

**Jamestown School Board**  
**Regular Board Minutes**  
**Wednesday, January 13, 2016**  
5:30 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 "Items from the Public" 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 CALL TO ORDER**

- 1.1 Establish Quorum
- 1.2 Pledge of Allegiance

**2.0 PUBLIC COMMENT**

Kristin Barajas shared a thank you letter from ~~Omega Nu~~ **an adopted family** related to our Holiday Program. Kristin will send a thank you letter to Omega Nu for their generous donation. She will also attend an Omega Nu meeting to explain how our program works as one of the Omega Nu members asked how our program is coordinated. Kristin said the Holiday Program went extremely well this year.

Audrey Zraggen has concerns with Jamestown School District sponsoring California Virtual Academy (CAVA). Audrey will make available to Board Member an article written by the Washington Post on research done by Stanford University regarding public schools sponsoring charter schools.

**3.0 CONSENT AGENDA**

- 3.1 Ratify general and cafeteria warrants for the period ending 12-30-15.
- 3.2 Approve the Minutes of the December 9, 2015 Annual Organizational Meeting, December 9, 2015 Regular Board Meeting and December 9, 2015 Special Board Meeting.
- 3.3 Approve the employment of Eunice Lee as a Music Teacher beginning January 19, 2016.
- 3.4 Approve the resignation of Allison Charnley, Paraprofessional effective January 15, 2016.
- 3.5 Approve the administrative change in position: Denise Zwicker from District Office Secretary to School Office Secretary effective January 4, 2016.
- 3.6 Approve the administrative change in position: Bebo Malone from School Office Secretary to District Office Secretary effective January 4, 2016.

A motion was made by Trustee Wilson and seconded by Trustee Stone-Carlson to approve the consent agenda as presented.

Vote: Trustee Wilson Yes, Trustee Marquette Wilson Yes, Trustee Stone-Carlson Yes, Trustee Simnitt Yes  
Approved 4/0

**4.0 REPORTS**

**Trustee Items**

Trustee Simnitt stated he would like to go to Washington to represent the district in the California School Board Association (CSBA) sponsored Congressional meetings; he has frequent flyer miles and would be of no cost to the district.

Trustee Stone-Carlson thanked Kristin Barajas for her hard work on the Holiday Baskets. She asked for Administration to send a thank you card on behalf of the Board members to Yvonne Denton for her time

supporting Jamestown School District's music program during the temporary absence of a music teacher.

Trustee Wilson-Nothing to report.

Trustee Marquette Wilson stated how organized the Holiday Basket Program was.

### **Superintendent's Report**

Superintendent Chapman updated the Board Members on the progress of California Virtual Academy (CAVA) becoming their own Local Educational Agency which will reduce Jamestown School District's liability. CAVA will apply to Tuolumne County Special Education Agency (SELPA). The completion of the process will depend on Tuolumne County Special Education's decision.

The Infant Toddler Center (ITC) is slated to have the construction completed by March 1, 2016. Extra requirements by Head Start pushed back the previous opening date. Superintendent Chapman stated she was informed by Head Start that they will only enroll toddlers and not infants.

Superintendent Chapman asked the Board Members to schedule a Board Budget Workshop. Board Members agreed to the workshop on Wednesday April 6<sup>th</sup> at 6PM.

Superintendent Chapman informed the Board Members of the dates for the High School Scholarship Award Night. She asked for commitments from each Board Member. Trustee Wilson and Marquette Wilson will attend the Sonora High School Scholarship Award Night. Trustee Stone-Carlson and Superintendent Chapman will attend Sonora High School's Alternative Education (Cassina) Scholarship Award Night. Trustee Simnitt and Superintendent Chapman will attend Summerville High School's Scholarship Award Night.

Superintendent Chapman received a phone call from Tuolumne County Office of Education, Assistant Superintendent Cathy Parker, stating the Tuolumne County Schools Office will receive \$500,000 towards Adult Education and \$160,000 towards the Foster Youth Program. Superintendent Chapman also state that Tuolumne County Office of Education would like to buy some of Director of JFRC, Mark Dyken's, time and outreach services. Dr. Chapman will update the Board as the discussions progress.

