

RICHMOND SCHOOL BOARD OF TRUSTEES  
REGULAR MEETING  
November 13, 2025  
MINUTES

CALL TO ORDER     The meeting was called to order at 6:01 p.m. by President of the Board, Nick McBride. Led the flag salute.

MEMBERS PRESENT     Kylie Eck, Nick McBride, Adam Runyan

MEMBERS ABSENT     Sadie Albonico, Daniel Bertotti

OTHERS PRESENT     Brian Boyer, Jeanette Goni, Shaun Giese, Ida Bruce, Christina DeFabrizio, Alyssa Mallory, Jordan Sella

PUBLIC COMMENT     No Public Comment

AGENDA

APPROVAL             MSCU (Runyan/Eck) approved the agenda.

**RCA**

The Superintendent reported that RCA has had 10 members at the last couple of monthly meetings. RCA reported that they made approximately \$3,100 on the Halloween Carnival. Teachers are requesting supplies for their classrooms; RCA is currently working on an Energy Raffle; RCA is looking to give each class \$500; and RCA is providing prizes for trimester awards.

**Superintendent Report**

ACTIVITIES/ASSEMBLIES

UPDATES             4.2.1     The Superintendent reported recent school activities and upcoming student activities.

- Red Ribbon Assembly
- Be Great Show Assembly
- Planning an assembly in Spring with another magician more local.
- Discussed the recent Veterans Day Program
- Trimester awards assembly scheduled November 19<sup>th</sup>
- The 8<sup>th</sup> grade made \$2,000

**Director of Buildings and Grounds**

BLDG & GROUNDS

REPORT             4.3.1     Shaun Giese, Facility Manager, updated the Board on the following:

- 5<sup>th</sup> Grade heating unit needing repair
- Referenced the quotes on the Business agenda regarding the kitchen
- Irrigation system is off
- Fire panel in gym to be done during Thanksgiving Break
- New stall panels to be installed in the girls' multi-purpose restroom
- Arsenic tanks replaced

**Certificated Staff and Classified Staff Report****CERTIFICATED  
REPORT**

- 4.4.1 Ida Bruce and Christina DeFabrizio provided a report of academics and activities in grades TK through 8.

**CLASSIFIED  
REPORT**

- 4.4.2 Alyssa Mallory and Jordan Sella provided a report regarding classified staff activities and highlighted new employees, Tammi Harrison and Brittany Yarborough.

**Curriculum/Student Performance****INTERVENTIONS &  
DYSLEXIA**

- 5.1 Interventions have started using Renaissance. Dyslexia screening has been completed and there are warning signs with some primary students worth monitoring. The problem in the Lassen County and surrounding area is the shortage of dyslexia practitioners.

**Business****ELOP PERMISSION  
SLIP**

- 6.1 MSCU (Runyan/Eck) approved the ELOP Field Trip Permission Slip.

**WILLIAMS ACT  
QTR STATEMENT**

- 6.2 MSCU (Runyan/Eck) approved the Williams Act Quarterly Statement Period Ending October 2025.

**CONTRACT W/  
ALL SEASON**

- 6.3 MSCU (Runyan/Eck) to table item with request to obtain quotes from other heating and cooling vendors.

**NOTICE OF  
COMPLETION**

- 6.4 MSCU (Eck/Runyan) approved the Notice of Completion of the Parking Lot Project.

**Minutes**

- 7.1 MSCU (Runyan/Eck) approved the minutes of the regular meeting on September 11, 2025.
- 7.2 MSCU (Runyan/Eck) approved the minutes of the special meeting on September 25, 2025.
- 7.3 MSCU (Runyan/Eck) approved the minutes of the regular meeting on October 9, 2025.

**Policy**

No Policy Update

**Warrants**

- 9.1 MSCU (Eck/Runyan) approved the warrant list(s) for November

General:	\$ 35,089.77
Cafeteria:	7,966.55
Deferred Maint.	0.00
Developer Fees	<u>0.00</u>
	<b>\$ 43,056.32</b>

**Correspondence**

- 10.1 Letter from Patricia Gunderson, County Superintendent of Schools, regarding Richmond Elementary School District's 2025-26 Unaudited Actuals.

**Information: Comments from Board Members**

No comments from Board Members

**Closed Session**

- 12.1 Pursuant to Government Code Section 54956.9(d)(2), the Board met in closed session regarding Anticipated Litigation Based Upon Existing Facts and Circumstances  
- One (1) potential case,
- 12.2 Pursuant to Government Code Section 54957.5, the Board met regarding Public Employee Evaluation of Performance  
- Superintendent/Principal

**Reconvene to Open Session**

- 13.1 The Board reconvened to open session. There was no reportable action taken.

**ADJOURNMENT**

Having no further business, the regular meeting adjourned at 6:45 p.m.