Jefferson School District

Official Minutes of the Regular Meeting
Of the Board of Trustees
December 8, 2015

Present: Pete Carlson, Jacqueline Thomas, Dan Wells, Debbie Wingo, Members; Jim Bridges, Superintendent

In attendance: Mindy Maxedon, CBO; Nancie Castro, Dir. Of Human Resources and Curriculum; Angelica Thomas, Director of Special Education; Leslie Adair, Christina Orsi, Alyssa Wooten, David Olson, Principals; Grace Merritt, Admin. Assistant; Celli Coeville, Business Services Specialist

I. OPEN SESSION

a. Call to Order at 5:44 PM
b. Roll Call to Establish Quorum – Mr. Jackman was absent.
c. Approval of Agenda
d. Public Hearing – No comments.

MSA (Wingo/Wells) approve the agenda

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 – 6:30 PM

Board President Carlson welcomed all in attendance
The Pledge of Allegiance was recited.

In closed session –

- MSA (Wells/Thomas) approve the hiring of employees #11382, 11383, 11384, 11389, 11390, 11391, 11392; the addition of hours to employee #11385; the new position of employees #11386, 11387, 11388; and the resignation of employees #11393, 11394, 11395

Ayes - 4	Nays -0	Absent – 1	Abstain – 0
Carlson,		Jackman	
Thomas, Wells, Wingo			

Reorganization of the Board

MSA (Carlson/Wells) nominate Debbie Wingo as board president

Ayes - 4	Nays -0	Absent – 1	Abstain – 0
Carlson,		Jackman	
Thomas, Wells, Wingo			

Mrs. Wingo appointed Mr. Wells vice-president and Mrs. Thomas clerk.

2016 Committee Representatives are as follows:

TAPFFA	Mrs. Wingo and Mr. Jackman
County School Boards Association	Mrs. Thomas
Little League	Mr. Carlson and Mr. Jackman
Technology	Mr. Wells and Mr. Jackman
Tracy Parks and Recreation	Mrs. Thomas

Superintendent's Report – Dr. Bridges participated in many events across the district over the past month. He was the stand-in MC for the Jefferson School turkey trot and attended Hawkins ELA

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activities and a presentation of Mr. Ballard's CAD projects. Much of his time has been spent with the Jefferson School project recently.

III. PUBLIC HEARING – No comments from the public.

IV. APPROVAL OF THE CONSENT AGENDA

4.1 Minutes – Regular Board Meetings November 10, 2015
4.2 Warrants – November 2015
4.3 Financials – November 2015
4.4 RGM Associates Change Order Requests #103-109 for Jefferson School and #036 for Traina School Gymnasium
4.5 Surplus
4.6 Bid Award – Traina School Office Security Door Project

MSA (Carlson/Thomas) approve the consent agenda

Ayes - 4	Nays -0	Absent – 1	Abstain – 0
Carlson,		Jackman	
Thomas, Wells, Wingo			

V. EDUCATIONAL SERVICES

5.1 Student Body Reports – Jefferson Cierra Spikes, Jefferson ASB President, reported on her school's activities. The annual turkey trot took place on November 20. The Hawkins/Jefferson joint dance was fantastic. Students and staff are very excited about the new campus. Students will tour the new campus on December 16 and 17.

Hawkins ASB President Alexandra Manzo gave her school's report. The decades dance with Jefferson was one of the most successful ever. Eighth graders are getting ready for high school with a visit from counselors. A field trip is planned to UOP. Students will tour the campus, have lunch and watch a ladies basketball game. The month will finish up with the winter program performance then winter break. She wished everyone a nice winter break and a happy new year.

Natalie Hewey, Monticello student council president, shared her site report. Responsibility is the current character pillar. Students have learned how to finish what you start and make good choices. She extended an invitation to the winter program this Wednesday and Thursday at 5:30 PM. This Friday is 80's day at Monticello School. Students are collecting food for the local non-profit organization, Brighter Christmas. Jefferson fifth graders are also participating. She congratulated the turkey trot winners on a job well-done.

5.2 School Parent Group Reports – This item will be on the January agenda.

5.3 School Site Plans for Student Achievement – Dr. Bridges thanked the staff and school principals for the completion of the plans. There were some challenges this year due to the new student assessments and a short time frame.

MSA (Carlson/Thomas) approve the site plans for student achievement

Ayes - 4	Nays -0	Absent – 1	Abstain – 0
Carlson,		Jackman	
Thomas, Wells, Wingo			

5.4 LCAP Timeline – Dr. Bridges reviewed the LCAP timeline and the changes to the plan development process.

5.5 Student Enrollment – Student enrollment is up slightly from last month.

VI. PERSONNEL SERVICES

VII. BUSINESS AND FACILTIES

7.1 Measure J Update – The Traina gym project is on schedule. The roof is on, drywall is going up, the stage is going in, and electrical wiring is going in. Exterior concrete is being poured.

Jefferson School is seeing great progress. Landscaping and fire suppression systems are the big areas now being worked on. Most of the work in building A is finished, with some final details required, like cleaning. The gym needs the bleachers installed and the cafeteria flooring will be put in soon.

