

Jefferson Elementary School District

Official Minutes of the Regular Meeting Of the Board of Trustees January 14, 2025

<input checked="" type="checkbox"/> Debbie Wingo President	<input checked="" type="checkbox"/> Soyeb Palya Vice-President	<input checked="" type="checkbox"/> Todd Wetherell Clerk	<input checked="" type="checkbox"/> Brian Jackman Trustee	<input checked="" type="checkbox"/> Pete Carlson Trustee
<input checked="" type="checkbox"/> Jim Bridges Superintendent	<input checked="" type="checkbox"/> Emily Stroup Director, Human Resources	<input checked="" type="checkbox"/> Esabel Corrie Chief Business Officer	<input checked="" type="checkbox"/> Edelmira Escoto Administrative Assistant	

I. OPEN SESSION

- 1.1 Call to Order at 5:44 PM
- 1.2 Roll Call to Establish Quorum – Five (5) Present
- 1.3 Approval of Agenda

Motion:	Pete Carlson				Second:	Todd Wetherell		
Ayes:	5	Nays:	0	Abstain:	0	Absent:	0	

- 1.4 Public Comment on Closed Session Items
- 1.5 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
- 1.6 PUBLIC EMPLOYEE EMPLOYMENT/DISCIPLINE/DISMISSAL/RELEASE/RESIGNATION
Certificated # 12348, 12349, 12350
Classified # 12351, 12352, 12353, 12354, 12355, 12356, 12357, 12358

Motion:	Brian Jackman			Second:	Pete Carlson		
Ayes:	5	Nays:	0	Abstain:	0	Absent:	0

- 1.7 Pending Legal Action – Claim 2025-01-01

Motion:		Brian Jackman		Second:		Todd Wetherell	
Ayes:	5	Nays:	0	Abstain:	0	Absent:	1

- 1.8 ADJOURN TO CLOSED SESSION

II. RETURN TO OPEN SESSION – 6:34 PM

- 2.1 Welcome and Closed Session Report
- 2.2 Pledge of Allegiance
- 2.3 Superintendent's Report
- 2.4 Student Body Reports

2.1 Welcome and Closed Session Report

- The board **Approved** the Agenda in section 1.3 above.
- The board **Approved** the Personnel Actions in section 1.6 above.
- The board **Approved** the Pending Legal Action in section 1.7 above.

2.3 Superintendent's Report

I hope everyone had a nice and relaxing winter break.

Our new Student Resource Officer Tim Brown started on January 7th. He will be spending one day per week at each of our school sites and will go between school sites based upon need.

January 7th, Fiona Bessette, Scott Andrews and I visited Linden Unified School District to observe their reading intervention block using the SIMS curriculum. We came away with a number of ideas and are in the process of scheduling some additional visits to other districts.

January 8th, Scott Andrews hosted our Parent Advisory Council meeting where he reviewed the mid-year LCAP update and shared progress on goals with parents and staff.

Yesterday afternoon I attended the SJC Safe Schools Subcommittee where we discussed swatting hoaxes, panic badges, and Office of Emergency Center Resources.

2.5 Student Body Reports

Jefferson School

Ariana Martinez, ASB President

Jefferson had the Bull Dog Project from Tracy High and Jaguar Project from Kimball High visit the students. Currently organizing donation drive to support individuals in need. Next week on January 24th we will host our dance themed "Starry Night" featuring a DJ and photo booth. A select group of students will perform with the Tracy Honor Band on January 25th. Our basketball team is getting ready for championship games. Our Science Olympiad is preparing for an upcoming competition next week.

Corral Hollow School

Aarav Pardeeep, ASB President

Corral Hollow recently held its STEAM Project and Year Book Cover Contest. Our judging is completed and I would like to highlight all the student participation. Next, I would like to recognize the Soccer and Basketball teams who have been competing with passion and dedication. Their hard work and teamwork make us proud and we look forward to their continued success. We recently welcomed our new Resource Officer, Officer Brown and I am excited to see how he will make our school a better place to learn. We had an Anti-Bullying Assembly ran by our school psychologist. We learned strategies to prevent bullying and help support learning. We had staff and students dress up for spirit days and show their school spirit. Last week we had a wonderful performance by our choir and band. Their hard work and talent showed in how beautifully they played for their audience.

