

Jamestown School District
Board of Trustees • Regular Meeting Minutes
13444 Red Hills Road • Chinese Camp • CA • 95309
Wednesday, September 12, 2018
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.

~~Note: Trustee Stone-Carlson will participate in the Board meeting via teleconference from 3707 Moana Way, Santa Cruz, Ca 95062, Phone Number: (831) 475-1191. This residence shall be considered a meeting place on this date and prescribed time and is open to the public and any member of the public has an opportunity to address the School Board from a teleconference location in the same manner as if that person attended the regular meeting location per Government Code § 54953(b).~~

Trustee Stone-Carlson was present at the Board meeting.

1.0 OPEN SESSION

- 1.1 Establish Quorum – Absent Trustee Marquette Wilson
- 1.2 Pledge of Allegiance

2.0 PUBLIC COMMENT

Mrs. Cazares, on behalf of Jamestown Teachers Association (JTA), reported their summer accomplishments for the members including planning for improvements for the 18/19 upcoming events. The JTA were represented well in summer activities and conferences such as spending time with subject area training with their peers, cleaning rooms, helping new teachers, sitting in on interviews, soliciting grants for field trips and preparing for Family Fun Nights. Ms. Betz and Mrs. Cazares also solicited donations for campus improvements at Chinese Camp Science Academy. The Chinese Camp sign is completed and will be erected soon.

Ms. Betz spoke about the importance of the TOPS programs at Chinese Camp Science Academy. Brian Galvin is an engineer and gives great in-class presentations every week and spends time with the teacher mapping out curriculum. He has ‘hands on’ activities for the children and relates well with the students. Ms. Betz gave thanks to Gary Wilson and the Jamestown Promotion Club and Microtronics for donations towards their Avalon Elder Care field trips. It establishes a great connection with the elders and students, and is an important community service.

Eliosa Gallegos reported while on campus she has seen the new playground equipment and more staffing which added to a positive beginning year. She reported seeing the principal as a active part of campus. Prize incentives for campus clean-up is a positive mark for ownership of their campus. Ms. Gallegos suggested that the math scores might be addressed if extra math sheets from the teachers were available for the After-School Program. Ms. Betz recommended that the older students use the Chrome Books for ‘Get More Math’ so that progress tracking is available.

Mr. Haney stated his concerns with the First Aid/CPR fees and who is responsible for paying for them. He stated, for the past 20 years, he has been going to CPR training.

While at the September Coaches First Aid/CPR training at TCSOS, it was stated by the trainer that the Jamestown employees were to pay for their own training. He was informed by JSD administration of a memo from last year, which stated that First Aid/CPR training would no longer be paid by the District. Mr. Haney also stated, that another memo was sent today to staff informing them that a First Aid/CPR class would be available next Wednesday. He stated that it did not mention anything about the cost. Upon further research, Mr. Haney stated that certificated teachers are only required to get certified for the credentialing process and if our Board policy states certification is required, the school should pay for it.

Superintendent Pelfrey responded to Mr. Haney's public comment and stated that the job description for Teacher was updated February 2018 which states First Aid/CPR is a condition of employment. Two years ago, as a part of the fiscal recovery plan, it stated that future certification would be paid by the employee. Superintendent Pelfrey sought JPA guidance for this requirement and was initially told that an 'in person, hands on' training is necessary. It is the Superintendents' responsibility to follow board policy and JPA 's recommendation as well as following the fiscal recovery plan. However, there is agreement that there must be clearer procedures and policies and would like to address this in the future with the Board in Board Policy. Superintendent Pelfrey also stated that upon further inquiry, hands-on training is intended for coaches not teachers. Currently, teachers are not responsible for continued first aid/CPR certifications. It is only required when one is becoming credentialed. Only bus drivers and coaches are required in order to have proper position certifications. Other districts have asked for certain teachers to become certified based upon the schools needs and their Board's policy. Superintendent Pelfrey's recommendation for future discussion is that all should be certified on campus as a matter of liability and that if required, should be paid by the District.

