Jefferson School District

Official Minutes of the Regular Meeting
Of the Board of Trustees
September 8, 2020

(Due to COVID-19, this meeting was held virtually through a Zoom webinar)

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

In attendance virtually: 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, Ken Silman, Emily Stroup, Alyssa Wooten, Principals; Celli Coeville, Administrative Assistant

I. OPEN SESSION

a. Call to Order at 5: 38 PM
b. Roll Call to Establish Quorum – Mr. Jackman was absent
c. Approval of Agenda- No changes were made to the agenda
d. Public Hearing

MSA (Raya/Wells) – Approve the agenda as presented

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

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 – 6:31 PM

Welcome from Board President Mrs. Wingo
Pledge of Allegiance
Superintendent's Report – Dr. Bridges thanked the entire staff for their excellent work in the first couple of weeks of school in distance learning. On August 28, 2020 the county experienced sabotage to some of the fiber optic cabling serving us. Our staff was flexible, raced home and were able to teach from home.

Over the past few weeks, Dr. Bridges has been monitoring the State's new information on opening for Small Group Cohorts and TK-6 waivers. On September 4, 2020 the state provided an update on Small Group Cohorts for necessary in-person child supervision with limited instruction, targeted support services, and facilitation of distance learning in small group environments for specified sub groups of children and youth. The cohorts may include students receiving special education services, 504, E.L., foster youth, and homeless youth. Cohorts may be no larger than 16 students including both students and adults and the groups cannot mix with other cohorts.

In the coming weeks, it is expected that San Joaquin County will reach a point where districts may apply for a TK-6 waiver for students to return to in person instruction. At this time only one public school district in the county has applied for the waiver. All other districts are preparing their waivers and closely watching the guidance from SJCOE and SJCPHS to determine if this is safe to move forward with.

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The Tracy Hills development has reached two milestones. In August the District received the first mitigation payment for the first phase of Corral Hollow Elementary School. Also, by November 30, 2020 the District expects to take ownership of the school site.

In Closed Session-

MSA (Carlson/Wingo) - Approved the new hire of certificated employee 12065; The Board also approved the new hire of classified employees 12066, 12067, 12068 and 12069; and approved the leaves of absence for employees 12070, 12071, and 12072.
Roll call vote was as follows:

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

III. PUBLIC HEARING – There were no public comments to report.

- Sufficient Textbooks and Instructional Materials
- Conduct A First Public Hearing to Receive Public Comment Regarding the 2020-2021 Learning Continuity & Attendance Plan

IV. APPROVAL OF THE CONSENT AGENDA

4.1 Minutes – Regular Board Meeting August 18, 2020
4.2 Warrants – August 2020
4.3 Financials

Roll call vote was as follows:
MSA (Carlson/Raya) approve the consent agenda as presented
Roll call vote was as follows:

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

V. EDUCATIONAL SERVICES

5.1 Distance Learning Music Program Instruction Update – To follow up Mr. Wells' question last month about music instruction during distance learning, Dr. Bridges invited Principal Silman to speak about what's happening at Anthony Traina School and Principal Wooten to share what is happening with music at Jefferson and Tom Hawkins Schools.

Mr. Silman sat with Mr. Cooper and observed intermediate and advanced band classes. The students are utilizing reflection journals while practicing music pieces, and creating instructional videos. These students are starting a four step research project and using Smart Music as well. Mr. Cooper and Mr. Huber are also working with lower grades as well. Mrs. Wooten spoke with Mr. Dunsford who is mirroring what he is doing at both Tom Hawkins and Jefferson. Mr. Dunsford's main focus at the beginning of the year is to create good sound and this is being accomplished in both small and large group instruction. He has chosen three pieces of music with a goal of having the pieces ready for the students to perform in a virtual concert. All sites are impressed with how well the Music Departments have adapted.

5.2 California Blueprint for a Safer Economy (New Reopening Guidance Update) – Dr. Bridges reported that the state has changed priorities for letting schools and businesses reopen. The state government has done away with the county monitoring list that we have been referring to over the past few months. Dr. Bridges described the new four tier system of reopening. The tier levels are now reassessed and reported on a weekly basis, every Tuesday, rather than daily. Dr. Bridges explained the timelines required to move from one tier to the next in the new system.

With the new system, schools may reopen once the county is off of Tier 1 for 14 days. In order to apply for a TK-6 waiver, the District would have to have less than 98 new cases per day for 7

DRAFT

consecutive days. Our county is getting closer to this number but we have not yet reached it. Schools in our county are working on completing their waivers to have them ready to submit.

Dr. Bridges shared a chart that showed possible scenarios that District would need to meet to move to hybrid instruction. If the county slips back to Tier 1 at any point, we would have to re-start the clock again. Dr. Bridges wants to make sure that the public is aware of and that it is clear that at the absolute earliest we open would be October. With a TK-6 grade waiver, there is no chance that this will happen prior to October 6. Dr. Bridges has committed that he will provide two-week's notice to staff and family prior to opening.

