

Jefferson School District
Official Minutes of the Regular Meeting
Of the Board of Trustees
November 8, 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; Grace Merritt, Admin. Assistant, Jim Bridges, Leslie Adair, Stephanie Gregson and Susan Moffitt, Principals

I. OPEN SESSION

- a. Call to Order at 5:45 P.M.
- b. Roll Call to Establish Quorum – Mr. Jackman arrived at 5:50 P.M.
- c. Pledge of Allegiance was led by Mr. Wells
- d. Approval of Agenda

MSA (Wingo/Thomas) approve the agenda

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|----------------------|----------|------------|-------------|
| Ayes - 4 | Nays - 0 | Absent - 1 | 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 – 6:39 PM

Welcome – Mr. Carlson welcomed all in attendance

In closed session –

- The Board discussed JTA negotiations.
- The Board held a brief conference with legal counsel regarding potential litigation.
- MSA (Wells/Jackman) approve the hiring of employees #010974, 010977

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

- MSA (Wells/Wingo) approve the classification change of employee #010975

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

- MSA (Wells/Jackman) approve the retirement of employee # 010976

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

- Discussed employees #010978, 010979, 010980

A moment of silence was observed in memory of Mr. Tom Hawkins.

Superintendent’s report – Dr. Eaton thanked Leslie Adair, Andrea Pedigo and Robin Orr for the time and effort put into the flu shot clinic provided at Monticello School on October 12. More than 250 doses were given.

Traina School’s support of Wear Pink Day was overwhelming. Don Patzer was a great sport for challenging the students and staff to wear pink; he took numerous pies to the face for a good cause. Clare Atkins shared her personal story of as part of breast cancer awareness activities.

He commended the MJPPFA in organizing the first Jeans and Jewels dinner, dance and auction which took place on November 4. Thanks to Deana Hugen for helping a teacher by locating and installing a projector bulb.

The rocket unit launch by Mitch Ballard's class was fascinating and well executed. Mrs. Cooper and Mrs. Wedel's classes collaborated for language arts activities. The fantastic Jefferson band marched in Tracy High's homecoming parade. Monticello students put on *Turkeys Go On Strike*, a cute play. Mrs. Amato's class participated in Walk Through the Ancient World.

He commended the Hawkins School community for all the work and effort they put into the public memorial in Tom Hawkins' memory.

III. PUBLIC HEARING – No comments from the public

IV. APPROVAL OF CONSENT AGENDA

4.1 Minutes, Regular Board Meeting, October 11, 2011

4.2 Warrants Dated November 1, 2011

4.3 Financials

MSA (Wingo/Thomas) approve the consent agenda

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

Carlson, Jackman

Thomas, Wells, Wingo

V. EDUCATIONAL SERVICES

5.1 Resolution 2011-11-01 Honoring Mr. Tom Hawkins

MSA (Wingo/Jackman) approve resolution 2011-11-01 Honoring Mr. Tom Hawkins

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

Carlson, Jackman

Thomas, Wells, Wingo

5.2 Student Body Report – Rosa Lopez, Traina ASB vice-president, reported on the Adventure field trip attended by third graders. Mr. Patzer took dozens of pies to the face in support of breast cancer awareness. The Teen Truth Live assembly, Kindergarten cow assembly and Mr. Kovak's presentation of Love and Logic all took place recently. Traina's Got Talent was held in two shows due to the overflow of talented students. The school walk-a-thon and Halloween parade took place simultaneously on October 31 and raised \$6000. November 7 spelling bee winners were Adrian DeGuzman in the elementary division and no other than Rosa Lopez in the junior high division.

Monticello ASB President Alexa Johnson gave the school report. Zumba for Diabetes took place on November 4. She invited everyone to the annual turkey trot on November 18. Students were given one or two definitions to research in preparation for the Walk through California. Alexa shared her words and definitions - earthquake fault and pueblo.