3.0 APPROVED AGENDA AS PRESENTED

Superintendent's Recommendation: Items can be added or deleted according to Government Code 54954.2. Superintendent Pelfrey requested to add Action/Discussion Item 6.7 Request to Approve Certificated Job Share position.

Board Action: A motion was made by Trustee Rown and seconded by Trustee Stone-Carlson to approve the agenda with the addition of Item 6.7.

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

Approve: 4/0

4.0 CONSENT AGENDA

4.1 Ratify general, cafeteria and payroll warrants for the period ending August 31, 2018.

4.2 Approve the Minutes of the August 8, 2018 Regular Board Meeting.

4.3 Approve the Minutes of the August 13, 2018 Special Board Meeting.

4.4 Approve Incoming Interdistrict Transfer Requests for the 18/19 School Year as shown on List F-18-19

4.5 Approve the Memorandum of Understanding with Tuolumne County Superintendent of Schools for the Smile Keepers Program for students and families of Jamestown School District.

- 4.6 Approve the exemption for Current Expense Actuals (CEA) for school year 2017-2018.
- 4.7 Approve the addition of Joan Perry, Principal, as signatory on Jamestown School District bank accounts at Oak Valley Community Bank.
- 4.8 Approve the addition of Deb Barnum, Café Manager as signatory on Jamestown School District Café bank accounts at Oak Valley Community Bank.
- 4.9 Approve the 18/19 Jamestown School District Coaches list.
- 4.10 Approve Request for Interfund Transfer of \$20,000.00 from General Fund to Cafeteria Fund.
- 4.11 Approve the employment of Jane Applebee as a certificated Teacher at column 3, step 8 of the certificated salary schedule, effective August 20, 2018.
- 4.12 Approve the employment of Melissa Hughes as certificated Teacher at column 3, step 3 of the certificated salary schedule, effective August 20, 2018.
- 4.13 Approve the employment of Chris Marin as Utility at range B, step 4 of the classified salary schedule, effective September 5, 2018.
- 4.14 Approve the increase of a 5.0 hour per day Classified Paraprofessional position to a 6.5 hour per day position due to increased special education classroom needs.
- 4.15 Approve the voluntary reassignment/transfer of Classified employee, Dianne Dahlstrom, After School Program Assistant, 4.0 hrs./day to the unfilled position of 4.75 hrs./day effective August 23, 2018.
- 4.16 Accept the resignation of Debra Paz, After School Program Assistant and Paraprofessional, effective September 1, 2018.
- 4.17 Accept the resignation of Laci Phillips, Paraprofessional, effective August 6, 2018.
- 4.18 Accept the resignation of Christi Hammerbeck, Yard Duty, effective August 7, 2018.
- 4.19 Accept the resignation of Jackie Mills, Library Clerk, effective August 22, 2018.

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

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

Approve: 4/0

5.0 REPORTS

Trustee Items:

Trustee Simnitt: None

Trustee Rown: *Back To School Night* did not have normal attendance in comparison to having the event after school begins. She recommended more information be distributed in advance. Trustee Rown also asked about how the *Family Fun Night* notification was passed out. Ms. Cazares stated there was a sign-up sheet at *Arena Registration*. Trustee Rown was unable to attend *Arena Registration*. Trustee Rown commented about how excited her child was about attending the *Mad About Science* summer program.

Trustee Wilson: None

Trustee Stone-Carlson: Positive comments about *Back to School Night*. JFRC-Texas *Hold'Em* poker night was well attended and thanked all that attended. Maybe a week or two later would facilitate better/cooler weather and would be discussed with the committee.

Superintendent's Report:

