Jefferson School District

Official Minutes of the Regular Meeting
Of the Board of Trustees
June 9, 2022

Present: Phil Raya, President; Debbie Wingo, Member; Todd Wetherell, Member
In attendance: Emily Stroup, Director of Human Resources; Sarah Steen, Coordinator of Curriculum; Celli Coeville, Administrative Assistant

I. OPEN SESSION – 6:30 PM

a. Call to Order at 6:30 PM

b. Roll Call to Establish Quorum – Mr. Carlson and Mr. Jackman were absent

c. Approval of Agenda- No changes were made to the agenda

MSA (Wingo/Wetherell) – Approve the agenda as presented

Ayes – 3	Nays – 0	Absent – 2	Abstain – 0
Raya, Wetherell, Wingo		Carlson, Jackman	

d. Welcome

President Raya noted that Dr. Bridges was not in attendance this evening as he is attending the San Joaquin County Employee of the Year event in Stockton. Jefferson School District has two employees being honored tonight. Kelly Cabral from Tom Hawkins School was selected as the Classified Employee of the Year. Jefferson School teacher, Gary Pease, is a finalist for Teacher of the Year.

e. Pledge of Allegiance

II. PUBLIC HEARING – There were no comments for any public hearing item

Conduct a Public Hearing for the 2022-2023 Local Control and Accountability Plan

Conduct a Public Hearing for the 2022-2023 Annual School District Budget Including a Review of Reserves in Compliance with EC 42127 (a)(2)(b)

Conduct a Public Hearing for the School Facilities Needs Analysis for Consideration of Alternative School Facilities Fees

III. ADJOURNMENT – MSA (Wingo/Wetherell) 6: 34 PM

Respectfully submitted,

James W. Bridges
Secretary to the Board

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Jefferson School District

Official Minutes of the Regular Meeting
Of the Board of Trustees
June14, 2022

Present: Phil Raya, President; Brian Jackman, Vice President; Debbie Wingo, Member; Jim Bridges, Superintendent

In attendance: Emily Stroup, Director of Human Resources; Sarah Steen, Curriculum Coordinator; Celli Coeville, Administrative Assistant

I. OPEN SESSION

a. Call to Order at 5:37 PM
b. Roll Call to Establish Quorum – Mr. Carlson and Mr. Wetherell were absent
c. Approval of Agenda
d. Public Comment on Closed Session Items

MSA (Jackman/Wingo) – Approve the agenda as presented

Ayes – 3	Nays – 0	Absent – 2	Abstain – 0
Jackman,		Carlson, Wetherell	
Raya, 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

f. ADJOURN TO CLOSED SESSION

II. RETURN TO OPEN SESSION – 6:30 PM

Welcome from Board President Mr. Raya
Pledge of Allegiance

Superintendent's Report – Dr. Bridges reported that the District has two employees selected for the San Joaquin County Employees of the Year. Kelly Cabral was selected as the County employee of the year for Clerical and Administrative Services, and Gary Pease was selected as a San Joaquin Teacher of the Year. Mr. Pease will now be in the running for State Employee of the Year.

In Closed Session-

MSA (Jackman/Wingo) - For certificated employees, the Board approved the employee #'s 12354, 12355, 12356, 12357, 12358, 12359, 12360, 12361, 12362, 12363; for classified employees, the Board approved employee #'s 12364, 12365, 12366, 12367, 12368, 12369, 12370, 12371, 12372, 12373, 12374, 12375 and 12376

Ayes – 3	Nays – 0	Absent – 2	Abstain – 0
Jackman		Carlson, Wetherell	
Raya, Wingo			

III. PUBLIC COMMENT – There was one public comment for an item not on the agenda.

Soyeb Palya – Resident of Tracy Hills
On behalf of the all residents who have been discussing on a group chat I have a comment that I've brought forward to the Board. One of the concerns that we have, is as you know recent gun violence in America.in schools have hurt many children. What I want to know is what steps Jefferson School District has taken to combat gun violence? Have you taken any extra precautions or any measures that are in place to stop a shooter from entering the building? And similar to a fire drill or an

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earthquake drill, has there been active shooter drill established at any of the school sites? I ask that you don't wait to talk about this until a tragedy strikes one of the schools. Rather I ask that you ponder over and discuss how you can prevent it before it happens in the first place. A discussion on these issues needs to happen sooner rather than later before a tragedy strikes in our society.

