

**TWAIN HARTE SCHOOL DISTRICT  
BOARD OF EDUCATION**

**BOARD MEETING MINUTES  
District Office – Board Room  
18995 Twain Harte Drive  
Twain Harte, CA 95383**

**Wednesday, March 4, 2015 at 4:00 p.m.**

Board President, Ronda Bailey opened the public session at 4:00 p.m.

**PUBLIC SESSION:**

**1. CALL TO ORDER**

- 1.1. Flag Salute
- 1.2. Roll Call

Members Present:	Lisa Brady Nathan Nutting Ronda Bailey Tim Hoffman-Brady
Members Absent:	Eli Wingo
Administrators Present:	Jeff Winfield, Superintendent Dan Mayers, Principal Tonya Midget, Chief Business Official
Employees Present:	Michelle Dake, Administrative Specialist II Daisi Kepner, Administrative Specialist I

**1.3. Agenda Review and Adoption**

Motion to approve: Nathan Nutting  
Second: Tim Hoffman-Brady  
Vote: 4 Ayes, 0 Noes, 1 Absent, 0 Abstentions

**2. COMMENTS FROM THE PUBLIC**

No comments from the public.

**3. COMMENTS FROM BOARD MEMBERS**

Tim went on the field trip this week with Mary Bickley. It was nice to spend time rewarding the kids that are doing their best. Time felt this really demonstrates the great attitude of the teachers that they are so eager to reward the children doing their best.

Nathan voiced some concerns/questions in regards to being new on the Board. Nathan apologized if he is not as knowledgeable as he should be. Nathan is working towards understanding the boards commitment to the policy. Nathan wants to get more involved in understanding the process. Nathan expressed that he is doing his best to get up to speed without overstepping any bounds. Jeff offered to be of help in any way and also referred him to the President as a great source of information. Tim stated that attending a board conference could be helpful.

**4. CONSENT CALENDAR**

**4.1. Warrants to February 19, 2015**

Motion to approve: Nathan Nutting  
Second: Lisa Brady  
Vote: 4 Ayes, 0 Noes, 1 Absent, 0 Abstentions

**5. REPORTS**

**5.1. Administrative Report**

- 5.1.1. Career Achievement and Excellence in Teaching Awarded to Kim Knowles.

Dan issued a list of upcoming events. Dan took the 7<sup>th</sup> Graders to the Anti-Bullying Summit and it was a good learning experience for them discussing the climate of the school and how they can effect it.

Dan attended the Education of Technology Conference. Dan came away with great ideas on how the school can control the use of technology devices. This information will help the school prepare going in to next year.

We participated in Read Across America with guest readers in the classroom. We were in the newspaper again!

8<sup>th</sup> Graders attended a High School Orientation.

7<sup>th</sup> Graders will be attending the upcoming Celtic Faire.

Upcoming Knights Ferry Field Trip to watch the release of Salmon.

Dan spoke about how LCAP is a continual process for 3 years that effects our funding. He will talk to staff, parents, and community groups in search of feedback. This is the annual review on whether or not we have met our goals. This type of handout will be part of the ongoing discussion.

Dan has done a discipline analysis of referrals/suspensions. The “firearm/knife/explosive” incident will need to be re-categorized. Dan is looking into how it will fit in the system categories. The student actually had a firecracker. Dan explained the detention spreadsheets and how they break down. He explained our discipline policy of verbal warning, visual warning on the board, then a checkmark, then a detention. Three detentions in a trimester equals a referral. Then it restarts again. A recent change in policy is that kids receive an after school detention. Dan feels this is really getting noticed by the students. There has been a big drop off in detentions in recent weeks. Kathleen Olsen questioned if the parents are still being called. Dan assured her that this is happening through the automated phone system. Kathleen questioned if the cost and reaction would pay to switch over completely to after school detentions. Kathleen feels this would be far more effective. Kathleen is also hoping we can discuss the levels of discipline and how they accumulate. Kathleen was appreciative that Dan has gone out of his way to impact the students in the area of discipline. Kathleen feels that students are aware Dan is on top of discipline.

### 5.2. Student Council Report

The clothing drive is going well. The students are proud our school produced twice the amount of Summerville. The Valentine’s Day dance was successful and the students appreciated it. They currently doing a Leukemia charity drive through March. Teachers will have boxes in their classrooms for collection. The students will collect the money on Fridays.

Our students learned a lot from the Anti-Bullying Summit in Columbia. It was a fun and educational day. It was good preparation for the 7<sup>th</sup> Graders moving into leadership of the school next year.

### 5.3. Faculty Report

Lori Gold spoke for the Lower Campus:

Kindergarten did a fundraising collection for a student named Elijah Mainville. They raised \$300, and along with other schools in the county, sent it to his family.

Guest readers came on Dr. Suess’ birthday. The kindergarten classes also celebrated with green eggs and ham. Report cards and conferences coming up.

Becky Berry and Kim Knowles went to an ELA conference and said it was wonderful. They suggest other teachers look into going to the upcoming one in April.

