

**TWAIN HARTE SCHOOL DISTRICT  
BOARD OF EDUCATION**

**BOARD MEETING  
MINUTES**

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

**WEDNESDAY, August 20, 2014, at 5:30 P.M.**

Board President, Ronda Bailey opened the Board Meeting at 5:30 p.m.

**PUBLIC SESSION**

**1. CALL TO ORDER**

- 1.1. Flag Salute
- 1.2. Roll Call

Members Present:	Tim Hoffman-Brady Tracie Walters Ronda Bailey Jim Jacobs
Members Absent:	Eli Wingo
Administrators Present:	Jeff Winfield, Superintendent Dan Mayers, Principal Tonya Midget, CBO
Employees Present:	Michelle Dake, Administrative Specialist II Cindy Fernandes, Administrative Specialist I

**1.3. Agenda Review and Adoption**

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

**1.4. Governing Board will open and identify the name of any party who has submitted a written sealed bid for the purchase of Black Oak Elementary School. The Governing Board is conducting this process pursuant to Education Code Section 17466 et seq.**

1.4.1 Governing Board will invite members of the public to present an oral bid to purchase Black Oak Elementary **only if it does not receive** any written sealed bids by 5:00 p.m. on August 20, 2014. If the Governing Board receives a written sealed bid by 5:00 p.m. on August 20, 2014, the Governing Board will not call for oral bids until its August 27, 2014, Special Board Meeting

There were no sealed or oral bids.

August 27, 2014 Special Board Meeting is not necessary.

**2. COMMENTS FROM THE PUBLIC:**

*The public may address the Board on any matter pertaining to the school district that is not on the agenda.*

There were no comments from the public.

### 3. COMMENTS FROM BOARD MEMBERS

There were no comments.

### 4. CONSENT CALENDAR

#### 4.1. Minutes:

4.1.1. June 19, 2014

4.1.2. June 24, 2014

#### 4.2. Warrants to June 5-July 17, 2014

No Comments

Motion to approve: Tim Hoffman-Brady

Second: Tracie Walters

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

#### 4.3. Williams Uniform Complaint Quarterly Report July 2014

Recommendation: For Approval

There were no claims filed.

Motion to approve: Tracie Walters

Second: Jim Jacobs

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

### 5. Public Comment

#### 5.1. PUBLIC COMMENT ON TWAIN HARTE CSEA'S PROPOSAL FOR 2014- 2015 NEGOTIATIONS

There were no comments.

### 6. REPORTS

#### 6.1. Architect Presentation on District Office New Portables

Andy Flies gave a presentation on the portables for a new District Office. He described placement, design and cost. Board members expressed concerns about funding. Jeff Winfield explained that there were current funds to do this project. The board asked that some research and cost comparisons be done on a new building vs. renovating an already existing space on the campus.

#### 6.2. Administration Report

Dan Mayers passed out the Principals report. Teachers have been involved all summer learning new concepts. Mrs. Dahlin is the new 1<sup>st</sup> grade teacher, she is very enthusiastic about her new position. This year there is a lot of emphasis on Math. Every school in the county will be using the same program for grades K-8. Back to School night was a huge success. Dan reported that they had an 80-90% turnout. Class sizes are relatively small this year. For the first time in three years we have three (3) transitional kindergartner's enrolled. He also expressed the need to have policies in place for Transitional Kindergarten, since this is the first year we have had transitional kindergarten students.

Goals for the year. Focus on Math. Implementing technology, Google Apps, Google Docs. Starting the year off right by holding students to a higher expectations regarding dress code and behavior.

#### 6.3. Student Council Report

Nothing to report.

#### 6.4. Faculty Report

Kim Knowles stated that it was the best first day of school she has experienced. Wendie Roberts was elected by the faculty to ask the board if something can be done about the heating and air conditioning in the upper building. Some rooms are freezing, others are extremely hot. Ron Wurz said that he would look into what it would cost to do some improvements on those systems.

## 6.5. BOTH Report

Vicki Young said that the Book Fair at Back to School night was a great success. She also said that the teachers have made time in their schedules to bring students to the Book Fair.

She stated that Vicki Fernandez went around to all the classes and took notes as to what supplies were needed. Those supplies have now been donated to each class from B.O.T.H.

Plans are already in the works for the Halloween Carnival and the permit for the parade has already been done.

Vicki is very positive about the New Year, says that she is working with great people and great staff.

## 6.6. F.F.E.E. Report

Vicki Young reported that F.F.E.E sold pizza at Back to School night and made a small profit.

## 7. NEW BUSINESS

### 7.1. Forty-five day - 2014-2015 Budget Update Review

Recommendation: For Approval

Chief Business Official, Tonya Midget explained that Education Code 42127[i](4) requires districts within 45 days of enactment of the State Budget to inform the board of education and the public of any changes that would affect the budget already adopted by the district. This year the deadline was August 4, 2014, which is why the information was posted on the district's website July 30, 2014.