IV. APPROVAL OF THE CONSENT AGENDA

4.1 Minutes – Regular Board Meeting May 10, 2022 & Special Board Meeting May 12, 2022
4.2 Warrants – May 2022
4.3 Financials – May 2022

MSA (Jackman/Wingo) approve the consent agenda as presented

Ayes – 3	Nays – 0	Absent – 2	Abstain – 0
Jackman		Carlson, Wetherell	
Raya, Wingo			

V. EDUCATIONAL SERVICES

5.1 Site Plans for Student Achievement

MSA (Wingo/Jackman) approve the Site Plans for Student Achievement as presented

Ayes – 3	Nays – 0	Absent – 2	Abstain – 0
Jackman		Carlson, Wetherell	
Raya, Wingo			

5.2 Plan for Universal Pre-Kindergarten

MSA (Jackman/Wingo) approve the Plan for Universal Pre-Kindergarten as presented

Ayes – 3	Nays – 0	Absent – 2	Abstain – 0
Jackman		Carlson, Wetherell	
Raya, Wingo			

5.3 Letter Regarding SELPA Membership – Dr. Bridges indicated that one of the requirements for Special Education programs if a district chooses to leave its SELPA region or area they have to notify the SELPA at least one year in advance. They must notify the Director of the SELPA of that area, as well as the State Department of Education of their intent. Jefferson S.D. is joining a number of school districts in the South County who are considering their own SELPA region. Dr. Bridges noted that the District has one year to explore this option and we hvae nothing to risk by exploring this option. If we decide not to move forward, the District may remain in the SELPA.

5.4 Student Enrollment Projections-. We continue to see growth within our district. Our outgoing classes have been larger than our incoming classes and we are working toward that as a District. We are slowly closing the gap between outgoing 8th graders and incoming Kindergarteners.

VI. PERSONNEL SERVICES

6.1 Extra Help Retired Annuitant Chief Business Officer Contract, Dena Whittington

MSA (Wingo/Jackman) approve the Extra Help Retired Annuitant Chief Business Officer Contract, Dena Whittington as presented

Ayes – 3	Nays – 0	Absent – 2	Abstain – 0
Jackman,		Carlson, Wetherell	
Raya, Wingo			

6.2 Resolution 2022-06-03 to Employ CalPERS Retiree, Dena Whittington

MSA (Jackman/Wingo) approve Resolution 2022-06-03 to Employ CalPERS Retiree, Dena Whittington as presented

Ayes – 3	Nays – 0	Absent – 2	Abstain – 0
Carlson, Jackman		Carlson, Wetherell	
Raya, Wingo			

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6.3 Superintendent's Contract- President Raya read the following oral summary of compensation of Superintendent's contract: Pursuant to Government Code section 54953, subdivision (c)(3), the Board provides this oral summary of the compensation provided to the Superintendent by way of the pending amendment to his Employment Contract with the District:

- The Superintendent's new Employment Agreement contains no changes in compensation from his current 2021-2022 Employment Agreement

MSA (Wingo/Jackman) approve the Superintendent's Contract as presented

Ayes – 3	Nays – 0	Absent – 2	Abstain – 0
Jackman		Carlson, Wetherell	
Raya, Wingo			

6.4 Change to Classified Salary Schedule- As the minimum wage keeps changing it has an effect on the District salary schedules. Dr. Bridges noted that this is going to be an ongoing problem for the District to remain competitive in the salary schedule for classified employees.
MSA (Jackman/Wingo) approve the Change to Classified Salary Schedule as presented

Ayes – 3	Nays – 0	Absent – 2	Abstain – 0
Jackman		Carlson, Wetherell	
Raya, Wingo			

6.5 New Job Description, Paraprofessional Early Childhood Education I/II – Dr. Bridges noted that starting next year one of the requirements for the Universal PreK plan is that next year there must be two adults per 24 students in the classroom. Because of the after school care requirement, we will have two 5.75 hour employees which will allow these employees to span a longer period of the day. This position is specifically written for and earmarked for the TK classrooms.
MSA (Jackman/Wingo) approve the New Job Description, Paraprofessional Early Childhood Education I/II
as presented-

Ayes – 3	Nays – 0	Absent – 2	Abstain – 0
Jackman		Carlson, Wetherell	
Raya, Wingo			

6.6 Correction to Total Compensation Report & Corresponding Salary Schedule- Dr. Bridges and Mrs. Stroup were reviewing the salary study and noticed an error that had been made by the company that did the salary study. Some key positions had salary adjustments which are being presented tonight.
MSA (Jackman/Wingo) approve the Correction to Total Compensation Report & Corresponding Salary Schedule as presented –

Ayes – 3	Nays – 0	Absent – 2	Abstain – 0
Jackman		Carlson, Wetherell	
Raya, Wingo			

