

**TWAIN HARTE SCHOOL DISTRICT
BOARD OF EDUCATION TRUSTEES**

BOARD MEETING MINUTES

Located At:

Twain Harte School
18815 Manzanita Drive
Twain Harte, CA 95383
Board Room #20

WEDNESDAY, NOVEMBER 18, 2015 at 4:00 p.m.

The Public Session began at 4:00p.m.

PUBLIC SESSION

1. CALL TO ORDER

- 1.1. Pledge of Allegiance
- 1.2. Roll Call

Members Present:	Tim Hoffman-Brady Nathan Nutting Eli Wingo
Members Absent:	Ronda Bailey Lisa Brady
Administration Present:	Jeff Winfield, Superintendent Dan Mayers, Principal Tonya Midget, CBO
Employees Present:	Daisi Kepner, Administrative Specialist I

1.3. Agenda Review and Adoption

Motion to Approve: Tim Hoffman-Brady
Second: Nathan Nutting
Vote: 3 Ayes, 0 Noes, 2 Absent, 0 Abstentions

2. COMMENTS FROM THE PUBLIC

(The public may address the Board on any matter pertaining to the district that is not on the agenda.)
There were no comments from the public.

3. CONSENT AGENDA

(The Board will consider all of the following items by a single vote unless any member of the Board or the public asks that an item be removed from the Consent Agenda and be considered separately.)

3.1. Minutes:

3.1.1. October 21, 2015

3.2. Warrants to November 5, 2015

Tim wanted clarification on an invoice from the lawyer. Tim also asked Gabby Dahlin for feedback about the Handwriting Without Tears curriculum. Gabby shared that it has been a wonderful tool for Kindergarten and that teachers would like to see it offered to first grade as well.

3.3. Disposal of Obsolete Technology Equipment

Dan explained that he would be offering the old computer lab equipment to staff and then students/parents. The operating systems have been cleared and we are ready to dispose of them.

Motion to Approve: Nathan Nutting
Second: Tim Hoffman-Brady
Vote: 3 Ayes, 0 Noes, 2 Absent, 0 Abstentions

4. DISCUSSION / ACTION ITEMS

4.1. Recycling Program Update – Lynn Groff

Lynn Groff was not present at the meeting. Eli asked if the teachers would like to recycle. Gabby said the teachers are very much in favor of a recycling program. Dan said he is not against recycling but wanted everyone to be aware that it will cost us money in the long run. We would not be able to downsize by a bin and we would also need to figure out how the custodial staff would deal with the recycling. The Board asked to table the discussion until they could look at the prices again and discuss the additional cost.

Recommendation: For Discussion

4.2. MOU with GAMUT Online Service – CSBA Board Policy Database

Recommendation: For Information

Jeff explained the benefits of this online program for researching board laws/policy as needed.

4.3. MOU with Tuolumne County Arts Alliance

Recommendation: For Information

Jeff explained how the program works. Dan explained how teachers integrate the art enhancement program into their classrooms.

5. PERSONNEL

5.1. Consideration of Job Description – Maintenance Worker

Recommendation: For Approval

5.2. Consideration of Job Description – Music Coordinator

Recommendation: For Approval

5.3. Consideration of Job Description – Office Assistant

Recommendation: For Approval

5.4. Consideration of Job Description – Paraprofessional

Recommendation: For Approval

5.5. Consideration of Job Description – Paraprofessional Primary Intervention Program

Recommendation: For Approval

5.6. Consideration of Job Description – Safe School Ambassador

Recommendation: For Approval

5.7. Consideration of Job Description – School Bus Driver

Recommendation: For Approval

5.8. Consideration of Job Description – Teacher

Recommendation: For Approval

5.9. Consideration of Job Description – Teacher Special Day Class/Resource Specialist

Recommendation: For Approval

Jeff explained evaluating the job descriptions and getting approval from the union rep and lawyer.

Items 5.1. – 5.9. were voted on in one motion.

