

**Jamestown School District**  
**Board of Trustees • Regular Meeting Minutes**  
**13444 Red Hills Road • Chinese Camp • CA • 95309**  
Wednesday, September 13, 2017  
6:00 pm

**Regarding Public Comment:**

At regular Board meetings, members of the audience are welcome to address the Board on items not listed on this agenda when “Public Comment” is announced by the chair. Trustees may ask questions but the Board cannot take action. Members of the audience will also be provided with the opportunity to comment during the Board’s consideration of each agenda item.

Individual speakers will be allowed three minutes to address the Board, and the Board shall limit the total time for public input on each agenda item to 20 minutes. In order that proper attention may be given to each item on the agenda, the chair may on occasion find it necessary to limit time allotted for comment. These proceedings may be recorded.

**1.0 OPEN SESSION**

- 1.1 Establish Quorum
- 1.2 Pledge of Allegiance

**2.0 PUBLIC COMMENT:**

Linda Cazares on behalf of Jamestown Teachers Association (JTA), stated that JTA appreciates the administration and Board and invited the Board into their classrooms.

**3.0 CONSENT AGENDA**

- 3.1 Ratify general, cafeteria and payroll warrants for the period ending August 31, 2017.
- 3.2 Approve the Minutes of the August 9, 2017 Regular Board Meeting.
- 3.3 Approve Incoming Interdistrict Transfer Requests for the 17/18 School Year as shown on List G.
- 3.4 Approve the Memorandum of Understanding with Tuolumne County Superintendent of Schools for the Smile Keepers Program for students and families of Jamestown School District.
- 3.5 Approve the exemption for Current Expense Actuals for school year 2016-2017.
- 3.6 Approve the 17/18 Jamestown School District Coaches list.
- 3.7 Approve Amendment #1 to the Agreement with Tuolumne County Behavioral Health for mental health services for June 30, 2017 through June 30, 2019.
- 3.8 Approve the revision of the job description for School Site Therapist/Counselor.
- 3.9 Approve Request for Interfund Transfer of \$20,000.00 from General Fund to Cafeteria Fund.
- 3.10 Approve the change in hours for the classified position of Jim Kasper: reduce Lead Grounds Keeper position from 6.5 hours per day to 6.25 hours per day; increase Bus Driver position from 1.5 hours per day to 1.75 hours per day based on the school day calendar.

**Board Action:** A motion was made by Trustee Wilson and seconded by Trustee Simnitt to approve the Consent Agenda as presented.

**Vote:** Trustee Stone-Carlson-Yes, Trustee Marquette Wilson-Yes, Trustee Wilson- Yes, Trustee Simnitt- Yes, Trustee Rown- Yes.

**Approve:** 5/0

**4.0 REPORTS**

**Trustee Items:**

Trustee Simnitt stated that he has a friend that owns the Mother Lode Ranch and would be open to taking the students for a ride in the horse-drawn buggies.

Trustee Stone-Carlson stated that the Texas Hold Em fundraiser held on September 9, 2017 at Railtown 1897 was a success for the Jamestown Family Resource Center. Jamestown Elementary School teacher, Greg Haney, came in 3rd for the poker tournament. This was the first event and she hopes that it will become a 'signature' annual fundraiser.

Trustee Wilson also stated the Texas Hold Em was a great event.

### **Superintendent's Report:**

- Positive Financial Update: After School Program/Increased Enrollment
- Attendance Focus
  1. Decrease chronic absenteeism of 17%.
  2. Mark Dyken, Director of Jamestown Family Resource Center, is writing an editorial for the Union Democrat newspaper on attendance and is visiting all the Head Starts Preschools to emphasize the importance of school attendance.
  3. Established an Under 5 Challenge for students and families to commit to keeping absences below five for the school year.
- Prop 39 Funding Progress Update – Completed projects with approximately \$40,000 left over. The district will file an amendment to expend those monies, and will direct it towards updating the interior lights in classrooms.
- Board Workshops at Tuolumne County Superintendent Of Schools – online registration
- Fundraising:
  1. Texas Hold Em Event Update – Approximately \$3,699.00 net proceeds.
  2. Truck raffle proceeds update. Requested Board suggestions on expending monies: Trustee Marquette Wilson recommended the fencing project; Trustee Wilson recommended to use the money on items that are permanent; Trustee Stone-Carlson recommended that the District also look at Chinese Camp for items they may need. Linda Cazares commented on the CCSA sign project, and the money would be well spent on that.

