

# Knights Ferry Elementary School District

12726 Dent Street; P.O. Box 840; Knights Ferry, CA 95361

## SPECIAL MEETING OF THE BOARD OF TRUSTEES

Thursday March 12, 2026

School Multipurpose Room

Persons wishing to address the Board on any school related issues, are invited to do so, either when the item is presented on the agenda, or under the "Public Comment" section. In the interest of time and order, presentations from the public are limited to three (3) minutes per person, and the total time shall not exceed twenty (20) minutes. An individual speaker's allotted time may not be increased by a donation of time from members of the public in attendance. The Board requests that complaints or charges against an employee be held in Closed Session. Please note that Government Code Section 54954.2(a) limits the ability of Board Members to respond to public comments. More specifically, Board Members are limited, but not required, to give a brief response to public statement or questions regarding non-agenda items. Individuals who require disability-related accommodations or modifications to participate in the Board meeting should contact the Superintendent in writing.

### 1.0 Open Session – Preliminary Proceedings 5:15PM

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### 2.0 PUBLIC MEETING – Preliminary Proceedings 5:15PM

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#### 2.1 Call to Order with the Flag Salute

### 3.0 APPROVAL OF THE AGENDA

#### 3.1 Opportunity for the Board and Administration to adjust the published agenda.

### 4.0 HEARING SECTION

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#### 4.1 Public Comments- Opportunity for the Public to Address Items Not on the Agenda

Persons wishing to address the Board on any school related issue not listed elsewhere on the agenda are invited to do so now under the "Public Comment" item. Please note that Government Code Section 54954.2(a) limits the ability of the Board Members to respond to public comments. More specifically, Board Members are limited, but not required, to give a brief response to public statements or questions regarding non-agenda items.

## 5.0 DISCUSSION ITEM

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5.1 None

## 6.0 ACTION ITEM

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6.1 Food Service Job Description

**Explanatory Statement:** The Board is asked to approve the Food Service Job Description to formally establish the roles and responsibilities associated with supporting the school's meal program. Approval ensures that duties related to meal preparation, service, food safety, and program compliance are clearly defined . This job description will also support consistent hiring, supervision, and evaluation of staff in this role.

**Attachment:** 6.1

*Public Comment.*

*Board Discussion.*

**Recommendation:** Approve the Food Service Job Description

6.2 Independent Auditor Selection Certification

**Explanatory Statement:** The Board is asked to approve the Independent Auditor Selection Certification for the annual financial audits for 2025, 2026, and 2027, confirming that required procedures were followed in selecting a qualified, independent auditor. This approval ensures compliance with state requirements and supports transparency and accountability in the school's financial reporting.

**Attachment:** 6.2

*Public Comment.*

*Board Discussion.*

**Recommendation:** Ratification of the Independent Auditor Selection Certification

## 7.0 REPORTS & ANNOUNCEMENTS

7.1 Community Members

7.2 Parent-Teacher Club

7.3 Teachers

7.4 Paraprofessionals

7.5 Custodian/Maintenance

7.6 Administration

7.7 Superintendent/Principal

7.8 Planning Ahead

Next Board of Trustees Meeting: Thursday, March 12, 2026

## 8.0 ADJOURNMENT

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8.1 In compliance with Brown Act regulations, this agenda was legally posted no later than:  
Wednesday, March 11, 2026 at 12726 Dent St., Knights Ferry, CA 95361.