### **Principal's Report**

Principal Pelfrey stated that interim assessments for state testing are currently happening in the classrooms. These assessments are very helpful in guiding instruction.

Principal Pelfrey was pleased to received \$250.00 from the Retired Teachers' Association to be donated to the library.

The Trauma Informed Training for those teachers and staff who have volunteered to participate will be Tuesday and Wednesday, January 19 & 20.

PTO will have Family Game night this Friday, January 15<sup>th</sup> and so far 250 students and parents have signed up. This should be a fun evening.

Sarah Collie is coordinating 'No Name Calling Week' and will beginning next week.

PTO's Black and White Dinner is open to all. This event will be held on January 30, 2016.

Principal Pelfrey is very excited for Eunice Lee to start with Jamestown School District.

## **5.0 DISCUSSION/ACTION**

### **5.1 Audit Report 2014-2015**

The Board will hear a presentation from Cindy Carnes with Kemper and Associates CPA regarding the District's Audit Report for the fiscal year ending June 30, 2015 and take action to accept the audit.

*Posted January 8, 2016*

*Jamestown School District Approved February 10, 2016*

Overview:

Cindy Carnes with Kemper and Associates CPA presented an extensive overview of the June 30, 2015 Audit Report. Trustee Carlson asked if the investment firm gets audited on how they invest their funds. Cindy responded their web site puts out a report on their investments. They do not get audited.

Two audit findings:

1. Page 82. School Accountability Report Card (SARC), in the facilities inspection tool, one item was marked good instead of fair.
2. Attendance finding: Errors for Average Daily Attendance (ADA) was under reported on Period 2 and under reported on annual reporting.

Public Comment:

Kristin Barajas asked if that was due to Saturday School. Mrs. Carnes said no.

Superintendent's Recommendation:

Superintendent Chapman recommended the Board accept and approve the District's Audit Report for the fiscal year ending June 30, 2015 as presented.

Board Action:

A motion was made to approve the District's Audit Report as presented for the fiscal year ending June 30, 2015 by Trustee Wilson and seconded by Trustee Simnitt.

Vote: Trustee Marquette Wilson Yes, Trustee Wilson Yes, Trustee Stone-Carlson Yes, Trustee Simnitt Yes  
Approved 4/0

**5.2 Interdistrict Transfer**

The Board will consider a request for an incoming Interdistrict Transfer Agreement from List H for the 2015-2016 school year.

Overview:

This student is currently enrolled with Jamestown School District but moved out of our district and would like to continue with Jamestown School District.

Public Comment:

None

Superintendent's Recommendation:

Superintendent Chapman recommended the Board approve List H as presented.

Board Action:

A motion was made to approve the incoming Interdistrict Transfer Agreement from List H for the 2015-2016 school year by Trustee Marquette Wilson and seconded by Trustee Stone-Carlson

Vote: Trustee Marquette Wilson Yes, Trustee Wilson Yes, Trustee Stone-Carlson Yes, Trustee Simnitt Yes  
Approved 4/0

**5.3 California School Employees Association Agreement**

*Posted January 8, 2016*

*Jamestown School District Approved February 10, 2016*

The Board will consider ratifying a tentative bargaining agreement between the Jamestown School District and the California School Employees Association.

Public Hearing Began at 6:04 p.m.

### PUBLIC HEARING

The Board will hear comments about a tentative agreement between Jamestown School District and the California School Employees Association. The tentative agreement increases the Classified Salary Schedule by 3.0% and an increase of .5% between steps effective July 1, 2015.

#### Overview:

Superintendent Chapman explained the tentative agreement as outlined above. This agreement fixes some structural issues in the salary schedule. It also adjusts some low salaried positions and brings those up to the county average. Superintendent Chapman stated it was a pleasure to work with CSEA. This agreement meets the goals established.

#### Public Comment:

Kristin Barajas had a question about the language, specifically the difference in the language in the public hearing and in the tentative agreement. It was explained in greater detail by Dr. Chapman. She stated that the tentative agreement said 2.5% increase between steps, which was a .5 increase. It was posted as an increase of .5% to ensure the classified unit was not getting a 5.5% increase.