VII. BUSINESS AND FACILTIES

7.1 May 2022, Fiscal Year 21-22 Budget Adjustments –
MSA (Wingo/Jackman) approve the May 2022, Fiscal Year 21-22 Budget Adjustments as presented

Ayes – 3	Nays – 0	Absent – 2	Abstain – 0
Jackman		Carlson, Wetherell	
Raya, Wingo			

7.2 Corral Hollow Elementary School Update – Dr. Bridges noted that this agenda item should have been labeled as a Construction Update. Dr. Bridges reported on the communication and progress on the Corral Hollow Elementary School construction process. Dr. Bridges sent a communication to the Tracy Hills community on May 31st and he recapped the milestones that have been achieved to date. He indicated that the District has 20-22 contractors across the state who have

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shown interest in the bidding the project. On June 13th, one week ahead of schedule, our architects at PJHM received final approval of Corral Hollow Elementary School from Division of State Architects (DSA). This means we have approved drawings and these are the final documents for contractors to bid on. On July 13th we will have a public bid opening at the District Office. He explained the process of the bidding to the public and the board. The District hopes to have a Board meeting in July 26, 2022 for the express purpose of approving the construction services agreement document. This keeps us well on the timeline for an August 2024 opening.

There was one public comment on this agenda item:

Soyeb Palya – A lot of the discrepancies that are happening, some of emails that you may be getting from residents is the discrepancy between the HOA and what they are portraying to us versus what the school is telling us. So our HOA sends us a quarterly newsletter and they're saying the school would be built in 2022. This was the earlier one in 2020. And then when the school sent out the letter through Integral communities the builder out there, the deadline was changed to 2023. And then when the school sent out the recent one with the deadline of August 2024 that's when they updated their newsletter to state that the school will be built in 2024. So that's where a lot of the questions are coming in from the residents. And part of the quarterly newsletter I heard you guys discussing earlier, we are at about 1,015 homes occupancy in Tracy Hills. And from that based on the survey that they have conducted, there is about 350 kids attending K-8 school and 200 or more students attending high school. So there are about 550 school aged kids in that area. And the reason we need the school to be built is as you know there is only one way in and out of Tracy Hills. And in the morning when the constructions are happening, that lane also gets blocked so there is literally one lane and one way in or out of Tracy Hills so that creates massive traffic congestion with 550 students trying to get in their vehicles and leaving at various times. So that has an environmental impact as well as other schools nearby are at full capacity. So we would appreciate if the deadlines are on schedule as you mentioned, so far it's looking good so we hope that everything goes to plan. And last question or two questions that I have are can the public sit in on the bids at 2 pm that's taking place and the second one is on July 26th can we sit in on that meeting?

Dr. Bridges reported to the Ellis Community regarding Franklyn Cole School. One of the big issues is that there is a retention basin built on the Ellis school site property right now which needs to be removed. A permanent retention basin must be built before we can proceed. The new retention basin which will be on the northwest corner of Valpico and Christman, should be operational by the 4th quarter of this year. Woodside Homes is responsible for the retention basin being built and making it operational. Once this happens, Lennar Homes has to remove the dirt. Shell Oil still needs to clean up the southwest corner of this property. We are looking at August 2025 at least, which is the date we have been targeting all along, we still might have a chance of meeting those timelines.

7.3 Transportation/Busing – Dr. Bridges highlighted the latest information regarding Transportation/Busing. Since March 2021 the District has acquired three new Thomas buses. During this last school year, busing has been impacted by three factors. The District has been unable to fill one driver position all year, COVID-19 restrictions had us running at 2/3 capacity, and because we offered free meals to all students, we provided free busing as well. Last year we had 249 students with bus passes, and 153 students on the wait list.

Dr. Bridges noted that we had one bus driver retire this year. The District was able to hire one bustodian, and we are in the interview process for another driver. If we can hire another person in the next week or so, we should be able to utilize them. We have also trained our full time mechanic as a bus driver. And we are also actively recruiting substitute bus drivers.

The district has placed an order for another school bus. At times a bus is out of service needs to be fixed, so we will ensure that we have four buses. We have installed cameras and Zonar systems in each bus. MOT and Dr. Bridges will meet to in early June to review the routes, Zonar data, routes and times. Looking at ways to find two runs for the folks in Tracy Hills, as well as going back to

having full buses. The District is also considering minimizing the number of bus stops for the District.

7.4 2022 Local Performance Indicator Self-Reflection- Dr. Bridges noted that we are required to report data points, and thanked Sarah Steen for all of her work on the LCAP this year. This item is an informational item only.

