

*"Community Focused Education Involving Every Person, Every Child, Every Day"*

BOARD OF TRUSTEES  
REGULAR BOARD SESSION

MINUTES  
Thursday, April 14, 2011  
Happy Valley Elementary Library

- 1.0 Call to Order – The meeting was called to order at 6:00 PM
- 2.0 Roll Call – John Pappas, Ted James, Barbara Jackson, Les James and Marveen Simpson was absent.
- 3.0 Pledge of Allegiance - Done
- 4.0 Approval of Agenda
- |     |    |    |            |
|-----|----|----|------------|
| MSC | BJ | TJ | 4/1 Absent |
|-----|----|----|------------|
- 5.0 Hearing Session
- 5.1 Hearing Session Opened – Session opened at 6:03 p.m.
- 5.2 Bev Silva requested a clarification on her contract with regards to mileage reimbursement. She would like clarification from the board on what items are appropriate to claim. The item will be put on the board agenda for next month for discussion and review of the contract and board policies.
- 5.3 Hearing Session Closed- Session closed at 6:10 p.m.
- 6.0 Consent Agenda
- |     |    |    |            |
|-----|----|----|------------|
| MSC | TJ | BJ | 4/1 Absent |
|-----|----|----|------------|
- 6.1 Removal of items from the Consent Agenda – None
- 6.2 Approval of Minutes from February 10, 2011
- 6.3 Approval of Warrants for March 5 – April 11, 2011
- The board requested clarification on a couple of items on the Warrants list. The warrant for E-rate services was to cover the contract we have to prepare the necessary paperwork that is needed to submit for the E-rate funding. The Progressive payment on the gym was signed off by Semingson Architects and Dave Taylor. The Lease/Lease back agreement was outlined to have 5 draws at certain points in the construction in order to enable the payment to subcontractors.
- 7.0 Action Items
- 7.1 Discussion/Action of items removed from Consent Agenda – none
- 7.2 Approval of Resolution #11-07 authorizing to transfer cafeteria funds for the cost of Food Service salaries and benefits.
- |     |    |    |            |
|-----|----|----|------------|
| MSC | TJ | BJ | 4/1 Absent |
|-----|----|----|------------|

*"Community Focused Education Involving Every Person, Every Child, Every Day"*

Resolution passed every year to repay the general fund for Food Services payroll which is processed through the general fund.

- 7.3 Approval of Resolution #11-08 authorizing to transfer Cafeteria Funds for indirect costs.

MSC LJ TJ 4/1 Absent

Resolution passed every year to charge indirect cost to the Cafeteria program to pay back the general fund. The percentage (4.4 %) for this was based on calculations done by SCOE when closing 09-10.

- 7.4 Ratification of 3 year contract ending June 30, 2011, 2012 and 2013 with Matson and Isom for financial auditing services.

MSC TJ BJ 4/1 Absent

It was heavily recommended by the SCOE that we continue with Matson and Isom as they are used by other districts in Shasta County.

- 7.5 Ratification of Letter of Retirement from Cora Gifford (Cookie), RSP Teacher, effective June 3, 2011

MSC LJ BJ 4/1 Absent

- 7.6 Ratification of Letter of Resignation from Heather Hein, Library Clerk, effective April 8, 2011

MSC BJ LJ 4/1 Absent

- 7.7 Approval of Resolution #11-09, Elimination of Various Classified Positions (Layoff of Classified Employees)

MSC TJ BJ 4/1 Absent

This will enable the district to meet contract deadlines while also providing the flexibility to plan for the future in restructuring positions in the district.

8.0 Information/Discussion Items

- 8.1 Community/Staff/District (suggested 2 minutes maximum per presenter)

a) PTA/Community

John Pappas reported out. The next skate night will be May 19. At the last meeting they discussed different options for next year, perhaps bowling or movie nights. Family fun Night is scheduled for April 21, from 6:00 pm to 8:00 pm. The book fair is planned for open house in May and the Strawberry Festival. PTA held elections for new officers. The new PTA president is Kristi Booker and the vice president is John Pappas.

*"Community Focused Education Involving Every Person, Every Child, Every Day"*

The PTA is anticipating a request from Dave Taylor for equipment for the snack bar in the new gym.

b) Certificated Staff

Doug O'Brien wanted to mention that this has been one of the smoothest years since he's been in the district and would like to thank the office staff/team at the Primary school for their hard work to ensure this.

Robbyn Shye mentioned that the office staff work very hard and one of the secretaries volunteers in the office half a day every day. She cannot envision how difficult it would be for one person to try to get everything done at the end of the day and to ensure that all students get safely where they need to be each day.

Diane Elgin spoke about how busy the office is at the end of the day, with the office staff ensuring that children are going home with the correct people.

Shannon Spencer spoke how supportive the office team has been at the Primary in helping teachers with the various difficult situations that can arise in the classroom, ensuring that the teachers can concentrate on their jobs to educate all children.

c) Classified Staff

Renee Drake talked about how quickly and smoothly the school year has gone. The staff all seem very happy. It has been fun getting to know the students and teachers at the Primary school better. STAR testing has gone very well so far.

d) Board Members

Barbara Jackson talked about some of the changes happening at the Parks Department as they are in the midst of restructuring. The Parks and Recreation guide just came out. This will cover the entire year instead of doing another printing in six months.