5.3 JSD Guide for the Safe Reopening of Schools 2020/21- Dr. Bridges noted that the guide will be presented to the Board again, as one requirement for the Tk-6 grade waiver is the ability to test staff members based on a state requirement. The county is struggling to figure out how we will be able to meet this mandate. Once we get answers, the District will revise the plan and bring it back again. The Board would prefer to see the plan although it doesn't have to be an action item every time.
MSA (Wells/Carlson) approve the JSD Guide for the Safe Reopening of Schools 2020/21 as presented
Roll call vote was as follows:

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

5.4 Student Enrollment – Enrollment is slowly increasing.

VI. PERSONNEL SERVICES

6.1 Authorization to Hire Short-Term Employees – Short-term employees are hired to be one-on-one with one student. By classifying them as short-term, the district has flexibility if the student leaves or no longer requires services.
MSA (Carlson/Raya) approve the Authorization to Hire Short-Term Employees as presented
Roll call vote was as follows:

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

6.2 Resolution 2020-09-03, Assignment Outside of Credential Classification, C. Amato
MSA (Wells/Carlson) approve Resolution 2020-09-03, Assignment Outside of Credential Classification, C. Amato as presented
Roll call vote was as follows:

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

6.3 Speech Language-Pathology Affiliation Agreement, University of the Pacific
MSA (Wells/Raya) approve the Speech Language-Pathology Affiliation Agreement, University of the Pacific as presented
Roll call vote was as follows:

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

VII. BUSINESS AND FACILTIES

7.1 August 2020 Budget Adjustments -
MSA (Carlson/Wells) approve the August 2020 Budget Adjustments as presented
Roll call vote was as follows:

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

7.2 2019-2020 Unaudited Actuals – CBO Dena Whittington presented information regarding the 2019-20 Unaudited Actuals. We have completed closing the books for our 2019-20 school year, these are the District's unaudited actuals. Mrs. Whittington shared revenue fluctuations over the 2019-20 fiscal year. The Federal revenues had an increase at the end of the year due to some of the COVID funding we received. There were lots of recalculations of the LCFF. In 2019-20 the District received a total $190K between both the federal and state in COVID funds.

District expenditures remained consistent as salary and benefits were the majority of expenses. The District had an increase at 2nd interim as we had additional funding come in. As schools closed, the District had a spending freeze to protect our reserves, and spending dropped off toward the end of the year. We were able to reclass some salary and benefits from unrestricted to categoricals. We have unspent restricted funds being carried into the 2020-21 school year in areas such as training. Those funds will be available in the current school year.

In categoricals the District makes contributions from unrestricted funds. If the program is self-supporting we can take indirect costs, which allows us to cover the overhead costs in running these programs. A list of the programs that the District needed to support, as well as the self-supporting programs were shared. Mrs. Whittington shared carryover balances for both restricted and unrestricted funds. Unrestricted funds can be assigned locally. Once we get certified at the county level that we are officially closed, we will book the carryover amounts to the site and district budgets for the current year. The audit is being worked on remotely due to the pandemic and it is about 98% complete. The 2020-21 budget is being updated as we continually get new federal and state information. Once the carryover is booked, Mrs. Whittington will be working with departments and sites on their budget availability.
MSA (Carlson/Wells) approve the 2019-2020 Unaudited Actuals as presented
Roll call vote was as follows:

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

7.3 GANN Appropriations Limit, Resolution 2020-09-01-
MSA (Wells/Raya) approve Resolution 2020-09-01, GANN Appropriations Limit as presented
Roll call vote was as follows:

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

7.4 Sufficient Textbooks and Instructional Materials, Resolution 2020-09-02
MSA (Carlson/Raya) approve Resolution 2020-09- 02 Sufficient Textbooks and Instructional Materials, as presented
Roll call vote was as follows:

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

7.5 Attorney-Client Fee Contract Between Jefferson S.D. and Walkup, Melodia, Kelly and Schoenberger Related to JUUL – Last year we met with the attorneys regarding a class action lawsuit with San Joaquin County and JUUL. This shows the fee contract there is no fee for the District, it's an agreement that the District needs to have to show what our respective responsibilities are. This action against JUUL is for San Joaquin County and is separate from L.A. County's lawsuit.

DRAFT

MSA (Raya/Carlson) approve the Attorney-Client Fee Contract Between Jefferson S.D. and Walkup, Melodia, Kelly and Schoenberger Related to JUUL as presented
Roll call vote was as follows:

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

7.6 Public Notification of Water Consumer Confidence Report
MSA (Carlson/Wells) approve the Public Notification of Water Consumer Confidence Report as presented
Roll call vote was as follows:

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

VIII. BOARD DISCUSSION AND REPORTS

8.1 Process for Determining School Mascots and Color Selection for New School Sites – Last month, we discussed bringing four different mascot options per school to choose from. Dr. Bridges wanted to move forward with naming Corral Hollow Elementary School's mascot and colors first. the voting would begin with staff, students, Tracy Hills community parents and students would choose the finalist.

