

Mark Twain Union Elementary School District
BOARD OF EDUCATION REGULAR MEETING MINUTES
September 20, 2018

Location: Copperopolis Elementary at 217 School Street, Copperopolis, CA 95228
Members Present: Timothy Randall, Maggie Rollings, Diane Bateman and Kendall Morlan
Staff Present: Julia Tidball, Roy Blair, Wendy DeSimone, Jeff Airola,
Others Present:

1. Opening of Closed Session Meeting by Board President

1.1 Establishment of Quorum

A quorum was established with four (4) Board Members present and one (1) member absent, Jenny Eltringham.

2. Public Comment: None

3. Closed Session Items

The Board recessed to Closed Session.

3.1 Conference with Labor Negotiator

Name of Agency Negotiator: Julia Tidball

Employee Organization: Angels Camp Educators ACE/NEA (G.C. 54957.6)

3.2 Conference with Labor Negotiator

Name of Agency Negotiator: Julia Tidball

Employee Organization: California School Employee Association Chapter 815 (G.C. 54957.6)

3.3 Public Employee Discipline/Dismissal

3.4 Personnel Assignment Order

4. Return to Open Session Meeting by Board President 6:35 PM

4.1 Pledge of Allegiance

4.2 Roll Call:

4.3 Report of Action Taken in Closed Session

Board President Kendall Morlan reported the following:

Item 3.1 - Conference with Labor Negotiator ACE/CTA/NEA No action taken

Item 3.2 - Conference with Labor Negotiator CSEA Chapter 815 No action taken

Item 3.3 - Public Employee Discipline/Dismissal No action taken

Item 3.4 - Personnel Assignment Order Action taken listed below

Classified	Accepted	5 th grade Girls' Basketball Coach at Mark Twain Elementary
Classified	Accepted	6 th grade Girls' Basketball Coach at Mark Twain Elementary
Classified	Accepted	7 th /8 th grade Boys' Basketball Coach at Mark Twain Elementary
Classified	Accepted	5 th grade Boys' Basketball Coach at Mark Twain Elementary
Classified	Accepted	8 th grade Girls' Volleyball Coach at Mark Twain Elementary
Classified	Accepted	7 th grade Girls' Volleyball Coach at Mark Twain Elementary
Certificated	Accepted	Track Coach at Mark Twain Elementary
Certificated	Accepted	Track Coach at Mark Twain Elementary
Certificated	Accepted	Track Coach at Mark Twain Elementary
Classified	Accepted	Resignation of Special Education Paraeducator – Copperopolis Elementary

Motioned by: D. Bateman Seconded by: M. Rollings

Motioned Carried: 4-Ayes (Randall, Rollings, Bateman, and Morlan) 0-Noes /1 –Absent (Eltringham) /0-Abstained

5. Public Comment:

Dan Perreault, a retired teacher of the District who is helping with Athletics at Mark Twain Elementary. Mr. Perreault spoke about the annual Tahoe tournament for the girl's teams being cancelled and he is trying to find another tournament for the girls' to attend. He will have more information for the Board to review and approved at the October Board meeting.

6. Information & Discussion Items

6.1 Comments from the Board

Maggie Rollings reported that the Copper PTC sponsored a parent night. The Copper community has resources for families at the Copperopolis Branch Library with STEAM kits available for check out. STEAM night will be on Wednesdays for the next five (5) weeks.

Diane Bateman was sorry to miss Back to School Night but really enjoyed coming together with other District Boards at the County-wide School Board meeting.

Kendall Morlan reported what a great Board Study Session the Board had. They reviewed their goals and self-assessed their performance as a Board. Mrs. Morlan also attended the Rural School Board Association meeting with guest speaker, Matt Ballserini on School Safety. Most interesting was that no child has been killed in a school fire since the 1950's, according to the speaker but we continue to focus on that drill. Mrs. Morlan emphasized the importance of responding to new safety challenges with effective drills.

6.2 Comments from the Student Representatives:

Principal Mrs. DeSimone introduced 8th grade student, Hunter Heath, as the Student Council Board Representative for Mark Twain Elementary.

Hunter reported the Student Council held their first dance for 7th/8th grade students on September 14. Spirit Days are set with the first one a Crazy Hair Day. The Student Council sent surveys out to staff to answer basic questions. The activity will be for the students to "Guess the Staff Member".