Ted James talked about some grant proposals that have been submitted for additional equipment for the new gym. Steve Westaby wrote a proposal to RRCF for volleyball court needs, scoreboards, scorers table, wall padding and Soccer Tournament Goals. Also a grant proposal was sent to the McConnell Foundation for some higher priced items for the gym, including a sound system, parking lot lighting and a trophy case for the entry way. We should hear something in about 10 weeks.

John Pappas shared that he has stepped down as president of the Happy Valley Community Foundation.

e) Site Updates

Beverly Silva reported out that the Primary school just had a very successful Math Night. They had about 200 students and their families in attendance. The Primary School created a display for public Schools Week at the mall to help promote the school. First five will be purchasing a table, chairs, and canopy so that the Primary school can set up a booth at various events, such as the Strawberry Festival and promote the district even more. The garden beds are finally completed. The staff has come up with a compliment binder in which they write nice things about each other. This year they have decided to pilot spreading their testing out over

*"Community Focused Education Involving Every Person, Every Child, Every Day"*

a week and half to avoid any unnecessary stress for the students. They seem more relaxed this week.

Janet Tufts - STAR testing has been completed at the elementary. Due to high attendance, only four students need to do make-ups. The staff have been reporting that students have been very engaged. The staff has worked hard this year teaching testing strategies and our student council has provided incentives. The PTA is providing a scholarship to eighth grade student. Sixteen students have met the criteria to apply for this scholarship. The graduation committee voted to provide vouchers to graduating students to help with their PE clothes for next year.

8.2 Superintendent Update – Janet Tufts

Bill's Tree Service will be coming during Spring Break to remove the digger pines in the playground and grind the stumps. These have been a safety hazard, and also will create more space by removing them. The cypress tree in front of the school has also been a concern but since it was planted as a memorial tree the board will need to agree before it can be removed. The board agreed to remove the tree and to replace it with a more permanent memorial. Once the gym is completed we will be planting other trees in the parking lot and around the school that are safer and less messy.

Michaela Elliot from SCOE has been acting as our interim CBO. She has been able to close out our modernization projects at both schools.

Donna, Anna, Dee, from Teamsters and Janet held a meeting with the transportation department to brainstorm ways to cut the deficit spending in the department. Rising fuel costs have caused expenses to soar. The transportation department is working together to come up with solutions to the problem. Two possible scenarios are: 1) To move the start and end times of the two schools closer together, allowing them to consolidate the bus routes. This would reduce an hour from each drivers shift and save on fuel and bus repairs. 2) Reduce transportation by 1 route and 1 driver, consolidate the routes so there are fewer stops, not driving down each street.

A survey was done asking staff their preferences regarding having 4<sup>th</sup> and/or 5<sup>th</sup> grade return to the Elementary for next school year. The results were overwhelming to have the 5<sup>th</sup> grade return to the Elementary and the 4<sup>th</sup> grade to stay at the Primary. We will begin discussions with parents to get their input. We are currently working on restructuring our CDS into an alternative education class. If necessary we will host our own program, we could charge other schools for placement. Another option would be to create an MOU with other districts. We may combine the program with a home school program, which would offset some of our costs and retrieve ADA. We would host a K-4 program at the Primary campus. The program would follow a different schedule than the other children and eat in their classroom.

8.3 District Update

Donna Bear reported that she has been working on the 11-12 budget. There will be a \$349 per ADA reduction for next year. Next year, we are projected to deficit spend \$350,000. Cash flow is still a concern,

*"Community Focused Education Involving Every Person, Every Child, Every Day"*

especially since there will be an additional 6% deferral in addition to the current 22% deferral. We currently have a positive certification, but we do need to continue to stay the course, be conservative and streamline where we can.

- 8.4 Enrollment Update as of April 8, 2011  
Up this month from last month, but still down from last year.
- 8.5 Sunshine with Teamster's Local 137 for the purpose of modifying wages, benefits and working conditions.
- 8.6 Resolution provided by the Board of Supervisors informing the Districts of General Elections to be held in November 2012 and every two years thereafter.

9.0 Adjournment to Closed Session – The Board adjourned into Closed Session at 7:30 p.m.

MSC            BJ            LJ            4/1 Absent

9.1 Government Code Section 54957, Personnel

9.2 Government code Section 54957, Public Employee Evaluation/Superintendent

10.0 Adjournment of Closed Session

10.1 Announcement of Action Taken

The board adjourned from closed session at 9:20 pm. No action on personnel issues was taken.

MSC            BJ            LJ            4/1 Absent


11.0 Adjournment of Regular Board Session – 9:20 pm

MSC            BJ            TJ            4/1 Absent

Respectfully Submitted,

Wendy Bogges

Approved:

  
\_\_\_\_\_  
Barbara Jackson, Clerk of the Board