# Jefferson School District

Official Minutes of the Special Meeting
Of the Board of Trustees
May 7, 2019

Present: Pete Carlson, President; Debbie Wingo, Vice President; Dan Wells, Member; Brian Jackman, Member; Jim Bridges, Superintendent;

In attendance: Mindy Maxedon, CBO; Dena Whittington, CBO; Celli Coeville, Administrative Assistant

I. OPEN SESSION
- a. Call to Order at 6:00 PM
- b. Roll Call to Establish Quorum – Mr. Raya was absent
- c. Approval of Agenda
- d. Public Hearing

MSA (Jackman/Wells) approve the agenda

| Ayes - 5 | Nays -0 | Absent – 1 | Abstain – 0 |
|---|---|---|---|
| Carlson, Jackman | | Raya | |
| 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), 489129(c), 48918(c)

NEGOTIATIONS
- JTA Negotiations with Jefferson School District – District Negotiator: Superintendent

f. ADJOURN TO CLOSED SESSION

II. RETURN TO OPEN SESSION - 6:34 PM
Welcome and Closed Session Report

III. PUBLIC HEARING – No comments from the public

IV. BUSINESS AND FACILITIES

4.1 Project Bid Approval – Monticello Elementary School HVAC Replacement, Project No. JESD_Const_18_19_001

MSA (Wingo/Jackman) approve the Project Bid Approval – Monticello Elementary School HVAC Replacement, Project No. JESD_Const_8_19_001 awarded to Virginia Mechanical Heating and Air

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

4.2 Project Bid Approval – Tom Hawkins Elementary School Administration Modernization, Project No. JESD_Const_18_19_002 - Dr. Bridges noted that the bid documents from Haggerty contained a clerical error. Red Hawk Security was listed in the original bid documents received. According to the Public Contract Code, Haggerty is required to notify the District that they want Red Hawk Security removed from the bid list. The District is then required to notify Red Hawk Security that they are being removed from the bid list. Dr. Bridges sent communication via email and a certified letter to Red Hawk Security. If Red Hawk Security does not challenge the removal, the District can move forward.

MSA (Jackman/ Wells) approve the Project Bid Approval – Tom Hawkins School Administration Modernization, Project No. JESD_Const_18_19_002 awarded to Haggerty Construction.

| Ayes - 4 | Nays -0 | Absent – 1 | Abstain – 0 |
|---|---|---|---|
| Carlson, Jackman | | Raya | |

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Wells, Wingo

V. ADJOURNMENT – (Jackman/Wells) 6:41 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
May 14, 2019

Present: Pete Carlson, President; Debbie Wingo, Vice President; Phil Raya, Clerk; Dan Wells, Member; Brian Jackman, Member; Jim Bridges, Superintendent

In attendance: Mindy Maxedon, Chief Business Officer; Dena Whittington, Chief Business Officer; Nancie Castro, Director of Human Resources and Curriculum; Angelica Thomas, Director of Special Education; Sarah Steen, Curriculum Coordinator; Christina Orsi, Emily Stroup, Alyssa Wooten, Principals; Celli Coeville, Administrative Assistant

I. OPEN SESSION

a. Call to Order at 5: 42 PM
b. Roll Call to Establish Quorum – Mr. Carlson arrived late
c. Approval of Change to Agenda- no changes
d. Public Hearing

MSA (Wells/Jackman) approve the agenda

| Ayes - 4 | Nays -0 | Absent – 1 | Abstain – 0 |
|---|---|---|---|
| Jackman, Raya | | Carlson | |
| 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

f. ADJOURN TO CLOSED SESSION

II. RETURN TO OPEN SESSION – 6:30 PM

Welcome from Board President Pete Carlson, Closed Session reported out by Board Vice President Debbie Wingo
Pledge of Allegiance
Recognition of ASB Representatives

Superintendent's Report – Dr. Bridges recognized the outstanding students who represented their schools as ASB representatives this year and thanked them for presenting to the school board monthly. Dr. Bridges indicated how much we appreciate the student reports each month. Dr. Bridges provided Certificates of Appreciation to the ASB presidents from Jefferson School, Monticello School and Tom Hawkins School. The Anthony Traina School president was not in attendance. This past week was Staff Appreciation Week; Dr. Bridges thanked the Certificated and Classified staff and Administrators for all of their hard work this school year.

MSA (Jackman/Wells) - Approved new hire for certificated employee #'s 11850, 11851, 11852, 11853, 11854, and 11855, the transfer of employee #'s 11856, 11857, the resignation of employee #'s 11858, 11859, 11860, 11861, 11862 and the leave of absence of employee # 11863. Approved new hire for classified employee #'s 11864, 11865, resignation of employee #'s 11866, and 11867, and the leave of absence for employee # 11868. The leave of absence for classified employee # 11869 was not approved.