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There was a water pipe break in front of Traina School. The plumber on-site at Traina assisted in identifying the problem. The repairs were made quickly, even though more leaks were found. This was not related to the current construction project. Drinking water was brought in for the site and there will be a brief interruption to the running water during the testing of the water system and the drinking water quality.

Mr. Wells requested an update next month on the technology devices acquisition.

7.2 Food Services Department Update – Dr. Bridges introduced Food Services Director Debbi Rogers. He recognized Mrs. Rogers for her positive attitude and problem solving skills. She, in turn, praised her department staff for their dedication to the students of the district.

The second chance breakfast program, started last January, serves breakfast at break time. Comparing August through December 2015 to August through December 2014 numbers, over 1400 more breakfasts were served, which means many more students are getting the most important meal of the day.

The district recently joined a food co-op, which allows for more purchasing power with entitlement funds. She will be participating next year too. Students are currently offered at least two choices of fruit and veggies at lunch. She's found the students are enjoying the variety and there is less waste. The idea is to have three choices each next year.

Having Jefferson and Hawkins staff share the Hawkins kitchen has worked out very well. Everyone has worked well as a team. Mrs. Rogers is extremely proud that two employees of the year from 2014-2015 are from the food services department – Barbara Leval and Laurina Rocha.

Debbie Wingo asked if the addition of salad bars to the lunch program would be of interest. Mrs. Rogers indicated she would love to implement the program if it is at all possible.

7.3 November 2015 Budget Adjustments
MSA (Carlson/Wells) approve the November 2015 budget adjustments

Ayes - 4	Nays -0	Absent – 1	Abstain – 0
Carlson,		Jackman	
Thomas, Wells, Wingo			

7.4 2015-2016 First Interim Report – Mindy Maxedon's presentation included confirmation of the following incorporated assumptions:

- LCAP expenditures across three years based on the 2015-2016 LCAP
- $904,999 supplemental funds budget in resource 0709, based on 2015-2016 proportionality calculation
- $681,088 current expenditure budget in resource 0709
- The difference between revenue and expenses is being reserved across all three years
- One-time funding in resource 0070, $1.2M, is reserved to acknowledge no currently budgeted expenditures
- Step & column increase of 1.43% for certificated and 1.28% for classified staff is all years.
- Materials and supplies, object code 4xxx, and services, object code 5xxx, are adjusted for a flat increase of $5,000 each
- ADA is still declining and projected growth does not include future development, as we are not allowed to do so

The multiyear assumptions include increases for employer contribution to STRS and PERS and no adjustment for salary and benefits changes. Employer and employee contributions are increasing over a seven year period.

The routine repair and maintenance contribution was adjusted to a 2% contribution after board approval in November 2015. The board has the flexibility to increase that contribution, if necessary.

Budgeted contributions are in special education preschool, special education and routine repair and maintenance. She noted that through the efforts of Angelica Thomas and her department, special education contributions have come down significantly.

The report confirms positive certification through the 2017-2018 school year.
MSA (Carlson/Thomas) approve the 2015-2016 interim report

Ayes - 4	Nays -0	Absent – 1	Abstain – 0
Carlson,		Jackman	
Thomas, Wells, Wingo			

7.5 RFP 2015-12-01 District Wireless Upgrade and Cabling Internal Connections eRate Year 19 – Mrs. Maxedon explained the process and background in the eRate Category 2 funding project. Upgrades included in the RFP have been in our technology plan. There is language in the RFP that gives the district the right to cancel the project should eRate funding not be approved.

The RFP will be posted on the e-rate website and published in the paper. Bid would be awarded in February 2016. The district has options in achieving the projects, regardless of the Category 2 funding status. Discussion ensued regarding wireless access points, with the concern in mind of administering the CAASPP. Access has improved with some assistance from SJCOE.
MSA (Wells/Thomas) approve the RFP, as presented

Ayes - 4	Nays -0	Absent – 1	Abstain – 0
Carlson,		Jackman	
Thomas, Wells, Wingo			

7.6 Tracy Little League Contract 2015-2016 – Fall ball league language was added under section 1D. Dates were adjusted and the finance structure remains the same. Extra inside use, on weekends, is outside the contract. Little League will pay for those hours at the appropriate tier on the facilities use schedule. Mrs. Adair is satisfied with the maintenance and use of her site by Little League.
MSA (Carlson/Thomas) approve the 2015-2016 Tracy Little League contract

Ayes - 4	Nays -0	Absent – 1	Abstain – 0
Carlson,		Jackman	
Thomas, Wells, Wingo			

VIII. BOARD DISCUSSION AND REPORTS

8.1 Revise Instruction Board Policy and Administrative Regulation 6164.6, Identification and Education Under Section 504, First Reading – Updates to the current BP and AR 6164.6 were reviewed. It is recommended the coordinator for the district be director of human resources and curriculum. Board members did not request any changes.

8.2 CSBA Delegate Assembly Nomination – No nomination was provided.

8.3 Items For Next Board Meeting –

- Technology update
- Parent club reports
- BP/AR 6164.6 second reading

IX. ADJOURNMENT – Carlson/Wells 7:18 PM

Respectfully submitted,

James W. Bridges
Secretary to the Board

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