- Title IV Flexible Block Grant. We have applied as a consortium with the County School Office. This is a grant program known as Student Support and Academic Enrichment Grants which authorizes activities in a well-rounded education, supporting safe and healthy students, and supporting the use of technology. This ties directly to our LCAP goals and our initiative toward becoming a trauma informed school. I will keep you posted on its progress.
- Prop 39: We are beginning the process to go out to bid for the lighting project. Funds must be spent by July of 2019, so it is important for us to move now on securing a bid and scheduling the project for summer.
- Superintendent/ District Goals Workshop to be scheduled soon. Available dates of Sept 19 or the 26th or October 3. The Board decided on September 19, 2018 at 6:00 pm
- Freezer: Is up and running. Phase two is to research and discuss plans for enclosing it and providing storage as well as a small student store. This is more of a process which requires further discussion with the architect for estimates and DSA approval consideration. I will bring more information as it comes.
- Trees: As part of safety precautions we do have several dead trees that need removal as well as a few that require a professional to look at them for recommendations. I would like to move forward with this before the winter months.
- Texas Hold'Em: The event was enjoyable and there was a decent turnout with 24 paid players and 30 additional dinner tickets. The evening itself estimated a gross profit of \$4,000 toward the Jamestown Family Resource Center. This does not include outside donations, nor expenses incurred. A final total will be calculated and reported at our next meeting.
- Staffing: We are now almost completely staffed after many exiting and new employees.

Principal's Report:

2017-2018 CAASPP Scores

Briefly, district wide there was an 8.58% decrease in math scores, and a 2.07% decrease in ELA scores. Gains were seen at the JES campus in the number of students of who met or exceeded standards in both ELA and Math. Lowest scores were recorded with the 3rd grade students, while the 7th grade scores demonstrated the greatest percentage of grade, with an annual upward trend over the course of the past three years.

In looking at the biggest area of need, we need to address increasing the percentage of students meeting or exceeding standards in the area of Math and will be the focus of the next staff meeting and leadership team meeting.

STAFF DEVELOPMENT

- Review and Evaluate MTSS Model and use baseline data to address the academic, social, and behavioral needs of students
- Evaluate and focus on instructional strategies that implement the best of Universal Design for Learning (UDL) and Positive Behavior Interventions and Supports (BPIS)

- PROTECT presentation on Human Trafficking
- Evaluate Science curriculum aligned with the Next Generation Science Standards
- Finalize decision on Social Studies/History curriculum aligned with CCSS

ATTENDANCE

- Continue with Attendance Awards
- Post daily schoolwide and classroom specific attendance percentages
- Post daily schoolwide and classroom specific on time percentages
- Provide weekly incentives and reinforcements
- Continue to track and monitor attendance concerns and follow up with letters, conferences, and team meetings

ENROLLMENT

- JES – 354
- CCSA – 30
- Total = 384

Rebranding

- **PATHWAYS (Panther Pride Academic Time & Help With All Your Studies)**
 - Provide additional supports and incentives for students to use this time for academic support
- **START (Saturday Tutoring and Attendance Recover Time)**
 - Rebrand from punishment to enrichment while still addressing the attendance recovery needs of students

6.0 DISCUSSION/ACTION

6.1 Unaudited Actual Financial Statement

The Board will consider certifying the Unaudited Actual Financial Reports for the fiscal year 2017-2018.

Overview: The Board heard a presentation from the Director of Business Services to consider authorizing the Superintendent to certify the District's Unaudited Actual Financial Statement for the year ending June 30, 2018 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 2017-2018.

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, 2018.

Board Action: A motion was made by Trustee Wilson and seconded by Trustee Rown to authorize the Superintendent to certify the Unaudited Actual Financial Statement for the year ending June 30, 2018.

Vote: Trustee Stone-Carlson-Yes, Trustee Marquette Wilson-Absent, Trustee Wilson-Yes, Trustee Simmitt-Yes, Trustee Rown-Yes.

Approve: 4/0

6.2 Resolution 03-18-19 Establish a Gann Limit

The Board will take action to establish a revised Gann Limit for the 2017-2018 fiscal year and a projected Gann Limit for the 2018-2019 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# 03-18-19 to establish a revised Gann Limit for the 2017-2018 fiscal year and a projected Gann Limit for the 2018-2019 fiscal year.

Board Action: A motion was made by Trustee Rown and seconded by Trustee Stone-Carlson to adopt Resolution# 03-18-19 to establish a revised Gann Limit for the 2017-2018 fiscal year and a projected Gann Limit for the 2018-2019 fiscal year.