Math Collaboration Day with Oakdale teachers coming at the end of the month. This should be helpful insight! Gabby Dahlin and Kimberlie Ballard will be releasing their salmon on the upcoming Knights Ferry field trip. Teachers would like to say thank you for receiving iPads for their classrooms.

Kathleen Olsen spoke for the Upper Campus:

8<sup>th</sup> Graders held a Sports-a-thon. It was a very successful fundraiser. They made \$800 for their graduation trip. They are still deciding on what location.

Volleyball started for 6-8<sup>th</sup> Graders. Students are coming in at 7am and practicing before school.

7<sup>th</sup> Graders are going to the Celtic Faire.

Dan has set up students on typing.com, a program which teaches keyboarding skills.

Smarter Balance Interim Assessments have started. The children were very helpful to each other while working through the process. Dan mentioned that once we are up and running it will be very helpful to the teachers and the progress of students with testing. Kathleen is excited that assessments will coordinate with report cards. Science Fair has become STEM Expo (Science Technology Engineering Math) this year. They have added many new categories to interest students including literature and inventions.

Many faculty have stated the front of the gym was looking terribly dirty. Kathleen complimented Ron Wurz on his quick response in dealing with it when notified. She is hoping the attention to cleanliness will continue.

Wendie Roberts wanted to speak about how thankful she is that Dan is so knowledgeable about technology. Wendie stated that Dan is always helpful with problems but feels we need a “tech person” that is available on campus. Wendie feels Dan needs to be able to pass off these daily issues to someone else so he can concentrate on his principal duties. Jeremy is only available one day a week. Wendie was unable to access files and pictures for two weeks. Wendie was concerned as she is heading into the yearbook deadline. Wendie is concerned that as we increase the technology on campus the concerns will only multiply. There are constant problems in the lower lab and now we are adding Chromebooks and iPads. Wendie is requesting we look into another “tech support” option. Kathleen Olsen suggested a survey be done with the teachers to collect input first. Dan said this is all part of the questions he will be asking at the county technology meeting he is attending.

#### 5.4. PATHS Report

No comments from PATHS.

#### 5.5. F.F.E.E. Report

F.F.E.E. will not be doing Spring grants unless an emergency comes up. Tim thanked F.F.E.E. for sponsoring the recent Referral Reward Trip.

#### 5.6. Enrollment Report as of February 25, 2015 – 280

### 6. FISCAL SERVICES

#### 6.1. Second Interim Report 2014-2015

Tonya Midget reported that the 2<sup>nd</sup> Interim looks much more positive than the 1<sup>st</sup> Interim. The bulk of our funding comes from our property taxes. ADA generated by Mountain Oaks Charter School is the biggest change that we were expecting and it was very positive news. This change translates into \$124,149 in our favor and wipes out any deficit we were expecting.

There is an increase in property taxes estimated at \$32,593 from 1<sup>st</sup> Interim to 2<sup>nd</sup> Interim.

Common Core money was all spent so nothing will be asked to be returned to the State.

Special Ed-SELPA may help the budget as well. The SELPA Director has stated that the bill-back rate may be closer to \$70 per ADA instead of the \$100 per ADA budgeted.

Our total cost of retiree benefits is \$54,194 which is below the cap of \$75,000 in general fund expenses.

Interest earnings have increased due to better interest rates from \$7,500 to \$16,000.

The budget does include the approved salary and benefit increase settlements. The governor’s proposal also suggests an increase to STRS and PERS contributions.

Teacher retirement budget was based on anticipation of one retirement. Tonya is now aware that there are two more teachers retiring that have not been included. This will affect the budget.

Projected Ending Balance provides an overall reserve of 55.66% which is well above the required amount.

All of the Multi-Year Projections look positive.

The Cafeteria Fund looks great. Brenda continues to do a good job of balancing the budget and expenses.

The Deferred Maintenance Fund has \$330,072 in regular routine deferred maintenance funds and \$166,622 in left over hardship paving funds.

Other Post Employment Benefits Fund is not being touched at this time.

We do not need to continue to add to the Developer Fees Fund at this time.

Tim had some questions on services and other operating expenses on page 21 and page 26. Tonya referred Tim to page 94 which also asks the same questions about not meeting the standard.

Books and Supplies overages consist of the purchase and installation of an air conditioner for the server room, installing security cameras on campus, and purchasing storage containers for archives.

Restricted and Unrestricted overages consist of costs related to the District Office relocation, a partial year of rent, ERATE deductions, and high-speed internet services. Tonya has budgeted the re-occurring costs for upcoming years but items related to the District Office relocation were a one-time expense.

Recommendation: For Approval

Motion to approve: Tim Hoffman-Brady

Second: Nathan Nutting

Vote: 4 Ayes, 0 Noes, 1 Absent, 0 Abstentions

- 6.2. Termination of MOU with Summerville UHSD for Shared Chief Business Official Services and the services of Twain Harte School District Administrative Specialist to handle payroll duties for Summerville UHSD effective June 30, 2015.

