

**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, OCTOBER 21, 2015 at 4:00 p.m.**

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

**PUBLIC SESSION**

**1. CALL TO ORDER**

- 1.1. Pledge of Allegiance
- 1.2. Roll Call

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

**1.3. Agenda Review and Adoption**

Recommendation: For Approval  
Motion to Approve: Eli Wingo  
Second: Nathan Nutting  
Vote: 5 Ayes, 0 Noes, 0 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.)*

Lynn Groff addressed the Board on setting up a recycling program on the campus. Lynn issued a handout on the cost savings we could put into place by experimenting with recycling options. Dan wanted to explain that he does not see us being able to downsize from the two dumpsters because of our overall needs. However, he is open to discussing the recycling options.

Vicki Fernandez, speaking on behalf of PATHS, confirmed a successful PATHS funded trip to Covers for Kindergarten. Future trips include the 3<sup>rd</sup> Graders going to Standard Mill, and 2<sup>nd</sup> Graders going to Indigeny Reserve next week. The Halloween carnival is on the 30<sup>th</sup> from 2:00-4:00pm. They will also be working with the 8<sup>th</sup> Grade Parent Group on fundraisers.

Vicki Young shared that she has had three different parents express concerns with her about the staff and teachers using inappropriate terms with students. The parents felt the terms being used, such as "stupid," are harmful and inappropriate. Vicki felt that the principal, superintendent, and board should be made aware of these conversations.

Anita Rich stated that she has also experienced the same issue and conversations with parents. She is concerned the support staff is using terms that could be construed as bullying. She is also concerned that the staff is having mature conversations that should not be overheard by the students.

Sarah Stofle wanted to express that she feels this situation has happened to her child. She feels it is not being dealt with correctly. She feels that the process in place does not help handle the situation. Sarah was told that training would be forthcoming for the support staff to improve things but she feels nothing has been put into place. Sarah feels that children are not coming forward about this issue because they do not believe their opinion matters or their voice will be heard.

Vicki Fernandez questioned why the lower building does not have any fire/smoke alarm detectors.

Eli Wingo stressed that the concerns will be taken very seriously and discussed. Eli reinforced that the Board is in place to make things better and that the parents are being heard. He emphatically stated that the board would never condone such behavior. He also suggested that other avenues are open to parents that do not feel the problems are being dealt with correctly.

### 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. September 9, 2015 Regular Meeting

#### 3.2. Warrants to October 8, 2015

Recommendation: For Approval

Motion to Approve: Tim Hoffman-Brady

Second: Eli Wingo

Vote: 5 Ayes, 0 Noes, 0 Absent, 0 Abstentions

### 4. DISCUSSION / ACTION ITEMS

#### 4.1. Paving Project Change Orders – Total increase in cost \$52,093.44.

Recommendation: For Approval

Motion to Approve: Nathan Nutting

Second: Eli Wingo

Vote: 5 Ayes, 0 Noes, 0 Absent, 0 Abstentions

#### 4.2. Aspen Street Architects – Notice of Completion

Recommendation: For Information

#### 4.3. MOU with TCOE and Local School Districts

Recommendation: For Information

#### 4.4. MOU with Olsen Excavation & Grading – Snow Plowing

Recommendation: For Information

#### 4.5. Future Project Ideas List

Recommendation: For Discussion

Mike Calbert would like to consider the fire/smoke alarm detectors that were mentioned earlier. Also, there are a couple of rugs laying out on the hill that need to be thrown away.

Laura DeMars mentioned a 2 inch divot in the concrete, under the rug, in the mall area that is dangerous.

Mike and Laura both discussed how dark and unsafe the mall feels. Nathan suggested we come up with a temporary solution to get things out of the mall so we can move forward with fixing it up. Dan feels we should downsize and get rid of the extra stages. The wrestling mats and stages are the two big items being stored in the mall. Jeff suggested that we look into building a structure outside the gym to use as storage. The school is limited in where it can place a stand-alone storage unit due to the law. A permanent structure is the better long term option. Lighting improvement will be a focus as well.

