

Jefferson School District
Official Minutes of a Special Meeting
Of the Board of Trustees
February 17, 2023

Present: Brian Jackman, President; Pete Carlson, Vice President; Debbie Wingo, Clerk; Todd Wetherell, Member; Jim Bridges, Superintendent

In attendance: Emily Stroup, Director of Human Resources; Celli Coeville, Director of Business Services; Bertha Ramon, Administrative Assistant

I. OPEN SESSION

- a. Call to Order at Noon
- b. Roll Call to Establish Quorum – Soyeb Palya not in attendance
- c. Approval of Agenda-
MSA (Carlson/ Wetherell)
Ayes – 4 Nays – 0 Absent – 1 Abstain – 0
Carlson, Wingo Palya
Wetherell, Jackman

II. PERSONNEL SERVICES

**2.1 Proposed New Job Description and Salary Schedule Placement for Education
Behavioral Analyst, Special Education**

MSA (Wingo/Carlson) approved the Proposed New job Description and Salary Schedule
Placement for Education Behavioral Analyst, Special Education
Ayes – 4 Nays – 0 Absent – 1 Abstain – 0
Wingo, Carlson Playa
Wetherell, Jackman

2.2 Proposed Updating the position of Behavior Specialist, Special Education

MSA (Carlson/Wingo) approved the Proposed Updated Position of Behavior Specialist, Special
Education
Ayes – 4 Nays – 0 Absent – 1 Abstain – 0
Wingo, Carlson Playa
Wetherell, Jackman

Dr. Bridges- Explained to the board that when the job was initially posted, it was supposed to be a certificated position. However, we found out that it does not require a certificated position. And it should have been a classified position, as most districts in the county have them as such. Due to this error, we could not pay the employee because she had been incorrectly classified, although she met all the requirements. Emily Stroup corrected this by making two job descriptions that we can pay either way, depending on the hire.

ADJOURNMENT – MSA (Wingo/Carlson) 12:07 PM

Respectfully submitted,

James W. Bridges
Secretary to the Board

4/12/2022 Minutes