7.5 2022-2023 Local Control and Accountability Plan (LCAP)
MSA (Wingo/Jackman) approve the 2022-2023 Local Control and Accountability Plan as presented

Ayes – 3	Nays – 0	Absent – 2	Abstain – 0
Jackman		Carlson, Wetherell	
Raya, Wingo			

7.6 2022-2023 Jefferson School District Annual Budget
MSA (Wingo/Jackman) approve the 2022-2023 Jefferson School District Annual Budget as presented

Ayes – 3	Nays – 0	Absent – 2	Abstain – 0
Jackman		Carlson, Wetherell	
Raya, Wingo			

7.7 Resolution 2022-06-01, Adoption of School Facilities Needs Analysis in Compliance with Senate Bill 50 – This is a state requirement for someone to pay developer fees. This does not have to do with Ellis and Tracy Hills developer fees. These fees are for someone who wants to build a mother-in-law suite or a custom home. Our developers are paying higher mitigation fees.
MSA (Jackman/Wingo) approve Resolution 2022-06-01, Adoption of School Facilities Needs Analysis in Compliance with Senate Bill 50 as presented

Ayes – 3	Nays – 0	Absent – 2	Abstain – 0
Jackman		Carlson, Wetherell	
Raya, Wingo			

7.8 Resolution 2022-06-02, 2022-2023 Education Protection Account Plan-
MSA (Wingo/Jackman) approve Resolution 2022-06-02, 2022-2023 Education Protection Account Plan as presented

Ayes – 3	Nays – 0	Absent – 2	Abstain – 0
Jackman		Carlson, Wetherell	
Raya, Wingo			

VIII. BOARD DISCUSSION AND REPORTS

8.1 Proposed New Board Meeting, July 26, 2022
MSA (Jackman/Wingo) approve the Proposed New Board Meeting, July 26, 2022 as presented

Ayes – 3	Nays – 0	Absent – 2	Abstain – 0
Jackman		Carlson, Wetherell	
Raya, Wingo			

8.2 Items for Next Board Meeting – construction contract for CHES, August board meeting date is August 16, 2022.

ADJOURNMENT – MSA (Jackman/Wingo) 7:14 PM

Respectfully submitted,

James W. Bridges
Secretary to the Board

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Jefferson School District

Official Minutes of the Regular Meeting
Of the Board of Trustees
July 28, 2022

Present: Phil Raya, President; Brian Jackman, Vice-President; Pete Carlson, Clerk; Todd Wetherell, Member; Emily Stroup, Director of Human Resources; Celli Coeville, CBO; Bertha Ramon, Administrative Assistant

I. OPEN SESSION –5:30 PM
- a. Call to Order at 5:50 PM
- b. Roll Call to Establish Quorum - Mrs. Wingo was absent
- c. Approval of Agenda- No changes were made to the agenda

MSA (Jackman/Carlson) – Approve the agenda as presented

Ayes – 4	Nays – 0	Absent – 1	Abstain – 0
Carlson, Jackman		Wingo	
Raya, Wetherell,			

- d. Welcome
- e. Pledge of Allegiance

II. RETURN TO OPEN SESSION – 6:30 PM
Welcome from Board President Mr. Raya
Pledge of Allegiance

In Closed Session-

MSA (Carlson/Jackman) - For certificated employees, the Board approved the employee #'s 12377, 12378, 12379, 12380, 12381, 12382, 12383; approve classified employee #'s 12384, 12385, 12386, 12387, 12388, 12389, 12390, 12391, 12392, 12393, 12394, 12395, 12396, and 12397

Ayes – 4	Nays – 0	Absent – 1	Abstain – 0
Carlson, Jackman		Wingo	
Raya, Wetherell			

III. PUBLIC COMMENT – There were no public comments

IV. CONSENT – no items on the agenda under Consent

V. EDUCATIONAL SERVICES – no items on the agenda for Educational Services

VI. PERSONNEL SERVICES (Board may or may not take action on any items listed below)

6.1 Revised 2022-23 Instructional Calendar- Dr. Bridges noted that Juneteenth is now a federal holiday and this date needs to be recognized as a national holiday on our calendar.

MSA (Jackman/Carlson) approve the Revised 2022-23 Instructional Calendar as presented

Ayes – 4	Nays – 0	Absent – 1	Abstain – 0
Carlson, Jackman		Wingo	
Raya, Wetherell			

6.2 Revised Substitute Salary Schedule- Dr. Bridges noted that we are maintaining what we did last year to stay competitive.