Joshua Boehm, ASB president from Hawkins School, shared special memories of Mr. Hawkins and described preparation for Mr. Hawkins' memorial service. Students and staff decorated the gym, drew pictures and wrote special messages about Mr. Hawkins. On October 17, students participated in Teen Truth Live, a unique opportunity to see how bullying affects others. The sixth grade volleyball team won their tournament and the staff vs. students game resulted in the staff winning. Military Moms of Tracy came to Hawkins School last week to collect the 2000 items donated for their group. He elaborated on Dr. Eaton's rockets report and provided details of their potato launching device.

Anna Pryor, ASB vice-president, gave the Jefferson School report. This Wednesday is the annual turkey trot race. Teams from Jefferson School did very well at the Math Olympiad with third place and fifth place awards out of 40 teams around the county. Crazy sock spirit day and the sock hop dance are scheduled for December 2.

5.3 Give Every Child a Chance Report – Program Director Audra Paoletti was in attendance. She shared details of this year's program. As of November 3, at Traina and Hawkins, programs are up and running. Approximately 120 students received service during the summer and the success in the summer program kept kids fresh for the 2011-2012 school year. Two students

from last year are now tutors in the program at Traina School. Included in the packet were teacher and parent survey results from 2010-11.

5.4 Special Education Department Update – Director Helen Pursell updated the board on the special education department. Many staff members were in attendance, as well. She discussed staffing levels and changes at the sites and introduced Sheila Stevens and Katrina Frye, both newly hired teachers. Current caseload data was provided. Our district has seen an increase in the number of students and the intensity of the needs. This isn't unique to our district.

5.5 RISE Program Update – Remediation Instruction and Skills Enhancement - Monticello teacher and instructional coach Jennifer Garry presented details on RISE, an afterschool program in response to Monticello's program improvement. The English Language Arts component is focusing on specific skills – reading fluency, vocabulary, phonics, spelling, and practicing for the STAR test. She provided STAR outcomes that illustrated improvements and fluency scores.

Instruction is given in small groups of five to seven students. The program is very successful and the students and teachers love the program.

5.6 Teen Truth Live School Site Presentation Report – Deanne Andrade shared details of the student film that forces its audience to think differently about bullying and school violence. On October 17, 2011, sixth through eighth graders participated. In planning for next year, school counselors will be on-site for students. A curriculum component - Peer Leaders Uniting Students PLUS, has been included. On October 17 and 18, 44 students in 5th – 8th grade came together and were trained in how to run a PLUS forum. Student and principals will meet to plan and implement PLUS.

5.7 Revise Community Relations Board Policy and Administrative Regulation 1240, Volunteer Assistance, Second Reading – New information presented was the cost of fingerprinting at local UPS Stores - \$76.00. Board members discussed current and proposed requirements, who incurs the cost of fingerprinting, and whether or not the district would invest in fingerprinting equipment. Audience members shared various opinions.

No action was taken by the board; the current BP and AR 1240 will remain.

5.8 AERIES Student Grading Information – Mr. Wells asked for discussion on the AERIES teacher grade reporting. Dr. Eaton presented grading practices put together by the administrative team.

5.9 Transitional Kindergarten – In 2012-13 the Kindergarten entrance date will be November 1 and will move to September 1 by 2014-15. A transitional Kindergarten program must be provided by the district. The challenge is how to provide the transitional program, not knowing how many students we will get. The district administrative team is preparing for the transitional Kindergarten program and more information will be provided at future board meetings.

5.10 Student Enrollment – Enrollment is slightly lower than last year, but it is expected to increase during the year.

VI. PERSONNEL SERVICES

6.1 Central Office and School Site Organizational Study Recommendations – At the October board meeting, School Services of California gave a detailed presentation on the district's organizational study and made recommendations. Administration has organized the recommendations into six areas. He presented considerations and recommendations for the board in the specific areas of:

- Board Strategic Direction Setting
- Human Resources Systems
- Business Office Systems
- Staffing Realignment
- Staffing Increases
- Compensation

Regular updates will be provided at upcoming meetings and for approval based on board direction.