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

STUDENT HEARINGS:
Student No. 2018-10-01:

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Motion by Board Member Phil Raya and seconded by Board Member Brian Jackman. It is moved that the Board of Trustees reinstate Student No. 2018-10-01 to the Jefferson School District as of Thursday, May 30, 2019.

It is further moved that the Board conclude that:

1. That during the period of the expulsion Student 2018-10-01 completed the alternative education program at California Connections Academy.
2. That Pupil met the minimum requirements of the rehabilitation plan recommended by the District

Roll Call Vote:
Ayes: 4 - Mrs. Wingo, Mr. Wells, Mr. Jackman and Mr. Raya
Noes: 0
Abstain: 0
Absent: 1- Mr. Carlson

Student No. 2018-11-01:
Motion by Board Member Brian Jackman and Seconded by Board Member Dan Wells. It is moved that Student No. 2018-11-01 remain on the Rehabilitation Plan established in November 2018 for the 2019-2020 school year. The Rehabilitation Plan will be evaluated at the end of each trimester for the 2019-2020 school year.

It is further moved that the Board conclude that:

1. That Student 2018-11-01 did not meet the minimum requirements of the rehabilitation plan recommended by the District.

Roll Call Vote:
Ayes: 4 - Mrs. Wingo, Mr. Wells, Mr. Jackman and Mr. Raya
Noes: 0
Abstain: 0
Absent: 1- Mr. Carlson

Student No. 2018-11-02:
Motion by Board Member Brian Jackman and seconded by Board Member Dan Wells. It is moved that the Board of Trustees reinstate Student No. 2018-11-02 to the Jefferson School District as of Thursday, May 30, 2019.

It is further moved that the Board conclude that:

1. That during the period of the expulsion Student 2018-11-02 completed the alternative education program at Tom Hawkins Elementary School.
2. That Pupil met the minimum requirements of the rehabilitation plan recommended by the District.

Roll Call Vote:
Ayes: 5 - Mrs. Wingo, Mr. Wells, Mr. Jackman, Mr. Raya and Mr. Carlson
Noes: 0
Abstain: 0
Absent: 0

III. PUBLIC HEARING – No comments from the public.

IV. APPROVAL OF THE CONSENT AGENDA

4.1 Minutes – Regular Board Meeting April 9, 2019
4.2 Warrants – April 2019
4.3 Financials – April 2019
4.4 Surplus

MSA (Raya/Jackman) approve the consent agenda as presented
Ayes - 5 Nays -0 Absent – 0 Abstain – 0

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Carlson, Jackman
Raya, Wells, Wingo

V. EDUCATIONAL SERVICES

5.1 Student Body Reports –

Jefferson – Jefferson's ASB President thanked the Board for the opportunity to speak to them this year and commented on how much he has learned from his leadership role. He thanked Mrs. Wooten and his teachers for working with him and setting such high expectations. On May 10th CAASPP testing completed. The eighth grade exit interviews have begun and everyone is studying to do well on them. May 22nd is Honor's Night which is a special night for teachers to celebrate eighth grade students. Great America is on May 23rd and the Ice Cream Social will be held on May 24th. Graduation will be on May 29th the last day of school.

Monticello – Monticello's ASB President reported on the activities in April & May. On April 29th - May 10th the third and fourth grade students took the CAASPP test. The week of May 6th – May 10th was Staff Appreciation Week. During the week students decorated every teacher's door, parents brought in supplies to help restock teacher's classrooms, teachers and staff had free drinks from Jolts Coffee, and students dressed in their teacher's favorite colors. On May 15th & May 16th Monticello will have its Talent Shows. The ASB President thanked the board members for inviting her to the meetings. She thanked Mrs. Stroup as well for all of her support and hopes to be a part of the Jefferson ASB team in the future.

Traina – Traina School's ASB Public Relations Officer reported on the events at his school site. He apologized for the ASB President's absence and expressed his thanks to Board for their continuing support of Traina School's ASB. Students are prepping for the school's annual Water Rally. Eighth graders are currently having their exit interviews. Next week will be the Ice Cream Social where seventh graders congratulate the eighth grade class and eighth graders provide the seventh grade with an 'Eighth Grade Survival Guide'. The Great America trip is coming up and eighth graders are reflecting on what a wonderful year it has been.