The change from the 2014-2015 original adopted budget in total LCFF revenue is \$25,662 in additional funding, which is due primarily to Mountain Oaks charter ADA dropping at P-2 by \$23,401, which allows the district to keep property taxes that would have otherwise been transferred. The remaining \$2,261 is the change in LCFF dollars based on a minimal COLA applied to former categorical funds which are now recognized as LCFF funds. In the 2015-2016 year the revenue is estimated to remain flat which is calculated using the 2014-2015 ADA, with no budgeted increase to property taxes.

An adjustment to the STRS rate used at budget adoption will be made and included in the 1<sup>st</sup> interim budget update, as well as any changes in staff costs.

Motion to approve: Tim Hoffman-Brady

Second: Jim Jacobs

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

### 7.2. Legal Services Contract with Byron C. Smith for 2014-2015

Recommendation: For Approval

Mr. Winfield stated this is an annual contract and he recommended it for approval.

Motion to approve: Tim Hoffman-Brady

Second: Jim Jacobs

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

### 7.3. Annual Report of Attendance

Recommendation: For Information

### 7.4. Senior Youth Partnership/PM Club Agreement-August 20, 2014 to June 05, 2015

Recommendation: For Approval

Motion to approve: Tim Hoffman-Brady

Second: Tracie Walters

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

7.5. Consideration of Resolution 2014-2015-08-01 To Allow Inter-fund Transfers for Cash Flow Purposes

Recommendation: For Approval

This resolution provides flexibility to allow the district to transfer funds if needed.

If there is a real shortage like the cafeteria, while waiting to get reimbursed from State and Federal then we can borrow from the General Fund and keep track of that money and if they don't use it by the end of the year then it can be transferred back to the General Fund with interest.

Motion to approve: Tracie Walters

Second: Tim Hoffman-Brady

Roll Call: Tim Hoffman-Brady – aye

Ronda Bailey – aye

Tracie Walters – aye

Jim Jacobs – aye

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

7.6. Memorandum of Understanding with Twain Harte Community Services District

Recommendation: For Approval

This is a renewal contract from the previous school year.

Motion to approve: Tracie Walters

Second: Tim Hoffman-Brady

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

8. PERSONNEL

8.1. Consideration of Appointment: Confidential Administrative Specialist I

Cindy Fernandes - 60% job share

Recommendation: For Approval

Motion to approve: Tim Hoffman-Brady

Second: Tracie Walters

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

8.2. Consideration of Request to change Confidential Administrative Specialist I position to 40% Job Share–Melissa Fagnani

Recommendation: For Approval

Motion to approve: Tim Hoffman-Brady

Second: Tracie Walters

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

8.3. Classified Employee - Non-Industrial Medical Leave

Recommendation: For Information

8.4. Consideration of Appointment: Music Specialist - Clyde Davis

Recommendation: For Approval

Motion to approve: Tracie Walters

Second: Jim Jacobs

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

8.5. Consideration of Appointment –Special Education Consultant: Dave Schroeter

Recommendation: For Approval

Motion to approve: Tracie Walters

Second: Jim Jacobs

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

8.6. Consideration of Appointment – Professional Expert Counseling Services: Donn Hohengarten

Recommendation: For Approval

Motion to approve: Tracie Walters

Second: Jim Jacobs

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

8.7. Consideration of Sunshine with CSEA

Recommendation: Acknowledgment of Receipt of Sunshine Letter

8.8. Appointment of Non-Classified/Non-Certificated Personnel:

Physical Education: 1 day a week – Claude Parcon

Recommendation: For Approval

Motion to approve: Tracie Walters

Second: Jim Jacobs

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

9. EDUCATION

9.1. Student Parent Handbook 2014-2015

Recommendation: For Approval

Tim Hoffman-Brady thanked all the volunteers who gave their time to review the Student Parent Handbook.

Motion to approve: Tim Hoffman-Brady

Second: Jim Jacobs

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

(Close Regular Meeting)

Ronda Bailey closed the regular meeting at 6:38 pm and immediately opened the Twain Harte-Long Barn USD Financing Corporation meeting.

10. TWAIN HARTE-LONG BARN USD FINANCING CORPORATION

a. Call to Order

The meeting was called to order at 6:38 pm

b. Approval of Income Tax Return for 2013-2014

Motion to approve: Tim Hoffman-Brady

Second: Tracie Walters

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

c. Public Comment

There were no comments

d. Other Business

e. Adjournment: 6:40 pm

(Reopen Regular Meeting)

Ronda Bailey reopened the regular meeting at 6:40 and immediately closed the regular meeting.

**CLOSED SESSION:** The board entered into closed session at 6:40 and came out at 6:48

12. ADJOURNMENT: 6:48 pm

Motion to approve: Tim Hoffman-Brady

Second: Tracie Walters

Votes: 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