Tom Hawkins School

Arman Sharma, ASB President

Hawkins held a New Years Dance, it was a wonderful event. In addition, we will be celebrating College Week with each day having a different theme. Friday will be our College Rally. Soccer and Basketball teams are nearing the end of their season. The teams are showing dedication and skill and we are all proud of their efforts. Teachers introduced Incentive Day for students with no missing assignments and it encourages student engagement and completion of assignments. We also have College Week with fun spirit activities, games, snacks and social interaction.

Monticello School

Robert Hepler, ASB President

Monticello finished their Brighter Christmas drive, collecting hundreds of donations. Upon our return on January 6th, we participated in Walk Through California and learned about California history. We finished the week with Candle Spirit Day. We will be closed January 20th for MLK day. January 24th is Hat day. We will have our Scholastics Book Faire until January 31st.

Traina is glad to welcome our new Resource Office, Officer Brown. Spirit days are scheduled such as Hat and Polka dot day this week with the 17th Winter Formal Dance hosted by ASB. Rice, beans, Chicken and Carne Asada will be served.

III. PUBLIC COMMENTS

NONE

Parent

IV. APPROVAL OF THE CONSENT AGENDA

4.1 Minutes – Regular Board – December 17, 2024

4.2 Warrants – December 2024

4.3 Accept Donation: Anonymous for Monticello Elementary School - \$10,000

Motion:		Brian Jackman		Second:		Pete Carlson	
Ayes:	5	Nays:	0	Abstain:	0	Absent:	0

V. EDUCATIONAL SERVICES

5.1 Student Enrollment – Dr. Bridges reported enrollment continues to grow. Tracy Hills phase #2 currently has issues with PG&E and has no power. There is a delay in families moving in until possibly February with slow sales as well. We are working with developer to update projections for incoming students to coordinate our hiring needs.

5.2 Payoff of Great Minds 5 Year Contract (Out of AMIN)

Scott Andrews reported that the funds are available to pay-off the balance to help secure digital licensing and consumables for the remaining 4 years of the contract.

Motion:		Pete Carlson		Second:		Todd Wetherell	
Ayes:	5	Nays:	0	Abstain:	0	Absent:	0

5.3 Parent Advisory Council Bylaws

Dr. Bridges reported that this is to provide formality to an already existing PAC by creating bylaws. A new requirement is for two (2) middle school students to serve on PAC. It is a nice way for parents to provide input to the Board, provide feedback to LCAP, Title I, parent engagement and parent input through the PAC. The bylaws stay in place in perpetuity unless a change needs to happen.

Mrs. Wingo asked how the two (2) 8th graders are chosen from the campuses?

Dr. Bridges replied only needs one (1) student, but would like an alternate. Staff will develop process which includes for selecting students (Foster Youth, Low Socio-economic status and EL) and parents.

Motion:		Todd Wetherell		Second:		Soyeb Palya	
Ayes:	5	Nays:	0	Abstain:	0	Absent:	0

5.4 School Accountability Report Cards 2024-2025 - All Sites

Dr. Bridges reported that these SARC's must be posted on website by February 1st and provided to the California Department of Education. Thank you to all the sites for completing their SARC's.

Motion:		Todd Wetherell		Second:		Brian Jackman	
Ayes:	5	Nays:	0	Abstain:	0	Absent:	0

VI. PERSONNEL SERVICES

6.1 MOU – CalState TEACH

Mrs. Wingo asked how many internship MOU's we had?

Mrs. Stroup reported that there are conservatively 17 intern credential MOU's.

Motion:		Brian Jackman		Second:		Pete Carlson	
Ayes:	5	Nays:	0	Abstain:	0	Absent:	0

6.2 Proposed New Job Description & Salary Schedule Placement – Food Service Custodian

Dr. Bridges reported that night custodians work the cafeteria and unable to clean all their classrooms. Food Services has funds available to hire a dedicated Food Service Custodian to help with food prep, serve and clean cafeteria and kitchen. A total of 5 Food custodians will be hired for all sites.

Motion:	Brian Jackman			Second:	Pete Carlson		
Ayes:	5	Nays:	0	Abstain:	0	Absent:	0

6.3 Title 5, California Code of Regulations, Section 5593 & 5594 – Athletic Coach Certification

Dr. Bridges reported that a requirement to bring all the coaches (parents and staff) and certification required to the Board.