Motion to Approve: Tim Hoffman-Brady

Second: Nathan Nutting

Vote: 3 Ayes, 0 Noes, 2 Absent, 0 Abstentions

6. PUBLIC HEARING

6.1. Kindergarten/TK Waiver

Ed Code 37202 Equity Length of Time for School Years: 2015-2017

Motion to Approve: Nathan Nutting

Second: Tim Hoffman-Brady

Vote: 3 Ayes, 0 Noes, 2 Absent, 0 Abstentions

7. EDUCATION

7.1. CBEDS report as of October 23, 2015

Recommendation: For Information

7.2. Character Counts Kids for October 2015 – Henry Anderson & Victoria Gast

Recommendation: For Information

7.3. Student of the Month for October 2015 – Shelby Crom

Recommendation: For Information

8. REPORTS

8.1. Administration Reports

Dan gave a running list of recent activities and upcoming events.

Dan spoke about how Joleen Jacobs is working with the “peer mediator students” (6-8th Graders) to train them to navigate low level problems. The students have now started to work with the younger kids out on the playground. There are guidelines in place to direct them to an administrator for larger issues.

The school has completed the required bus evacuation drills and they went smoothly.

The ELA Adoption committee (English Language Arts) will be meeting on 12/9/15.

Dan will be attending the A.L.I.C.E. (Alert, Lockdown, Inform, Counter, Evacuate) Training on 12/21&22/15. Eli asked that Dan keep the Board informed about the training and how it will apply to our school.

Gabby reported for the staff this meeting:

Letters to Santa will be in the paper soon.

PATHS sponsored a field trip to Indigeny which they appreciated.

The teachers say thank you for the Front Row School Edition for math. It is benefiting the students.

Teachers appreciate the Arts Alliance program as well.

First Grade will be working on gingerbread houses with Mary Bickley before break.

Several teachers will be attending Number Talks a math conference in December.

Students are really enjoying the Family Fit Program about healthy eating.

Students will be attending SRT for an upcoming field trip.

Wendie Roberts was very appreciative of her new library desk.

PATHS mentioned that the carnival went well. The 8th Graders were a fantastic help this year.

The Elves Workshop is coming up in December.

PATHS goal for this year is every child attends a field trip. They are still fundraising.

The Harvest Breakfast was a great fundraiser this year. They sold about 350 tickets. Brenda had the students help cook and clean!

8.2. Board Member Reports

Jeff spoke about Andy from Aspen Street coming out to inspect the campus with an electrician to talk about our concerns and upcoming projects.

We are working with the cafeteria table vendor to customize the logo and to become ADA compliant.

Jeff confirmed we have made some improvements on the mall lighting. We are working on solutions.

We are also considering building a wall in the mall to create the storage that is needed.

After the tables we will proceed with the fire alarm system and DSA approval.

Nathan mentioned that he has heard from teachers that things are looking cleaner and well-kept.

Tim wanted to discuss whether we could start looking into selling the Pinecrest School property. Jeff replied that he is certainly open to discussing selling. Eli asked that we discuss it at the next board meeting.

8.3. Enrollment Report as of November 10, 2015 - 273

9. ADJOURNMENT

The meeting adjourned at 4:50 p.m.

Ronda Bailey, President

Jeff Winfield, Superintendent

Date

**Next Regular Meeting of the Board of Education
Wednesday December 9, 2015
Rm #20 at Twain Harte School**

**Agenda material may be reviewed at the District Office
22997 Joaquin Gully Road, Suite G, Twain Harte, California,
between the hours of 7:30 a.m. - 4:00 p.m.**

Agenda posted at the following locations: 2 locations at Twain Harte School, the District Office and Tuolumne County Schools Office. Agenda emailed to: the Union Democrat. Notice given to each Board Member.

In accordance with the Americans with Disabilities Act, if you need special assistance (i.e. auxiliary aids or services) in order to participate in this public meeting, please contact the District Office at 209-586-3772. Notification 48 hours prior to the start of the meeting will enable the staff to make reasonable accommodations to ensure accessibility to this public meeting.