$48,671 per year) will now work 206 days per year, which is three more than previously.
 - k. *Child Nutrition Food Handler & Delivery Worker* (\$39,943-\$52,263 per year) will now work 206 days per year instead of 203, and will need a valid forklift operator certificate.
 - l. *Child Nutrition Cashier* (\$35,851-\$46,750 per year) now requires a Food Safety Certification within a year of appointment.
 - m. *Child Nutrition Assistant II* (\$35,245-\$46,585 per year) will now work 205 days per year instead of 202, and now requires a Food Manager Certification within a year of appointment as well as a valid California Driver's License.
 - n. *Child Nutrition Assistant I* (\$34,577-\$44,349 per year) will now work 204 days per year instead of 201, and now requires a Food Manager Certification within a year of appointment.
15. **FIELD TRIPS** - The Board unanimously okayed nine high school field trips involving about 140 students and 20 adults. The largest trip will carry 48 "theatre" arts students from Madera, Madera South, and Torres high schools and four adults by vans to Folsom for a competition in early February. The farthest trip will bring 14 THS cross country athletes and four adults by van to Fairview, Oregon, in late September. The total costs will be \$18,043 for travel and \$22,255.82 for lodging from Athletic Boosters, Athletics, XC Boosters, Career Technical Education, [Perkins](#) / [Career Technical Education Incentive Grant](#), and Associated Student Body funds.
16. **EMPLOYEE TRAVEL** - The Board unanimously approved potential reimbursement requests for three trips involving a total of five district employees. The largest trip will fly three employees to San Antonio, Texas, in early December for two simultaneous conventions – the [2024 National Association of Agricultural Educators convention](#) and the Association for Career and Technical Education's [CareerTech Vision 2024](#) convention. The farthest trip will fly an employee to Ann Arbor, Michigan, for a digital media marketing externship with Fresno State Athletics. The total estimated costs will be \$7,799.
17. **ADULT SCHOOL** - The Board unanimously okayed 50 courses that will be taught at Madera Adult School for the 2024-2025 school year. These include Advanced Healthcare Administrative Services (Capstone), Advanced English as a Second Language, and Advanced Patient Care (Capstone).
18. **CONFERENCE KEYNOTE** - The Board unanimously approved an agreement with CasaMach Global Educational Services for speaker [Professor Margarita Machado Casas of San Diego State](#)



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[University](#). She will speak at the 8th annual Parent and Community Engagement Conference on Sept. 27 at Torres High School. The cost will be \$2,500 from General Funds.

Old Business

1. **DEVELOPER FEES** - The Board approved resolutions adopting a Fee Justification Study (Level I), an increase of statutory school facilities fees (Level I), and approving a School Facility Needs Analysis authorizing the levying of alternative school facility fees on residential development if desired by the Board. The developer fee for commercial and industrial construction will rise to 84 cents per square foot on Nov. 11. The developer fee (Level I) for home construction, including additions and remodels, is now \$5.17 per square foot. The Board chose not to levy alternative fees (Level II) for homes, which would have been higher.

New Business

1. **FISCAL REPORT** - The Board of Trustees approved the 2023-24 Unaudited Actuals Financial Report, which covers the district's financial status for the most recent fiscal year. Staff said enrollment and average daily attendance had decreased, and General Fund expenditures were greater than revenue – with the largest expenditure being \$325.9 million in salaries and benefits. COVID-19 relief funds ended in 2023-2024 and the latest cost of living adjustment of 1.07% wasn't enough to cover new expenditures in 2024-2025. The result is a General Fund deficit of \$3.9 million. Staff proposed maintaining programs and services for students, using restricted-use funds first, budgeting conservatively within the district's means, accounting for declining enrollment and attendance, planning ahead for expiring one-time funds, reducing vacant positions when possible, maximizing the use of committed funds, and negotiating with labor unions in good faith and within the district's financial ability.
2. **PURPLE PYRAMID GROWTH** - Staff reviewed [math and reading assessments](#) by the [Northwest Evaluation Association](#) (NWEA) and the [state](#) for schools in the district's Purple Pyramid. The 2024 NWEA results for reading (fall to spring) showed varying rates of academic growth by school and, within the same school, by grade level – with mixed results for most schools. The fastest progress in reading across grade levels could be seen at Eastin-Arcola and La Vina schools. The 2024 NWEA results for math showed somewhat stronger but still varied rates of growth by school and grade level. The fastest progress in math across grade levels could be seen at La Vina School.



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Announcements

1. **FOOTBALL** - The Stadium Road Showdown is set for the end of the week. A junior varsity game will be Thursday, Sept. 12, at 6 PM. On Friday, Sept. 13, a girls flag football game will be at 5:45 PM and a varsity game at 7:30 PM.
2. **BOND OVERSIGHT** - The Citizens' Bond Oversight Committee will meet Wednesday, Sept. 18, at 5:30 p.m. in the Torres High School library. This group of community members, which meet four times a year, reviews financial audits of all bond projects and informs the public on project progress.
3. **EDUCATION AWARDS** - The Madera County Superintendent of Schools will host its annual Excellence in Education Awards on Thursday, Sept. 26. The district's nominees are: Principal Leonard Perez of Monroe School, teacher Jaimie Dorado of Adams School, and head custodian Brian Bennett.

Advanced Planning

REGULAR BOARD MEETING - The next regular Board Meeting will be Tuesday, Sept. 24, in the Madera Unified School District Boardroom at 1902 Howard Road. The meeting will be held in person and virtually.