

**Jefferson School District**  
Official Minutes of the Regular Meeting  
Of the Board of Trustees  
August 16, 2011

Present: Pete Carlson, President; Dan Wells, Vice-president; Debbie Wingo, Clerk; Jacqueline Thomas and Brian Jackman, Members; Dana Eaton, Superintendent

In attendance: Mindy Maxedon, CBO; Carolyn Parker, H.R; Deanne Andrade, Curriculum; Helen Pursell, Special Ed. Director; Leslie Adair, Jim Bridges and Stephanie Gregson, Principals; Grace Merritt, Admin. Assistant

I. OPEN SESSION

- a. Call to Order at 5:50 P.M.
- b. Roll Call to Establish Quorum
- c. Pledge of Allegiance was led by Mr. Jackman
- d. Approval of Agenda

MSA (Jackman/Wingo) approve the agenda

Ayes - 5                      Nays -0                      Absent - 0                      Abstain – 0

Carlson, Jackman

Thomas, Wells, Wingo

- e.. Closed Session – Adjourn to Closed Session for the purpose of discussing matters expressly authorized by Government Codes 3549.1,54956.7,54956.8, 54956.9,54956.95,54957, 54957.8, Education Codes 49079(c), 48912, 48918 (c)

f. ADJOURN TO CLOSED SESSION

II. RETURN TO OPEN SESSION – 6:30 PM

Welcome – Mr. Carlson welcomed all in attendance

In closed session –

- Discussed negotiations with JTA
- MSA (Wingo/Jackman)approve the following:
  - Classification change of employees #010941, 010942, 010945, 010951, 010955,
  - Transfer of employees #010943, 010944, 010953, 010957, 010958, 010959
  - Hiring of employees #010946, 010947, 010948, 010949, 010954, 010956
  - Resignation of employees #010950, 010952
  - Increase to FTE of employees #010960, 010961, 010962

Ayes - 5                      Nays -0                      Absent - 0                      Abstain – 0

Carlson, Jackman

Thomas, Wells, Wingo

Superintendent's report – We are keeping Mr. Tom Hawkins and a member of our teaching staff in our thoughts; both are battling health issues. Dr. Eaton thanked our school secretaries for their great work getting our schools started. He acknowledged Deanne Andrade and the instructional norms team for their efforts in providing the recent staff development day. He also thanked Clare Atkins and her crew for their great job getting schools clean and ready for students and staff. Jeff Hunter and Josh Jennings worked hard all summer to set up computer and technology related equipment. Carolyn Parker and Helen Pursell were welcomed to Jefferson School District. A complimentary letter from Synopsys Outreach Foundation, regarding Kim Dunningway was read, as was a letter written by a student participant in the EL academy, summer 2011.

Recognition of JSD Teacher Christina Orsi – Teacher of the Year nominee, Christina Orsi was recognized for her outstanding work. Christina is on assignment to SJCOE for the 2011-12 school year and thanked her family for their continued support.

III. PUBLIC HEARING – Payton Peet, ASB representative from Traina School, reported on back-to-school activities. Students are looking forward to a great 2011-12.

IV. APPROVAL OF CONSENT AGENDA

- 4.1 Minutes, Regular Board Meeting, June 21, 2011

4.2 Warrants June and July 1, 2011

4.3 Surplus

MSA (Wingo/Jackman) approve the consent agenda

Ayes - 5                      Nays -0                      Absent – 0                      Abstain – 0

Carlson, Jackman, Wells

Thomas, Wingo

V. EDUCATIONAL SERVICES

5.1 Student Enrollment – District enrollment was reported at 2520, a slight decrease from last year's ending student enrollment of approximately 2550. We expect enrollment will continue to climb during the year.

5.2 2011-2012 Leadership Focus Goals – Dr. Eaton reviewed the goals, shared recent and planned efforts to meet the goals and asked for board approval.

MSA (Jackman/Wingo) approve the 2011-12 Leadership Focus Goals

Ayes - 5                      Nays -0                      Absent – 0                      Abstain – 0

Carlson, Jackman, Wells

Thomas, Wingo

5.3 Board Policy and Admin. Regulation 1240 Volunteer Assistance – Mr. Joseph Ornelas, parent, spoke regarding the absence of a fingerprint/background check for classroom volunteers.

He and his wife brought their concern to Dr. Eaton recently. They would like to see classroom volunteers fingerprinted, not because of a concern for any specific individual. Dr. Eaton shared the results of a survey of other county districts which varied greatly. The possible impact of volunteer fingerprinting was discussed.