Closed Public Hearing at 6:06

#### Superintendent's Recommendation:

Superintendent Chapman recommended the Board approve the tentative agreement between Jamestown School District and the California School Employees Association, as explained in public comment.

#### Board Action:

A motion was made to approve the tentative agreement between Jamestown School District and the California School Employees Association by Trustee Stone-Carlson and seconded by Trustee Wilson.

Vote: Trustee Marquette Wilson Yes, Trustee Wilson Yes, Trustee Stone-Carlson Yes, Trustee Simnitt Yes  
Approved 4/0

### **5.4 Board Policies and Administrative Regulations**

The Board will do a second reading of the following proposed Board Policies and Administrative Regulations: BP & AR 3270 Instructional Materials; AR 3311 Bids; AR 3512 Equipment; AR 4112.23 Special Education Staff; AR 4119.11/4219.11/4319.11 Sexual Harassment; BP & AR 4154/4254/4354 Health and Welfare Benefits; AR 5112.2 Exclusions from Attendance; and BP & AR 5141.31 Immunizations.

#### Overview:

Superintendent Chapman informed the Board that this is the updated changes to Board Policies and Administrative Regulations based on the changes in the law. These are the corrected copies.

*Posted January 8, 2016*

*Jamestown School District Approved February 10, 2016*

Public Comment:

None

Superintendent's Recommendation:

Superintendent Chapman recommended the Board approve proposed changes to Board Policies and Administrative Regulations: BP & AR 3270 Instructional Materials; AR 3311 Bids; AR 3512 Equipment; AR 4112.23 Special Education Staff; AR 4119.11/4219.11/4319.11 Sexual Harassment; BP & AR 4154/4254/4354 Health and Welfare Benefits; AR 5112.2 Exclusions from Attendance; and BP & AR 5141.31 Immunizations.

Board Action:

A motion was made to approve the changes to Board Policies and Administrative Regulations: BP & AR 3270 Instructional Materials; AR 3311 Bids; AR 3512 Equipment; AR 4112.23 Special Education Staff; AR 4119.11/4219.11/4319.11 Sexual Harassment; BP & AR 4154/4254/4354 Health and Welfare Benefits; AR 5112.2 Exclusions from Attendance; and BP & AR 5141.31 by Trustee Marquette Wilson and seconded by Trustee Simnitt.

Vote: Trustee Marquette Wilson Yes, Trustee Wilson Yes, Trustee Stone-Carlson Yes, Trustee Simnitt Yes  
Approved 4/0

**5.5 School Accountability Report Card for Jamestown Elementary School**

The Board will consider approving the Jamestown Elementary School Accountability Report Card (SARC).

Overview:

Superintendent Chapman explained that the school district must annually update and review the School Accountability Report Card (SARC). It then is approved by the School Site Council. Once presented to the Board and approved, it must be posted on our web site by February 1, 2016. Superintendent Chapman reminded the Board that the reported data is based on the previous year, but some sections have this year's information. The copy in the Board packet is a draft copy for consideration.

Public Comment:

None

Superintendent's Recommendation:

Superintendent Chapman recommended the Board approve the School Accountability Report Card (SARC) for Jamestown Elementary School as presented.

Board Action:

A motion was made to approve the Jamestown Elementary School Accountability Report Card (SARC) by Trustee Stone-Carlson and seconded by Trustee Wilson.

Vote: Trustee Marquette Wilson Yes, Trustee Wilson Yes, Trustee Stone-Carlson Yes, Trustee Simnitt Yes  
Approved 4/0

**5.6 School Accountability Report Card for Chinese Camp Elementary School**

The Board will consider approving the Chinese Camp Elementary School's Accountability Report Card (SARC).

*Posted January 8, 2016*

*Jamestown School District Approved February 10, 2016*

Overview:

Superintendent Chapman explained that the school district must annually update and review the School Accountability Report Card (SARC). It then is approved by the School Site Council. Once presented to the Board and approved, it must be posted on our web site by February 1, 2016. Superintendent Chapman reminded the Board that the reported data is based on the previous year, but some sections have this year's information. The copy in the Board packet is a draft copy for consideration.