Recommendation: For Approval

Motion to approve: Lisa Brady

Second: Nathan Nutting

Vote: 4 Ayes, 0 Noes, 1 Absent, 0 Abstentions

- 6.3. I.T. Governor's Proposed Budget

Recommendation: For Information

## 7. PERSONNEL

- 7.1. Compensation Adjustment for Management and Confidential Staff

Recommendation: For Approval

Motion to approve: Lisa Brady

Second: Tim Hoffman-Brady

Vote: 4 Ayes, 0 Noes, 1 Absent, 0 Abstention

- 7.2. Salary Schedules: Certificated, Classified and Management/Confidential

Recommendation: For Approval

Motion to approve: Nathan Nutting

Second: Tim Hoffman-Brady

Vote: 4 Ayes, 0 Noes, 1 Absent, 0 Abstention

- 7.3. Resignation: Management/Confidential Staff - Michelle Dake, effective December 31, 2015.

Tim Hoffman-Brady thanked Michelle Dake for all of her hard work and efforts in the past years on behalf of the Twain Harte School District. Tim wanted to point out that Michelle had extended her original retirement date to stay on and help the District.

Recommendation: For Approval

Motion to approve: Tim Hoffman-Brady

Second: Nathan Nutting

Vote: 4 Ayes, 0 Noes, 1 Absent, 0 Abstention

- 7.4. Consideration of Approval of Confidential/Management Contract, Tonya Midget, Chief Business Official effective July 1, 2015.

Recommendation: For Approval

Motion to approve: Tim Hoffman-Brady

Second: Nathan Nutting

Vote: 4 Ayes, 0 Noes, 1 Absent, 0 Abstention

## 8. EDUCATION

- 8.1. Student and Character Count Kid of the Month for February 2015

Recommendation: For Information

- 8.2. Consideration of Summer School for 2015

Recommendation: For Discussion

Jeff reported on the research regarding Summer School. There is no longer supplemental funding. Jeff is not opposed to the idea but the school will have to absorb the cost. The state requires the school to provide a reimbursable meal. Brenda Brunolli is working on identifying how much it would cost. The school will need to consider the cost of staff, set up, the meal, and things such as electricity. Jeff said we do have to be aware that we have a paving project planned that would become complicated if we move forward with Summer School. Nathan questioned if Summer School would be voluntary. Dan reconfirmed it would be voluntary because we cannot offer transportation. Jeff also suggested that Summer School could be planned right before school starts to “jump start” students into the daily routine. Jeff recommends we get input from the staff and parents and consider the paving project as well.

### 8.3. Discussion Concerning School Wide Discipline Procedures

#### Recommendation: For Discussion

Jeff stated that we do want to work on leveling discipline so that it has an effect. There are ideas the staff needs to work through. Joleen has also been an asset towards improvement. The school is open to ideas on discipline. Lisa said she has been comparing our handbook to other schools. Lisa is concerned that our handbook is vague compared to some schools. Lisa would like to work towards stronger guidelines. Dan reinforced that different behaviors require different disciplines. Dan does think that referrals need to be broken out into more detailed descriptions. Nathan was in support of this suggestion saying that other handbooks did just that in specific terms. Lisa suggested we consider referring to alternative education to encourage them to turn their behavior around. Kathleen would like an actual meeting put in place to move towards an action of change. Kathleen would like to see it put in print so she can hold the students accountable. Vicki Young stated that she sees this as the process of refining our handbook to our school situations now. Jeff recommended we have a sub-committee to discuss. This sub-committee will need board members, parents, and students to collect feedback. Ronda directed to begin the process and to take it off the agenda. Dan wanted to clarify that more than half of the discipline this year has been from the 8<sup>th</sup> Grade Class. Dan believes it has been a challenging class and that we do not normally have so many discipline problems.

### 8.4. Overnight Trip – Green Meadows Science Camp Study Trip – Sixth Grade Class – April 7-10th

Dan explained the details of the trip. Our school will be going with Curtis Creek on their bus this time. Dan suggested we branch out the idea to include different types of trips in the future, such as taking our kids to the ocean. The cost is \$150 for the four day trip. Dan can offset some of the cost with Fun Run money if need be.

#### Recommendation: For Approval

Motion to approve: Lisa Brady

Second: Nathan Nutting

Vote: 4 Ayes, 0 Noes, 1 Absent, 0 Abstention

Tonya Midget wanted to thank Jeff and the Board for approving her contract. Tonya is greatly looking forward to working for the School District. Tonya is excited to be helpful to both Jeff and Dan in moving many projects forward.

### 9. ADJOURNMENT: The board meeting adjourned at 5:34 p.m.

Motion to approve: Nathan Nutting

Second: Tim Hoffman-Brady

Vote: 4 Ayes, 0 Noes, 1 Absent, 0 Abstentions

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Ronda Bailey, President

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Jeff Winfield, Superintendent

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Date

**Next Regular Meeting of the Board of Education  
Wednesday, April 15, 2015  
Board Meeting Room**

**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.