Currently, coaches and any person that is alone with students are fingerprinted. At Jefferson School, the fingerprinting cost will be reimbursed if the parent requests it. Board requested additional information regarding Livescan options and sample language with parameters be provided for the September meeting.

5.4 STAR Test Results Update – An error made by the district regarding the number of English Learners sub-group must be corrected. The cost related to the correction is approximately \$950. Deanne Andrade provided details of the corrective action plan. There will be an effect on the AYP scores and the program improvement status at Monticello. More information will be provided at the September meeting when we expect to review the district API scores which will be valid.

5.5 Early Mental Health Grant – Last year we applied with a partner for grant. We received a passing score but did not receive funding.

5.6 AERIES Teacher Reporting – Mr. Wells requested a discussion regarding teacher reporting on the Aeries parent portal. A district guideline has been that student information will be updated within two weeks of grading. This applies to students in grades 4 – 8. Principals' ability to access the grade book component of the parent portal was provided mid-year, 2010-11. Dr. Eaton suggested cabinet discussing a general guideline and providing it to the board at a future meeting for further discussion.

5.7 Pertussis Booster Requirement for School Entry – School and district personnel efforts have resulted in all but ten students complying with the new Tdap (pertussis) booster requirement for students in grades 7 and 8. A state provision allows attendance for 30 days from the start of school to provide proof. The parents of these students will continue to be contacted requesting compliance.

VI. PERSONNEL SERVICES

6.1 New Staffing Report – Human Resources provided a chart with staffing changes for 2011-12.

6.2 Teacher Assignment Outside Credential Classification, Resolution 2011-08-01

MSA (Wingo/Jackman) approve resolution 2011-08-01

Ayes - 5                      Nays -0                      Absent – 0                      Abstain – 0

Carlson, Jackman, Wells

Thomas, Wingo

6.3 Renewal of Membership in the No Child Left Behind Paraprofessional Consortium  
MSA (Wingo/Wells) approve the renewal of membership in the NCLB Paraprofessional Consortium

Ayes - 5                      Nays -0                      Absent – 0                      Abstain – 0  
Carlson, Jackman, Wells  
Thomas, Wingo

VII. BUSINESS AND FACILITIES

7.1 Measure J Update – Charlene Yarnall with PJHM and engineer Steve Ellis were present to report on the status of the board approved projects. Some projects have been “fast-tracked” to DSA (Department of State Architect). Ms. Yarnall provided a schedule of the current projects. Community meetings will take place next week at Monticello, Hawkins and Traina School. PJHM will be working closely with board, district and RGM to ensure that projects are as undistruptive as possible.

7.2 2011-12 State Budget Update – The state approved its budget on June 28, 2011, which assumes \$4B additional revenue beyond the May Revise revenues. Mrs. Maxedon discussed components of the state budget including revenue shortfall triggers (cuts) and “what if” scenarios. “Worst case” would result in additional reductions to the district of \$250/ADA. Next steps for our district are to incorporate SJCOE guidance into First Interim and continue to follow SJCOE recommendations. Monthly updates will be provided to the board.

A short break was taken

7.3 Financials – June & July 2011 – Mrs. Maxedon will provide updated financials for June, July and August at the September board meeting. Accurate figures will be available after the August 31, year-end close.

7.4 June and July 2011 Budget Adjustments

MSA (Jackman/Wingo) approve the June and July 2011 Budget Adjustments

Ayes - 5                      Nays -0                      Absent - 0                      Abstain – 0  
Carlson, Jackman  
Thomas, Wells, Wingo

7.5 Quarterly Williams Act Reporting – There were no complaints to report for the recent reporting period.

VIII. BOARD DISCUSSION AND REPORTS

8.1 Board Bylaws 9250 Health Benefits – Bylaw 9250 is out of alignment and needs to be cleaned up to match what SISC and SJCOE allow. In accordance with the rules of the SJCOE Health Care Consortium and SISC, the school district must pay fifty percent of active board member benefit costs for a board member to receive health benefits. Board members receive a monthly stipend of no more than \$240.

After discussing their ideas regarding benefits and a monthly stipend, the board directed Dr. Eaton to revise BB 9250 to reflect Option C, provided in information sheet 8.1: “Adjust the board bylaw to remove board member eligibility for health benefits.” The revised BB 9250 will be brought back in September for a first reading.

8.2 Items for Next Board Meeting –

- BP & AR 1240
- Board Bylaw 9250
- CSR Application

IX. CALENDAR OF UPCOMING EVENTS

X. ADJOURNMENT –TIME 8:43 PM (Wingo/Jackman)

Respectfully submitted,

Dana Eaton,  
Secretary to the Board