Public Comment:

None

Superintendent's Recommendation:

Superintendent Chapman recommended the Board approve the School Accountability Report Card (SARC) for Chinese Camp Elementary School as presented.

Board Action:

A motion was made to approve the Chinese Camp Elementary School Accountability Report Card (SARC) by Trustee Marquette Wilson and seconded by Trustee Wilson.

Vote: Trustee Marquette Wilson Yes, Trustee Wilson Yes, Trustee Stone-Carlson Yes, Trustee Simnitt Yes  
Approve 4/0

**5.7 Single Plan for Student Achievement for Jamestown Elementary School**

The Board will consider approving the Single Plan for Student Achievement for Jamestown Elementary School.

Overview:

Superintendent Chapman stated that it must be aligned to our Local Control Accountability Plan (LCAP) and that Principal Pelfrey did a tremendous job. Superintendent Chapman asked Principal Pelfrey to continue the overview to the Board. Principal Pelfrey reported that goals are tied to English Language Arts curriculum as well as the Math curriculum. She also stated the actions and tasks were aligned properly to our LCAP. The software used to assist teachers and students will lead to increase student achievement. The non-academic section was tied to our Positive Behavior Intervention and Support program that includes parent engagement as well as improving student attendance.

Public Comment:

None

Superintendent's Recommendation:

Superintendent Chapman recommended the Board consider approving the Single Plan for Student Achievement for Jamestown Elementary School as presented.

Board Action:

A motion was made to approve the Single Plan for Student Achievement for Jamestown Elementary School by Trustee Stone-Carlson and seconded by Trustee Wilson.

Vote: Trustee Marquette Wilson Yes, Trustee Wilson Yes, Trustee Stone-Carlson Yes, Trustee Simnitt Yes  
Approved 4/0

**5.8 Single Plan for Student Achievement for Chinese Camp Elementary School**

The Board will consider approving the Single Plan for Student Achievement for Jamestown Elementary School.

*Posted January 8, 2016*

*Jamestown School District Approved February 10, 2016*

Overview:

Principal Pelfrey explained this was similar to Jamestown Elementary Single Plan for Student Achievement except for a few changes, namely the programs. This is due to the dynamic of Chinese Camp's Science Academy. Science Academy has before school intervention instead of after school intervention. A few programs listed in Jamestown Elementary's Plan are not at Science Academy due to the student needs and lower enrollment. It will add more student reward programs and Science Academy has no peer mediation.

Public Comment:

None

Superintendent's Recommendation:

Superintendent Chapman recommended the Board consider approving the Single Plan for Student Achievement for Chinese Camp School as presented.

Board Action:

A motion was made to approve the Single Plan for Student Achievement for Chinese Camp Elementary School by Trustee Simnitt and seconded by Trustee Wilson.

Vote: Trustee Marquette Wilson Yes, Trustee Wilson Yes, Trustee Stone-Carlson Yes, Trustee Simnitt Yes  
Approve 4/0

**5.9 Senior Youth Partnership Agreement for Sale of Room 25**

The Board will consider approving the Senior Youth Partnership Agreement that allows Jamestown School District to purchase Room 25.

Overview:

Superintendent Chapman stated this is the culmination of a goal that the District has had for quite some time. Senior Youth will sell Room 25 to Jamestown School District for \$1. They have asked to be able to use it during summer and breaks. Superintendent Chapman is happy to close this deal.

Public Comment:

None

Superintendent's Recommendation:

Superintendent Chapman recommended the Board approve the agreement to purchase Room 25 from Senior Youth Partnership as presented.

Board Action:

A motion was made to approve the Senior Youth Partnership Agreement that allows Jamestown School District to purchase Room 25 by Trustee Stone-Carlson and seconded by Trustee Marquette Wilson.