MSA (Carlson/Jackman) approve the Revised Substitute Salary Schedule as presented

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

Raya, Wetherell

6.3 Variable Term Waiver, N. Rodriguez- working on her CALCBA
MSA (Carlson/Wetherell) approve the Variable Term Waiver, Nanci Rodriguez as presented

Ayes – 4	Nays – 0	Absent – 1	Abstain – 0
Carlson, Jackman		Wingo	
Raya, Wetherell			

6.4 Provisional Internship Permit Request, Z. Gwerder – Mrs. Stroup explained that this request is different from item 6.3 as Zachary has not yet passed one of the requirements for the subject matter competency to enter into the internship program. That's why this is a provisional internship.
MSA (Jackman/Wetherell) approve the Provisional Internship Permit Request, Z. Gwerder as presented

Ayes – 4	Nays – 0	Absent – 1	Abstain – 0
Carlson, Jackman		Wingo	
Raya, Wetherell			

VII. BUSINESS AND FACILITIES (Board may or may not take action on any items listed below)
7.1 Mr. Raya indicated that this will not be an action item tonight, it will be information only. Dr. Bridges reported that last Thursday at 2:00 pm the District accepted bids from contractors for Corral Hollow Elementary School. We had four responsible bidders and the lowest responsible bidder was BHM Construction from Napa. Their bid was $50,900,000 and the District's budget was $50M so we are off roughly $900k. The District and the developer met to work to close that gap. The District chose to remove one of the positions, a construction manager, that we were going to hire which made up most of the rest of the difference. We are roughly $100k short but can reduce furniture/equipment purchases to make us the difference.

The next step is that we are working with the developer on the actual legal agreements for how the additional $20M that they will be providing will come to us. Our attorneys have been working on this since last Thursday, we were hoping to have this information for the Board and the public today. This is a necessary item that the Board has to have prior to awarding this contract. Dr. Bridges explained that we must have and a legal commitment from Integral Communities for the $20M before we are actually able to award the bid. We will give a notice to proceed on August 17, 2022. This gives us a completion date of mid-February 2024.

7.2 CTE-CAL Proposal No: 25-22-101: Estimate for Material Testing & Special Inspection Services & Matrix- Dr. Bridges noted this has been approved before. There are some slight changes in design which requires different testing. The District took it back out to bid and we were had a number of bidders and we selected the lowest responsible bidder.
MSA (Carlson/Jackman) approve CTE-CAL Proposal No: 25-22-101: Estimate for Material Testing & Special Inspection Services & Matrix as presented

Ayes – 4	Nays – 0	Absent – 1	Abstain – 0
Carlson, Jackman		Wingo	
Raya, Wetherell			

7.3 Resolution 2022-07-01, Resolution for District Authorized Signers
MSA (Carlson/Wetherell) approve Resolution 2022-07-01, Resolution for District Authorized Signers as presented

Ayes – 4	Nays – 0	Absent – 1	Abstain – 0
Carlson, Jackman		Wingo	
Raya, Wetherell			

7.4 Updated San Joaquin County Auditor-Controller Authorized Signature Card

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MSA (Jackman/Carlson) approve the Updated San Joaquin County Auditor-Controller Authorized Signature Card as presented

Ayes – 4	Nays – 0	Absent – 1	Abstain – 0
Carlson, Jackman		Wingo	
Raya, Wetherell			

VIII. BOARD DISCUSSION AND REPORTS (Board may or may not take action on any items listed below)

8.1 Revised Administrative Regulation, AR 5113, Consider for adoption

MSA (Jackman/Carlson) approve the Revised Administrative Regulation, AR 5113, as presented

Ayes – 4	Nays – 0	Absent – 1	Abstain – 0
Carlson, Jackman		Wingo	
Raya, Wetherell			

8.2 Revised Board Policy/Administrative Regulation, BP/AR 5145.7, Sexual Harassment, Consider for adoption

MSA (Wetherell/Carlson) approve the Revised Board Policy/Administrative Regulation, BP/AR 5145.7, Sexual Harassment as presented

Ayes – 4	Nays – 0	Absent – 1	Abstain – 0
Carlson, Jackman		Wingo	
Raya, Wetherell			

8.3 Revised Administrative Regulation/Exhibit, AR/E 1312.4, Williams Uniform Complaint Procedures, Consider for adoption

MSA (Carlson/Wetherell) approve the Revised Administrative Regulation/Exhibit, AR/E 1312.4, Williams Uniform Complaint Procedures as presented

Ayes – 4	Nays – 0	Absent – 1	Abstain – 0
Carlson, Jackman		Wingo	
Raya, Wetherell			

8.4 Items for Next Board Meeting- Corral Hollow Elementary School Construction contract

ADJOURNMENT – MSA (Jackman/Carlson) 6:43 PM

Respectfully submitted,

James W. Bridges
Secretary to the Board

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