Mrs. Stroup reported that they do the majority of Keenan courses as classified employees do, CPR and First Aid certified, Concussion certified and WVPP training.

Motion:	Pete Carlson				Second:	Brian Jackman		
Ayes:	5	Nays:	0	Abstain:	0	Absent:	0	

VII. BUSINESS AND FACILITIES

7.1 Proposal for Audit Services 2024-2027

Mrs. Corrie reported that Education Code requires financials be audited. We need to choose a service provider. Christy White has done well for us and was the only service provider to respond to the county RFP. The proposal was reviewed and is presenting a 3 year contract with Christy White.

Dr. Bridges asked if the Bond Audit was a piece of this or is that a separate contract?

Mrs. Corrie state that would be an additional cost, this is just for general financials. It would be the same contract but incur an additional cost to perform the Bond Audit.

Motion:		Todd Wetherell		Second:		Pete Carlson	
Ayes:	5	Nays:	0	Abstain:	0	Absent:	0

7.2 2023-2024 Audit Corrective Action

Dr. Bridges reported that there was only 1 corrective action item; 1 School Safety Plan was not approved by March 1st which is a legal requirement. It was approved on March 5th. Admin team from sites are working to get those done in February, he will review and approve them and they will be signed off before the March 1st deadline.

Before the Motion is Seconded:							
Motion:		Pete Carlson		Second:		Brian Jackman	
Ayes:	5	Nays:	0	Abstain:	0	Absent:	0

VIII. BOARD DISCUSSION AND REPORTS

8.1 San Joaquin County School Boards Association Chapter Appointment

Pete Carlson was appointed to represent Jefferson Elementary School District School Board.

Motion:		Brian Jackman		Second:		Todd Wetherell	
Ayes:	5	Nays:	0	Abstain:	0	Absent:	0

8.2 BP 0460: Local Control and Accountability Plan

Motion:	Pete Carlson			Second:	Todd Wetherell		
Ayes:	5	Nays:	0	Abstain:	0	Absent:	0

8.3 BP 1250: Visitors/Outsiders

Motion:		Pete Carlson		Second:		Todd Wetherell	
Ayes:	5	Nays:	0	Abstain:	0	Absent:	0

8.4 BP 3280: Sale Or Lease of District-Owned Real Property

Motion:		Pete Carlson		Second:		Todd Wetherell	
Ayes:	5	Nays:	0	Abstain:	0	Absent:	0

8.5 BP 3320: Claims And Actions Against The District

Motion:		Pete Carlson		Second:		Todd Wetherell	
Ayes:	5	Nays:	0	Abstain:	0	Absent:	0

8.6 BP 3515.5: Sex Offender Notification

Motion:	Pete Carlson			Second:	Todd Wetherell		
Ayes:	5	Nays:	0	Abstain:	0	Absent:	0

8.7 BP 5113.1: Chronic Absence and Truancy

Motion:		Pete Carlson		Second:		Todd Wetherell	
Ayes:	5	Nays:	0	Abstain:	0	Absent:	0

8.8 BP 6170.1: Transitional Kindergarten

Motion:	Pete Carlson			Second:	Todd Wetherell		
Ayes:	5	Nays:	0	Abstain:	0	Absent:	0

8.9 BB 9240: Board Training

Motion:	Pete Carlson			Second:	Todd Wetherell		
Ayes:	5	Nays:	0	Abstain:	0	Absent:	0

8.10 BB 9270: Conflict Of Interest

DE 9276: Conflict of Interest								
Motion:		Pete Carlson			Second:		Todd Wetherell	
Ayes:	5	Nays:	0	Abstain:	0	Absent:	0	

8.11 Items for Next Board Meeting

1. LCAP Mid-Year Presentation

IX. CALENDAR OF UPCOMING EVENTS

January 20, 2025 – Martin Luther King Jr. Day.....No School
February 11, 2025 - Regular Board Meeting.....Next Meeting

X. ADJOURNMENT – 7:03 PM

Motion:		Pete Carlson	Second:		Todd Wetherell
Ayes:	5	Nays:	0	Abstain:	0
				Absent:	0

Respectfully submitted,



James W. Bridges
Secretary to the Board