6.2 Variable Term Waiver Request for RSP Teacher Sheila Stevens
MSA (Wingo/Wells) approve variable term waiver request for RSP Teacher Sheila Stevens
Ayes - 5 Nays -0 Absent – 0 Abstain – 0
Carlson, Jackman
Thomas, Wells, Wingo

VII. BUSINESS AND FACILITIES

7.1 Measure J Update – Dr. Eaton shared Jefferson School planning details. Focus group meetings will take place beginning December. Shade structures, playfield/running path and modernization project updates were shared.

7.2 RGM Associates Project Authorizations #01, 02, 03
MSA (Jackman/Wingo) approve RGM Associates Project Authorizations #01-03
Ayes - 5 Nays -0 Absent – 0 Abstain – 0
Carlson, Jackman
Thomas, Wells, Wingo

7.3 Bid Results of District-wide Rekeying Project – Anthony Contiente reported that two bids were received, but both bids were incomplete and have been rejected. The DVBE (Disabled Veterans Business Enterprises) requirement of a good-faith effort was not met. A rebid will take place as quickly as possible.

7.4 Bid Award of Tom Hawkins School Gymnasium Divider Project – The bid opening held on November 3, resulted in one bid received in the amount of \$22,216, from Southwest Interiors Inc.
MSA (Wingo/Jackman) award the contract, as presented, Hawkins gymnasium divider project bid to Southwest Interiors Inc.
Ayes - 5 Nays -0 Absent – 0 Abstain – 0
Carlson, Jackman
Thomas, Wells, Wingo

7.5 Tracy Little League Contract, 2011-12 – Paul Zwickey, Tracy Little League President, was present to answer questions or concerns for the renewal of the contract. Dr. Eaton thanked Mr. Zwickey for the improved communication and his hard work as a volunteer.
MSA (Wingo/Jackman) approve the 2011-12 Tracy Little League contract
Ayes - 5 Nays -0 Absent – 0 Abstain – 0
Carlson, Jackman
Thomas, Wells, Wingo

7.6 Workers' Compensation JPA Bylaws, Resolution 2011-11-02
MSA (Wingo/Jackman) approve Resolution 2011-11-02
Ayes - 5 Nays -0 Absent – 0 Abstain – 0
Carlson, Jackman
Thomas, Wells, Wingo

7.7 Property & Liability JPA Bylaws, Resolution 2011-11-03
MSA (Wingo/Wells) approve Resolution 2011-11-03
Ayes - 5 Nays -0 Absent – 0 Abstain – 0
Carlson, Jackman
Thomas, Wells, Wingo

7.8 Annual and Five-year Report of Developer Fees & Capital Facilities Fund
MSA (Jackman/Wingo) approve the Annual and Five-year Report of Developer Fees & Capital Facilities Fund
Ayes - 5 Nays -0 Absent – 0 Abstain – 0
Carlson, Jackman
Thomas, Wells, Wingo

7.9 First Interim Assumptions – Mrs. Maxedon shared a brief PowerPoint outlining the assumptions that will be incorporated at first interim. A reminder of the trigger shortfalls was

provided. COE recommends districts to continue conservative budgeting. ADA assumptions are based on 2449 for 2011-12. LAO (legislative analyst office) will issue revenue estimates in November. The First Interim Report will be presented at the December board meeting and monthly updates will be provided.

7.10 October 2011 Budget Adjustments

MSA (Wingo/Jackman) approve October 2011 Budget Adjustments

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

Carlson, Jackman

Thomas, Wells, Wingo

VIII. BOARD DISCUSSION AND REPORTS

8.1 Items for Next Board Meeting –

- Board reorganization
- Safety drill feedback
- First Interim Report

IX. CALENDAR OF UPCOMING EVENTS

X. ADJOURNMENT – Wingo/Wells 8:31 PM

Respectfully submitted,

Dana Eaton,
Secretary to the Board