The Parent Group is discussing getting an armoire with bins for storage of the lost and found.

Brenda Brunolli spoke about the need for additional storage for cafeteria food. She is not comfortable with the idea of putting storage under the stage because of lifting restrictions and how difficult it would be to access it. In addition, the food must be kept at a regulated temperature. Brenda would like to consider adding outside storage on her existing storage. Brenda appreciates the new refrigerator now running well!

Vicki Young wanted to clarify which bathrooms were being considered. Jeff replied that we are looking into all bathrooms, but a focus will be on the gym bathrooms first as they are used the most. Restrooms are a project that will need to move forward now if we want them to be completed during the summer.

Mike wants the staff to be informed of why the upper campus classroom doors lock in different directions. He thinks a refresher of “why it is the way it is” would help get everyone on the same page. Dan explained that he will be reviewing the evacuation/lockdown plans at an upcoming training. Dan and Ron will then use this information to make sure we are in compliance with the laws.

Jeff reiterated that cafeteria tables have been a constant concern and need to be replaced. They are not safe for the children. This project can be priced out now and replaced over Christmas break.

Wendie Roberts mentioned adding flooring/laminate for the lower campus, perhaps with permanent stripes in it.

Lynn Groff mentioned the light fixtures in the lower campus hallway need to be cleaned and replaced.

Dan suggested we look into replacing and coordinating all the clocks in the classrooms as well.

Nathan brought the conversation back to prioritizing what needs to be done so the planning stages can begin for larger projects. The Board is in agreement that the following issues are the top priorities:

Safety Issues-

Replace cafeteria tables.

Install fire/smoke alarm detectors in the lower campus building.

Install lighting in the mall area.

Bathroom Renovations

Tonya requested Board approval to have the architect cost out several of the projects so she will know what is feasible within the budget. The Board was in agreement with her getting project appraisals.

#### 4.6. Black Oak Campus & Head Start

Recommendation: For Discussion

Chantal Fowler, from Head Start, came to discuss the water situation. Head Start has contacted AquaLab to look into the sediment issue in the water. They are pursuing how to get it assessed and fixed. Jeff confirmed that Ron has responded to the issue several times trying to assist Head Start. The issue started after Twain Harte Water District repaired the pipe lines out on the street. Jeff suggested that they do not drink the water even though it has been cleared to drink. Nathan said there was a parent meeting at Head Start concerned with three main issues. The concerns are the water, snowplow contract, and large maintenance issues. Parents were under the assumption that these issues should be covered under the contract with Twain Harte School District. Jackie Roberts confirmed that things are running according to the current contract.

