Jefferson School District

Official Minutes of the Regular Meeting
Of the Board of Trustees
September 14, 2021

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

In attendance: Dena Whittington, Chief Business Officer; Emily Stroup, Director of Human Resources and Curriculum; Monica Emeldi, Director of Special Education; Sarah Steen, Curriculum Coordinator; Celli Coeville, Administrative Assistant

I. OPEN SESSION

a. Call to Order at 5:35 PM
b. Roll Call to Establish Quorum – all members were present
c. Approval of Agenda
d. Public Comment on Closed Session Items

MSA (Carlson/Jackman) – Approve the agenda as presented-
Ayes – 5 Nays – 0 Absent – 0 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), 48912, 48918

f. ADJOURN TO CLOSED SESSION

II. RETURN TO OPEN SESSION – 6:30 PM

Welcome from Board President Mr. Wells
Pledge of Allegiance
Superintendent's Report

In Closed Session-

MSA (Jackman/Carlson) - Approved personnel action for certificated employee #'s 12206, 12207, 12208, 12209; The Board also approved the personnel action for classified employee #'s 12210, 12211, 12212, 12213, 12214, 12215, 12216, 12217, 12218, and 12219
Ayes – 5 Nays – 0 Absent – 0 Abstain – 0
Carlson, Jackman,
Raya, Wells, Wingo

Superintendent's Report – Dr. Bridges reported that the District is going to change exposure notice protocol. The District will eliminate the general blanket COVID letter. Now the District will only notify students with positive COVID cases in their classrooms or if they had close contact. A COVID dashboard is up and running on the District website which will have up to date information regarding COVID cases by site. Dr. Bridges provided an update of COVID information. To date Monticello has had 12 cases, Jefferson has had 14 cases, Anthony Traina has had 5 cases and Tom Hawkins has had 23 cases. Last week Traina had 1 case, Jefferson had 3 cases, Hawkins had 4 cases and Monticello had 4 cases.

The District has 46 students on long term Independent Study through San Joaquin County Office of Education's program and 10 students currently on the waitlist.

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Despite salary adjustments and changes to the bus driver position made by the Board last month, Dr. Bridges noted that we have not received any applicants for the bus driver position. The District will continue to advertise for this position.

The District is back on track with PJHM and Otto Construction and looking to put the Corral Hollow Elementary School job out to bid in late October. The Districts hopes to start groundbreaking on January 2022 with a likely opening projected of August 2023.

Dr. Bridges responded to a question from the Board regarding how many students have been generated from the Tracy Hills and Ellis developments. The District has 250 students from Tracy Hills and 187 students from Ellis, respectively.

III. PUBLIC COMMENT – The Board received two yellow cards for public comment for items not on the agenda.

- Sufficient Textbooks and Instructional Materials – no public comments received
- Parent Keren McCaskill, had comments regarding an item not on the agenda. Ms. McCaskill expressed concerns some of the stories in some of the books that her student had last year, about wearing masks, COVID and Critical Race Theory.

Meeting was adjourned at 6:38 pm and reconvened at 6:43 pm.

- Parent Sandra. Jimenez had comments regarding an item not on the agenda. Mrs. Jimenez wished to address the Board regarding an incident during lunchtime at Anthony Traina School. She expressed concerns that her students are afraid to come to school. She was told that her students were unable to talk during lunch or unable to finish their food. Mrs. Jimenez had heard that the students were unable to use the restrooms. She was looking for clarification on what happened last Friday and was trying to get some answers especially after hearing her children say that they are afraid to go to school.

Mr. Wells thanked Mrs. Jimenez for her comments.

IV. APPROVAL OF THE CONSENT AGENDA

4.1 Minutes – Regular Board Meeting August 17, 2021
4.2 Warrants – August 2021
4.3 Financials – August 2021

MSA (Wingo/Raya) approve the consent agenda as presented.

Ayes – 5	Nays – 0	Absent – 0	Abstain – 0
Carlson, Jackman, Raya, Wells, Wingo			

V. EDUCATIONAL SERVICES

5.1 Student Enrollment – The District is still receiving new enrollment.

VI. PERSONNEL SERVICES

6.1 Authorization to Hire Short-Term Employees

MSA (Jackman/Carlson) approve the Authorization to Hire Short-Term Employees as presented

Ayes – 5	Nays – 0	Absent – 0	Abstain – 0
Carlson, Jackman, Raya, Wells, Wingo			

6.2 New Job Description, COVID Clerk- Dr. Bridges provided background information on this item. The California Department of Public Health gave the District a grant because we have been doing COVID testing. The grant is roughly $70,000 which is to be used for testing purposes. The District is looking to hire additional staff to assist with the testing process. The District is running up

to 500 tests each week. Once the State makes rapid testing available to the District, the rapid test process will be much more labor intensive. The District is looking to hire people to help with testing, getting students on Independent Study and contact tracing. The position would be considered District Staff.
MSA (Jackman/Raya) approve the New COVID Clerk Job Description as presented:
Ayes – 5 Nays – 0 Absent – 0 Abstain – 0
Carlson, Jackman,
Raya, Wells, Wingo