The process for selecting color schemes and logos was presented. This process would be slightly different as 50% of the vote would be from Tracy Hills/Ellis depending on which school is being discussed, 20% from current students, 15% from Tracy Hills/Ellis community and 15% would be from the JSD staff. The Board approved of all four choices for potential mascots are coyotes, hawks, rams, and colts.

8.2 Policy Revision, AR 4030, Nondiscrimination in Employment, Consider for Adoption
MSA (Raya/Wells) approve the Revised AR 4030, Nondiscrimination in Employment, as presented
Roll call vote was as follows:

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

8.3 Policy Revisions, BP/AR 4119.11/4219.11/4319.11, Sexual Harassment, Consider for Adoption- the Board moved to approve revisions/additions to sexual harassment policies as a group.
MSA (Carlson/Raya) approve the Revised BP/AR 4119.11/4219.11/4319.11, Sexual Harassment, as presented
Roll call vote was as follows:

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

8.4 New Administrative Regulation, AR 4119.12/4219.12/4319.12, Title IX Sexual Harassment Complaint Procedures, Consider for Adoption
MSA (Carlson/Raya) approve New Administrative Regulation, AR 4119.12/4219.12/4319.12, Title IX Harassment Complaint Procedures as presented
Roll call vote was as follows:

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

8.5 Policy Revision, AR 5145.3, Nondiscrimination/Harassment, Consider for Adoption
MSA (Carlson/Raya) approve the Revised AR 5145.3, Nondiscrimination/Harassment, as presented

DRAFT

Roll call vote was as follows:

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

8.6 Policy Revisions, BP/AR 5145.7, Sexual Harassment, Consider for Adoption
MSA (Carlson/Raya) approved the Revised BP/AR 5145.7, Sexual Harassment, as presented
Roll call vote was as follows:

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

8.7 New Administrative Regulation, AR 5145.71, Title IX Sexual Harassment Complaint Procedures, Consider for Adoption
MSA (Carlson/Raya) approved the Revised BP/AR 5145.71, Title IX Sexual Harassment Complaint Procedures, as presented
Roll call vote was as follows:

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

8.8 Discussion of Scheduling a Special Board Meeting on December 8, 2020, Regarding the Learning Continuity & Attendance Plan – the State has decided that the District must hold two board meetings in December regarding our budget and how it is tied to the Learning Continuity Plan. This requires adding a Special Board Meeting on December 8, 2020.

8.9 Items for Next Board Meeting – we have a Special Board meeting Tuesday, Sept. 15, 2020 Special Board meeting regarding the Learning Continuity Plan. We have a required notice for E-Rate as well.

ADJOURNMENT – MSA (Wells/Carlson) 7: 38 PM

Respectfully submitted,

James W. Bridges
Secretary to the Board

DRAFT

Jefferson School District

Official Minutes of the Special Board Meeting
Of the Board of Trustees
September 15, 2020

(Due to COVID-19, this meeting was held virtually through a Zoom webinar)

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

In attendance virtually: Dena Whittington, Chief Business Officer; Sarah Steen, Curriculum Coordinator; Christina Orsi, Principal; Celli Coeville, Administrative Assistant

I. OPEN SESSION

a. Call to Order at 6:32 PM

b. Roll Call to Establish Quorum – Mr. Raya was absent

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

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

Roll Call Vote as follows:

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

d. Pledge of Allegiance

II. PUBLIC HEARING – There were no public comments to report.

- Conduct A Second Public Hearing to Receive Public Comment Regarding the 2020-2021 Learning Continuity & Attendance Plan
- Children's Internet Protection Act (CIPA) – Internet Safety Policy

III. BUSINESS AND FACILTIES

3.1 2020-2021 Learning Continuity & Attendance Plan -

MSA (Jackman/Carlson) approve the 2020-2021 Learning Continuity & Attendance Plan as presented

Roll call vote was as follows:

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

3.2 Agreement for Consulting Services, Eastshore Consulting, LLC – Dr. Bridges updated the Board regarding the consulting firm that the District has used for many years. The level of service that we are receiving has changed. Eastshore Consulting will provide services with the District's mitigation agreements, as well as helping to negotiate with developers. Eastshore will work in conjunction with our attorneys to write revisions and make amendments for the District's mitigation agreements.

MSA (Carlson/Wells) approve the Agreement for Consulting Services, Eastshore Consulting, LLC as presented

Roll call vote was as follows:

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

3.3 Children's Internet Protection Act (CIPA) – Internet Safety- This item is a requirement of E-Rate. The District needs to inform the Board and the community that we are meeting Children's

DRAFT

Internet Protection Act (CIPA) requirements of providing students basic level of internet safety education and providing internet filtering which is provided by the San Joaquin County Office of Education.

IV. ADJOURNMENT – MSA (Jackman/Carlson) 6:41PM

Respectfully submitted,

James W. Bridges
Secretary to the Board

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