Hawkins – Hawkins ASB President provided a recap of what is happening at her site. When students got back from Spring Break CAASPP testing began. This was followed by Teacher Appreciation Week. At a Unity Assembly, the Hawkins staff and student body showed their appreciation for crossing guard, Roy Wilson. In May, Mr. Tom Hawkins 92nd birthday was celebrated by Tom Hawkins School. Mr. Hawkins' family came and read a book to the Kindergarteners. This Friday the last ASB dance will be held and it has a Hawaiian theme. This week the eighth grade students will have their exit interviews, Honors Night and Ice Cream Social. Next week eighth graders will have graduation practice and a trip to Great America before school ends.

5.2 Local Control & Accountability Plan Update – Dr. Bridges spoke about the changes in the LCAP plan with a brief presentation that highlighted key changes. This is the last year of our three year LCAP plan. Most of the changes are to streamline the wording and make the LCAP easier to understand. Some of the highlighted changes include more aide time to TK teachers. We are now accurately capturing what is happening in Science classes. Changes were made to have more flexibility for the PLC process. Some of the wording has been changed to match current terms for essential standards. Item 1.9 in the LCAP shows that that we have done a lot for STEAM electives but we are still trying to address how to provide more STEAM for our primary groups. The District is now using Multi- Tier System of Supports (MTSS) and updated terminology to reflect MTSS. The District added two additional new goals in Area 2. Hawkins implemented Peaceful Playgrounds and it has been very positive. This teaches students the rules of the playground games. One of the biggest successes is conflict resolution by implementing "Walk, Talk or Rock", which will be rolled out district wide.

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5.3 Student Enrollment – Mrs. Coeville clarified that there is an error on the enrollment information. The documentation shows "May 2019 - 2,363" on the packet, the May 2018 enrollment was 2,363.

VI. PERSONNEL SERVICES

6.1 Declaration of Need for Fully Qualified Educators

MSA (Wingo/Raya) approve Declaration of Need for Fully Qualified Educators as presented

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

Carlson, Jackman

Raya, Wells, Wingo

VII. BUSINESS AND FACILTIES

7.1 April 2019 Budget Adjustments

MSA (Wingo/Jackman) approve the April 2019 Budget Adjustments as presented

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

Carlson, Jackman

Raya, Wells, Wingo

7.2 2019-2020 Student Meal Price Change

MSA (Raya/Wells) approve 2019-2020 Student Meal Price Change as presented

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

Carlson, Jackman

Raya, Wells, Wingo

7.3 2019-2020 Pre-May Revise Budget Assumptions – Mrs. Whittington presented the Pre-May Revise budget assumptions. The timing of our board meeting missed the Governor's May revise report. Proposition 98 growth in 2019-20 is 3.26 and the assumptions reflect that change. We are budgeting down 140 students and the District is trending down at 147 students. Although ADA is dropping we have a "hold harmless" as the District will be funded on P2 attendance this year. Mr. Jackman asked if the District should adjust the attendance rate in our reporting. Dr. Bridges noted that we are using 96.7% for our ADA for the reporting ratio. The assumptions indicate that we have reduced three teachers. The District is increasing TK/K aides to align with the LCAP. Mr. Jackman asked about the proposed buy down for STRS. Mrs. Whittington indicated that we are being advised not to budget down for the buy down currently. Dr. Bridges, Mrs. Castro, and Mrs. Whittington will attend the budget workshop on Monday.

MSA (Wingo/Raya) approve 2019-2020 Pre-May Revise Budget Assumptions as presented

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

Carlson, Jackman

Raya, Wells, Wingo

7.4 Williams Act Quarterly Reporting – nothing to report.

VIII. BOARD DISCUSSION AND REPORTS

8.1 March Board Policy Updates, Consider for Adoption:

8.1. a – BP/AR 1312.3, Uniform Complaint Procedures
8.1. b – AR/E 1312.4, Williams Uniform Complaint Procedures
8.1. c – AR 1340, Access to District Records
8.1. d – BP/AR 3100, Budget
8.1. e – BP/AR 3260, Fees and Charges
8.1. f – BP/AR 3515.4, Recovery for Property Loss or Damage
8.1. g – BP/AR 4030, Nondiscrimination in Employment
8.1. h – BP/AR 5117, Interdistrict Attendance
8.1. i – AR 5125.2, Withholding Grades, Diploma or Transcripts
8.1. j – BP 5127, Graduation Ceremonies and Activities
8.1. k – E 5145.6, Parental Notifications

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MSA (Wingo/Jackman) approve Board Policy and revisions 8.1a - 8.1k as presented
Ayes - 5 Nays -0 Absent – 0 Abstain – 0
Carlson, Jackman
Raya, Wells, Wingo

8.2 Items for Next Board Meeting - LCAP and Budget

ADJOURNMENT – MSA (Wells/Jackman) 7:05 PM

Respectfully submitted,

James W. Bridges
Secretary to the Board

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