Vote: Trustee Marquette Wilson Yes, Trustee Wilson Yes, Trustee Stone-Carlson Yes, Trustee Simnitt Yes  
Approve 4/0

**5.10 Change Regular Board Meeting Date in June 2016**

The Board will consider approving the change of the Regular Board Meeting scheduled from June 8, 2016 to June 22, 2016.

Overview:

Superintendent Chapman stated there is a need for two Board Meetings in June. The new Local Control Accountability Plan (LCAP) laws require the LCAP and the budget are adopted together after there has

*Posted January 8, 2016*

*Jamestown School District Approved February 10, 2016*

been a separate meeting which has held a Public Hearing. Superintendent Chapman further stated that moving the June 8 to June 22 will give the District more time to prepare the necessary documents.

Public Comment:

Kristin Barajas had concerns about the change and it affecting the end of year student rewards normally presented at a June board meeting. Superintendent Chapman said the end of year student rewards presentation will not be affected by this change. The student rewards will be on June 15.

Superintendent's Recommendation:

Superintendent Chapman recommended the Board consider approving the change of the Regular Board Meeting scheduled from June 8, 2016 to June 22, 2016.

Board Action:

A motion was made to approve the change of the Regular Board Meeting scheduled from June 8, 2016 to June 22, 2016 by Trustee Wilson and seconded by Trustee Stone-Carlson.

Vote: Trustee Marquette Wilson Yes, Trustee Wilson Yes, Trustee Stone-Carlson Yes, Trustee Simnitt Yes  
Approved 4/0

**5.11 Approve the Revised Job Description for the Office Clerk Position at Jamestown Family Resource Center**

The Board will consider approving the revised job description for the Classified Office Clerk Position for Jamestown Family Resource Center.

Overview:

Superintendent Chapman stated a new job description for the position at the Jamestown Family Resource Center will combine the previous job descriptions of JFRC Office Clerk and After School Office Clerk into one job description and position. Superintendent Chapman also recommended changing the name to JFRC Administrative Clerk to more accurately reflect the duties of this position. She also stated the salary schedule will remain the same as the previous JFRC Office Clerk schedule.

Public Comment:

Greg Haney asked if this was a permanent position. Superintendent Chapman responded, it was a temporary grant funded position.

Superintendent's Recommendation:

Superintendent Chapman recommended the Board approve the revised job description for the Classified Office Clerk Position for Jamestown Family Resource Center as well as the name change from JFRC Office Clerk to JFRC Administrative Clerk.

Board Action:

A motion was made to approve the revised job description for the Classified Office Clerk Position for the Jamestown Family Resource Center as well as the name change from JFRC Office Clerk to JFRC Administrative Clerk by Trustee Stone-Carlson and seconded by Trustee Wilson.

Vote: Trustee Marquette Wilson Yes, Trustee Wilson Yes, Trustee Stone-Carlson Yes, Trustee Simnitt Yes  
Approved 4/0

**6.0 REPORTS AND CORRESPONDENCE RECEIVED**

Quarterly report of Williams Uniform Complaints dated January 2016.  
Enrollment as of January 5, 2016

*Posted January 8, 2016*

*Jamestown School District Approved February 10, 2016*



**7.0 CLOSED SESSION**

**The Board Retired to Closed Session at 6:30 PM**

7.1 The Superintendent and Director of Business Services will meet with the Board in Closed Session as the District’s representatives in negotiations. (G.C. §54957.6)

7.2 The Board will meet in Closed Session to discuss progress on the Superintendent’s Evaluation Goals. (G.C. §54954.5 (e), §54957)

The Board reconvened at 7:03 PM to conduct the Special Board Meeting.  
Nothing to report.

The Board reconvened to close session at 7:32 PM, after the adjournment of the Special Board Meeting.

The Board reconvened to open session at 8:22 PM.  
Nothing to report.

**8.0 ADJOURNMENT**

Board Action:

A motion was made to adjourn the meeting at 8:23 PM by Trustee Wilson and seconded by Trustee Simnitt.

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

Minutes Approved By:

\_\_\_\_\_  
Cathy Stone-Carlson, Board Clerk

\_\_\_\_\_  
Date