### **Principal's Report:**

- Attendance Update, as of 9/12/17 total enrollment was 335.
- Class size, several classes are at the maximum for 'Class Size Reduction'.
- Back To School Night at Chinese Camp Science Academy held on September 7, 2017 and was well attended.
- Back To School Night at Jamestown Elementary School will be held tomorrow, September 14, 2017 at 6 pm.
- Update on Professional Development Plan for 2017-2018. The finalized plan will be brought to the Board in October.

\*Trustee Stone-Carlson made a motion to pull Action/Discussion Item 5.5 Board Policies and Administrative Regulations-Minor Review from the agenda to be reviewed at a later time.

**Board Action:** A motion was made by Trustee Marquette Wilson and seconded by Trustee Rown to pull Action/Discussion item 5.5 Board Policies and Administrative Regulations-Minor Review from the agenda.

**Vote:** Trustee Stone-Carlson-Yes, Trustee Marquette Wilson-Yes, Trustee Wilson- Yes, Trustee Simnitt- Yes, Trustee Rown- Yes.

**Approve:** 5/0

## **5.0 DISCUSSION/ACTION**

### **5.1 Unaudited Actual Financial Statement**

The Board will consider certifying the Unaudited Actual Financial Reports for the fiscal year 2016-2017.

**Overview:** The Board will hear a presentation from the Director of Business Services and consider authorizing the Superintendent to certify the District's Unaudited Actual Financial Statement for the year ending June 30, 2017 in accordance with Education Code Section 42100.

- Ms. Butler, Director of Business Services, gave a detailed overview on the status of the Unaudited Actual Financial for the 2016-2017.

**Public Comment:** None

**Superintendent's Recommendation:** Superintendent Pelfrey recommended the Board authorize Superintendent Pelfrey to certify the District's Unaudited Actual Financial Statement for the year ending June 30, 2017.

**Board Action:** A motion was made by Trustee Stone-Carlson and seconded by Trustee Simnitt to authorize the Superintendent to certify the Unaudited Actual Financial Statement for the year ending June 30, 2017.

**Vote:** Trustee Stone-Carlson-Yes, Trustee Marquette Wilson-Yes, Trustee Wilson- Yes, Trustee Simnitt- Yes, Trustee Rown- Yes.

**Approve:** 5/0

### **5.2 Resolution 01-17-18 Establish a Gann Limit**

The Board will take action to establish a revised Gann Limit for the 2016-2017 fiscal year and a projected Gann Limit for the 2017-2018 fiscal year as required of school districts by Article XIII-B of the California Constitution.

**Overview:** The Gann Limit is a technical calculation that must be completed each year.

**Public Comment:** None

**Superintendent's Recommendation:** Superintendent Pelfrey recommended the Board adopt Resolution# 01-17-18 to establish a revised Gann Limit for the 2016-2017 fiscal year and a projected Gann Limit for the 2017-2018 fiscal year.

**Board Action:** A motion was made by Trustee Wilson and seconded by Trustee Rown to adopt Resolution # 01-17-18 to establish a revised Gann Limit for the 2016-2017 fiscal year and a projected Gann Limit for the 2017-2018 fiscal year.

**Vote:** Trustee Stone-Carlson-Yes, Trustee Marquette Wilson-Yes, Trustee Wilson- Yes, Trustee Simnitt- Yes, Trustee Rown- Yes.

**Approve:** 5/0

### **5.3 Resolution 03-17-18 Attendance Awareness Month**

The Board will consider adopting Resolution 03-17-18 regarding the importance of attendance for student achievement

**Overview:** This Superintendent's proclamation is a call to action that missing school matters. Jamestown School District wants to send a clear message that student attendance is important.

**Public Comment:** None

**Superintendent's Recommendation:** Superintendent Pelfrey recommended the Board adopt Resolution #03-17-18 and declare September as Attendance Awareness Month.

**Board Action:** A motion was made by Trustee Wilson and seconded by Trustee Marquette Wilson to adopt Resolution# 03-17-18 and declare September as Attendance Awareness Month.

**Vote:** Trustee Stone-Carlson-Yes, Trustee Marquette Wilson-Yes, Trustee Wilson- Yes, Trustee Simnitt- Yes, Trustee Rown- Yes.

**Approve:** 5/0

#### **5.4 Declaration of Need**

The Board will consider approving a Declaration of Need to allow a qualified teacher to be employed while completing requirements for a Cross-cultural Language and Academic Development (CLAD) certification.