6.3 Proposed Temporary Increase to Salary Schedule for Substitute Teachers – Director of Human Resources, Emily Stroup, indicated that the District has quite a shortage of qualified substitutes for all of our sites. Our principals, instructional coaches, and teachers during their scheduled prep periods are all covering classes due to the shortage of substitute teachers. The hope is that with the proposed rate the District will be more competitive and obtain more substitutes and long term substitutes. The District is proposing a flat rate in this new model. In the past, neighboring districts and JSD all had a tiered rate. The new rates are proposed for this school year only.
MSA (Wingo/Raya) approve the Proposed Temporary Increase to Salary Schedule for Substitute Teachers as presented
Ayes – 5 Nays – 0 Absent – 0 Abstain – 0
Carlson, Jackman,
Raya, Wells, Wingo

VII. BUSINESS AND FACILTIES
7.1 August 2021, Fiscal Year 21-22 Budget Adjustments -
MSA (Wingo/Jackman) approve the August 2021, Fiscal Year 21-22 Budget Adjustments as presented
Ayes – 5 Nays – 0 Absent – 0 Abstain – 0
Carlson, Jackman,
Raya, Wells, Wingo

7.2 2020-2021 Unaudited Actuals- CBO, Dena Whittington, reported that the District just completed closing our books and the culmination of this information is what we send to the County Office of Education for review. Ms. Whittington showed the changes in the General Fund Revenue over the year. The District received an influx of COVID funds for items such as PPE's. At the end of the year the District received funding for in person learning and extended learning grants. There is a drop in unaudited actuals versus estimated actuals due to a change in accounting from State guidelines to Federal guidelines which used the deferred revenue approach. The District cannot recognize the revenue until we spend it. The proposed budget will show us the deferred revenue when First Interim is presented. The new COVID grant money can be spent through 2023-2024 depending on which grant we are looking at.

LCFF for 2020-2021 remains stable for the District. Ms. Whittington shared District expenditures. The ratio of where our money is spent between staff and supplies is very consistent, with the bulk of the expenditures falling under certificated and classified staff salaries and benefits. Grant funds for unspent supplies and services will carry over to the 2021-22 year.

Ms. Whittington listed District contributions of $3.0 million from the general fund which supported categorical programs such as GATE, student transportation, instructional materials, Art, Music and P.E. to name a few. The District takes the funds from the general fund to support the categorical programs that the District does not receive enough funds to support the programs. The LCFF requires the District to set aside funds for the Restricted Repair and Maintenance account which is required by the state. Although 3% is required, the District sets aside 3 ½% for deferred maintenance.

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Indirect Costs are allowed to recover administrative costs for running certain programs such as child nutrition, student support and LEP programs. In 2020-21 the District recovered $31,090. Student support is a Federal Grant to help students adjust to be in school which is for general education students.

Next steps, 90% of our audit for last year's books has been completed. We are making adjustments to our current year budget which will be reflected at First Interim. Mrs. Whittington is working with the sites and their budgets while monitoring enrollment and attendance as well.
MSA (Jackman/ Carlson) approve 2020-2021 Unaudited Actuals as presented
Ayes – 5 Nays – 0 Absent – 0 Abstain – 0
Carlson, Jackman,
Raya, Wells, Wingo

7.3 GANN Appropriations Limit, Resolution 2021-09-01
MSA (Carlson/Raya) approve the GANN Appropriations Limit, Resolution 2021-09-01 as presented
Ayes – 5 Nays – 0 Absent – 0 Abstain – 0
Carlson, Jackman,
Raya, Wells, Wingo

7.4 Sufficient Textbooks and Instructional Materials, Resolution 2021-09-02
MSA (Wingo/Raya) approved Resolution 2021-09-02, Sufficient Textbooks and Instructional Materials as presented
Ayes – 5 Nays – 0 Absent – 0 Abstain – 0
Carlson, Jackman,
Raya, Wells, Wingo

7.5 Consolidated Application for Funding (CARS) 2021-2022
MSA (Carlson/Jackman) approve the Consolidated Application for Funding (CARS) 2021-2022 as presented
Ayes – 5 Nays – 0 Absent – 0 Abstain – 0
Carlson, Jackman,
Raya, Wells, Wingo

7.6 Public Notification of Water Consumer Confidence Report
MSA (Jackman/Carlson) approve the Public Notification of Water Consumer Confidence Report as presented
Ayes – 5 Nays – 0 Absent – 0 Abstain – 0
Carlson, Jackman,
Raya, Wells, Wingo

VIII. BOARD DISCUSSION AND REPORTS

8.1 Policy Revision, AR 5121, Grades/Evaluation of Student Achievements, Consider for Adoption- this allows for a standard for the primary grade based on District's traditional grading standards being used.
MSA (Jackman/Raya) approved the Policy Revision, AR 5121, Grades/Evaluation of Student Achievements as presented
Ayes – 5 Nays – 0 Absent – 0 Abstain – 0
Carlson, Jackman,
Raya, Wells, Wingo

8.1 Items for the Next Board Meeting- Possible board policy updates, CAASPP information

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ADJOURNMENT – MSA (Jackman/Raya) 7:16 PM
Respectfully submitted,

James W. Bridges
Secretary to the Board

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