### 5. FISCAL SERVICES

#### 5.1. 2015/2016 Budget and LCAP Approval Letter

Recommendation: For Information

### 6. PERSONNEL

#### 6.1. Teacher Induction Program Support Provider for Laura DeMars – Stipend for Becky Berry

Recommendation: For Information

#### 6.2. Report Card Committee hosted by TCSOS – Stipend for Becky Berry

Recommendation: For Information

#### 6.3. Web Master for 2015/2016 – Stipend for Laura DeMars

Recommendation: For Information

#### 6.4. Consideration of Approval of Certificated Employee Contract – Laura DeMars

Recommendation: For Approval

Motion to Approve: Eli Wingo

Second: Lisa Brady

Vote: 5 Ayes, 0 Noes, 0 Absent, 0 Abstentions

- 6.5. Consideration of Approval of Certificated Employee Contract – Dianna Gaulden  
 Recommendation: For Approval  
 Motion to Approve: Eli Wingo  
 Second: Lisa Brady  
 Vote: 5 Ayes, 0 Noes, 0 Absent, 0 Abstentions
  - 6.6. Consideration of Approval of Classified Employee Contract – Cheryl Sharp,  
 Short Term Temporary increase of 1.00 hour per day.  
 Recommendation: For Approval  
 Motion to Approve: Eli Wingo  
 Second: Lisa Brady  
 Vote: 5 Ayes, 0 Noes, 0 Absent, 0 Abstentions
  - 6.7. Consideration of Approval of Classified Employee Contract – Denise Bengard,  
 Short Term Temporary increase of .25 hour per day.  
 Recommendation: For Approval  
 Motion to Approve: Eli Wingo  
 Second: Lisa Brady  
 Vote: 5 Ayes, 0 Noes, 0 Absent, 0 Abstentions
  - 6.8. Acceptance of Bus Driving Position, Subsequent Resignation of Yard Duty – Janet Blaum  
 Recommendation: For Information
  - 6.9. Consideration of Approval of Classified Employee Contract – Janet Blaum  
 Recommendation: For Approval  
 Motion to Approve: Eli Wingo  
 Second: Lisa Brady  
 Vote: 5 Ayes, 0 Noes, 0 Absent, 0 Abstentions
  - 6.10. Resignation Date Change: Management/Confidential Staff – Michelle Dake, effective  
 October 31, 2015  
 Recommendation: For Information
  - 6.11. Letter of Resignation: Classified Staff – Sonny Deardorff, effective September 22, 2015  
 Recommendation: For Information
  - 6.12. Consideration of Sunshine with THFT  
 Recommendation: Acknowledgment of Receipt of Sunshine Letter
- Items 6.4. through 6.9. (excluding 6.8.) were voted on in one motion.

## 7. EDUCATION

- 7.1. Williams Uniform Complaint Quarterly Report – October 2015  
 Recommendation: For Approval  
 Motion to Approve: Eli Wingo  
 Second: Tim Hoffman-Brady  
 Vote: 5 Ayes, 0 Noes, 0 Absent, 0 Abstentions

- 7.2. Date and Time of the Annual Organizational Meeting  
 Recommendation: For Discussion/Approval

The Board is in agreement that December 9, 2015 will be the Annual Organizational Meeting date.

- Motion to Approve: Eli Wingo  
 Second: Lisa Brady  
 Vote: 5 Ayes, 0 Noes, 0 Absent, 0 Abstentions
- 7.3. Character Counts Kids for September 2015 – Daniellah Banales-Vega & Abbigail McCarver  
 Recommendation: For Information
- 7.4. Student of the Month for September 2015 – Patricia Young  
 Recommendation: For Information

## 8. REPORTS

- 8.1. Administration Reports

Dan presented a list of recent activities and upcoming events.

The rescheduled LAIR trip went very well.

A new flag pole is being installed by Dan's son as an Eagle Scout project.

Joleen Jacobs is starting a "peer mediating class" with students. Joleen is being trained at Soulsbyville.

The Cardboard Challenge had great creative participation.

The Parent Advisory Committee has been formed for the LCAP. Dan passed out the bylaws. Dan is working on the annual update and setting goals for the future years to bring to the Board. Dan will bring a surplus list to the next Board Meeting, for obsolete computers, so they can be donated.

Laura requested that we consider purchasing the Front Row School Edition. The Front Row program is being used in both the upper and lower campuses. This would allow teachers to access many features.

Wendie Roberts suggested that we think about hiring a “temporary maintenance contract for the rest of the school year” to catch up on some of the small maintenance projects that have been neglected.

#### 8.2. Board Member Reports

Tim questioned Lynn about how the IT advancements are helping in the classroom. Lynn shared that she sees great benefits from the young ones all the way to the upper grades. Chantal shared how she feels it is making the school to home connection much stronger between students and parents. Students are now being prepared for the technology they will experience in high school. Laura stressed how students are learning basic internet terms and functions to help them in the future.

#### 8.3. Enrollment Report as of October 12, 2015 - 271

### **CLOSED SESSION**

The Public Session closed at 5:38 p.m. and immediately went into Closed Session.

#### 9. DISCLOSURE OF ITEMS DISCUSSED IN CLOSED SESSION (Gov. Code 54957.7)

9.1. Employee Evaluation: Certificated Administration

9.2. Adjourn to Public Session at 6:30 p.m.

No action was taken.

#### 10. ADJOURNMENT

Meeting was adjourned at 6:30 p.m.

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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 November 18, 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.**