**Overview:** One of the district's teachers has not met CLAD requirements yet due to an out of state credential. Approving the Declaration of Need would allow her to obtain an emergency permit and provide the teacher the opportunity to take the appropriate coursework to gain proper authorization within one year.

**Public Comment:** None

**Superintendent's Recommendation:** Superintendent Pelfrey recommended the Board approve the State of California Commission on Teachers Credentialing application for an emergency permit for Alise Andrews, music teacher.

**Board Action:** A motion was made by Trustee Marquette Wilson and seconded by Trustee Rown to approve the Declaration of Need for Alise Andrews.

**Vote:** Trustee Stone-Carlson-Yes, Trustee Marquette Wilson-Yes, Trustee Wilson- Yes, Trustee Simnitt- Yes, Trustee Rown- Yes.

**Approve:** 5/0

#### **~~\*5.5 Board Policies and Administrative Regulations Minor Revision~~**

~~The Board will do a first reading and consider adopting a first reading of the following Board Policies and Administrative Regulations: BP 1312.3 Uniform Complaint Procedures; AR 1312.3 Uniform Complaint Procedures;~~

~~**Overview:** These revisions/updates are specific to the Federal Monitoring Review that Jamestown School District underwent in May. Those updated policies were Board approved in June. However, the District was required to have the Board approval when students were in session. New laws and revisions were recently made for 2017 and are included in this policy revision.~~

~~**Public Comment:**~~

~~**Superintendent's Recommendation:** Superintendent Pelfrey recommended the Board approve the minor revisions of Administrative Regulations and Board policies listed above on the first reading.~~

~~**Board Action:** A motion was made by \_\_\_ and seconded by Trustee \_\_\_ to approve Board Policies and Administrative Regulations as listed above.~~

~~**Vote:** Trustee Stone-Carlson \_\_\_, Trustee Marquette Wilson \_\_\_, Trustee Wilson \_\_\_, Trustee Simnitt \_\_\_, Trustee Rown \_\_\_.~~

~~**Approve:**~~

#### **5.6 Establish an After School Position**

The Board will consider adopting Resolution #04-17-18 regarding the creation of an additional After School Program Assistant position.

**Overview:** There is increased enrollment primarily in grades TK-2<sup>nd</sup> grade which requires additional supervision and support. This position will be funded by the increase in the Afterschool Education and Safety program (ASES) monies.

**Public Comment:** Trustee Rown asked about how the After School Program will look for next year as there have been concerns about not serving 3rd-5th grades this year, and the short notice of the grade level change. Superintendent Pelfrey explained that there was a significant increase of transitional kindergarten through 2<sup>nd</sup> grade students this year. The District will continue to ‘brainstorm’ ways to continue to support our families in regard to the after school programs. Trustee Stone-Carlson recommended that informing and surveying parents now about interest in the possibility of a ‘pay for use’ after-school care program may be helpful in making decisions for next school year.

**Superintendent’s Recommendation** The Superintendent’s recommended the Board adopt Resolution #04-17-18.

**Board Action:** A motion was made by Trustee Marquette Wilson and seconded by Trustee Stone-Carlson to adopt Resolution #04-17-18.

**Vote:** Trustee Stone-Carlson-Yes, Trustee Marquette Wilson-Yes, Trustee Wilson- Yes, Trustee Simnitt- Yes, Trustee Rown- Yes.

**Approve:** 5/0

## 6.0 WRITTEN REPORTS AND CORRESPONDENCE

- Enrollment Update - 8/30/2017

## 7.0 CLOSED SESSION

7.1 The Superintendent met with the Board in Closed Session as the District’s representative in negotiations. (G.C. §54957.6)

## 8.0 OPEN SESSION

8.1 The Board reconvened in Open Session at 7:33 pm

**Action:** No Action Taken

## 9.0 ADJOURNMENT

A motion was made by Trustee Wilson and seconded by Trustee Simnitt to adjourn the meeting at 7:34 pm.

**Vote:** Trustee Stone-Carlson-Yes, Trustee Marquette Wilson-Yes, Trustee Wilson- Yes, Trustee Simnitt- Yes, Trustee Rown- Yes.

**Approve:** 5/0

### *Disability Related Accommodations*

*Any individual who requires disability related accommodations or modifications in order to participate in board meetings should contact the Superintendent in writing in advance of the scheduled Board meeting.*

Minutes Approved By:

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Kim Rown, Board Clerk

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Date