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

Approve: 4/0

6.3 Resolution 06-18-19 Attendance Awareness Month

The Board will consider adopting Resolution 06-18-19 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: Ms. Gallegos asked the Board to look at the lack of water available to students on campus. The fountains are clogged up and the water is warm. She recommend the district send out notices to parents to donate water to the classes or to look into other avenues for fresh water on campus. Trustee Stone-Carlson said the well at Chinese Camp is tested every year. We also have TUD water on JSD campus. Superintendent Pelfrey stated the classroom have faucets and the Café has a cold-water drinking water fountain. The state water grant is in progress but, unfortunately, the state processes move slowly. Superintendent Pelfrey also agreed that fresh water is very important.

Superintendent's Recommendation: Superintendent Pelfrey recommended the Board adopt Resolution 06-18-19 and declare September as Attendance Awareness Month.

Board Action: A motion was made by Trustee Stone-Carlson and seconded by Trustee Simnitt to adopt Resolution 06-18-19 and declare September as Attendance Awareness Month.

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

Approve: 4/0

6.4 Resolution 07-18-19 Creation of Classified Position

The Board will consider adopting Resolution 07-18-19 regarding the creation of one (1) 7.5 Hours per day, two days per week, Short Term-Bilingual Paraprofessional position.

Overview: This position will fulfill a temporary need for in class support of Spanish instruction until the application for a provisional intern permit is accepted.

Public Comment: None

Superintendent's Recommendation: Superintendent Pelfrey recommended the Board adopt Resolution 07-18-19.

Board Action: A motion was made by Trustee Rown and seconded by Trustee Wilson to adopt Resolution 07-18-19.

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

Approve: 4/0

6.5 Stanislaus County Office of Education-Induction MOU

The Board will consider approving the 2018-2019 Stanislaus County Office of Education Learning to Teach Continuum Programs Memorandum of Understanding.

Overview: This MOU will coordinate services to beginning teachers participating in the Teacher Induction Program (TIP), previously known as BTSA. The District currently has one (1) teacher enrolled in the Teacher Induction Program. This is a two-year program.

Public Comment: None

Superintendent's Recommendation: Superintendent Pelfrey recommended the Board approve the MOU with Stanislaus County Office of Education Learning to Teach Continuum Programs for the 2018-2019 school year.

Board Action: A motion was made by Trustee Rown and seconded by Trustee Stone-Carlson to approve the MOU with Stanislaus County Office of Education Learning to Teach Continuum Programs for the 2018-2019 school year.

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

Approve: 4/0

6.6 Resolution 08-18-19 Creation of a Certificated Position

The Board will consider adopting Resolution 08-18-19 regarding the creation of one (1) F.T.E. multiple subject special education credentialed position.

Overview: Due to the significant increase in our special education student numbers, a second primary special education teaching position is recommended to provide the appropriate level of necessary support.

Public Comment:

Superintendent's Recommendation: Superintendent Pelfrey recommended the Board adopt Resolution 08-18-19.

Board Action: A motion was made by Trustee Stone-Carlson and seconded by Trustee Simnitt to adopt Resolution 08-18-19.

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

Approve: 4/0

6.7 Certificated Job Share

The Board will consider approving a job share request for 2018/2019.

Overview: This request has been made from the 1st grade Dual Immersion teacher to reduce her contract to a .6 FTE for the remainder of the 2018/2019 school year commencing on September 24, 2018. The .4 FTE remainder will be filled by a

certificated substitute teacher along with a full-time bilingual paraprofessional until the provisional intern permit for the bilingual paraprofessional is approved.

Public Comment: None

Superintendent's Recommendation: Superintendent Pelfrey recommended the Board approve the job share request.

Board Action: A motion was made by Trustee Wilson and seconded by Trustee Stone-Carlson to the job share as requested.

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

Approve: 4/0

7.0 WRITTEN REPORTS AND CORRESPONDENCE

- Attendance Update
- Enrollment Update
- Mandate Block Grant
- Scholarship Letter-Thank You-Rico Sanchez

8.0 ADJOURNMENT

A motion was made by Trustee Wilson and seconded by Trustee Simnitt to adjourn the meeting at 7:27 pm.

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

Approve: 4/0

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.

Posted September 7, 2018

Minutes Approved By:

Kim Rown, Board Clerk

Date