Principal Mr. O'Geen introduced the Student Council President and Vice President for Copperopolis Elementary, Chris Pagano-Ruiz and Isabella Gardner.

Chris Pagano-Ruiz, Student Council President will help make Copperopolis a safe, respectful, and responsible place. Chris would like to start a Safety Patrol Club with students helping students be safe. The Student Council will help to make Copperopolis a clean campus.

Isabella Gardner, Student Council Vice President will help to make Copperopolis safe, respectful, and responsible place. This Friday is scheduled to be a Crazy Hair Spirit Day,

6.3 Comments from the Principals

Wendy DeSimone, Principal at Mark Twain Elementary shared that the 7th/8th grade dance had 70% in attendance. Mrs. DeSimone was glad that the students wanted to attend and that they were eligible to attend. Mrs. DeSimone welcomed her new staff of Olivia Birdwell-Kindergarten, Heather Oliver-6th grade Long Term Sub, Julie Turner-7th English Language Arts, Kelly Crichton-Resource Teacher 7th/8th. The 7th/8th grade Special Education program was reconfigured this year so that we now have a full-time RSP and a full-time Special Day Teacher. This will benefit the students with Individualize Educational Programs (IEP). Mark Twain held two (2) Back-to-School Nights with a larger turnout for both (TK-6 and 7/8 held on separate nights). Parent Teacher conferences will be the week of October 8. The Badger Boosters Angels Gold Run will be Sunday, September 30th at Mark Twain Elementary. Mrs. DeSimone shared a video on Positive Behavior Intervention and Support (PBIS) put together by the PBIS committee with student support.

Josh O'Geen, Principal at Copperopolis Elementary is happy to be presenting at his first Board meeting. Mr. O'Geen thanked the Management Team for their insights on what we can do to help our students. The Positive Behavior Intervention and Support (PBIS) program has been great for the students with the motto of Safe, Respectful, and Responsible. Mr. O'Geen's goal is to have our students be the most safe, respectful, and responsible students in all of Calaveras County with the help of the teachers, support staff, administration and parents. There are new Paraeducators on Copperopolis campus this year with a few more needed. The teachers are doing an amazing job. The Back-to-School Night was well attended with great feedback from parents. Copperopolis PTC is working hard this year with many community events on the calendar which include the Steak and Shrimp Fest on October 13th and the Harvest Festival October 27th. The Spirit wear has been revised with a focus on "We are Copper". Mr. O'Geen thanked the Lake Tulloch Lions Club for their donation of two (2) new benches. The Lions Club is also looking to partner with Walmart to purchase new iPads with a grant of approximately \$4,000. Mr. O'Geen will be meeting with Saddle Creek First Tee on September 26th for a possible donation for campus beautification. The Student Study Team trainings and meetings are going well with a commitment of two per month.

Maggie Rollings asked about the PTC being a 5013C to be able to apply for grants. She also asked if the Read Naturally program will continue.

Mr. O'Geen stated the contract is up in October and he will be speaking to his staff to determine if they will continue with the current program or change to a program that better fits the needs of the students. The program Mr. O'Geen is looking at is iReady which addresses both reading and math.

Maggie Rollings stated she has 6 volunteers ready to help with whatever program is selected. Kendall Morlan saw the parking space for the Teacher of the Month and liked that Copperopolis is recognizing both the students and staff.

- 6.4 Comments from the Certificated Representative
Jeff Airola, teacher at Mark Twain Elementary shared that yesterday was the first early release day for Bret Harte High School with a flood of former students coming to the campus to visit. Mr. Airola really enjoys talking to them. He recognized that Mrs. DeSimone is in her sophomore year as a principal and commented on her confidence and a relative smooth start to the school year. Mr. Airola thanked Brian Barnett and Taryn Schneider for the work they put in on scheduling the 7th and 8th grade students. Brian Barnett will replace Mary Pino (retired) on the negotiations team. Mr. Airola hopes to complete negotiations for 2017-18 in the near future and start on 2018-19 as soon as possible.
- 6.5 Comments from the Classified Representative: None
- 6.6 Comments from the Operations Manager:
Bill Davis deferred comments.
- 6.7 Comments from Director of Business Services
Roy Blair deferred comments.
- 6.8 Comments from the Superintendent
Julia Tidball can feel a positive difference on both campus's with staff and students and the full implementation of PBIS. The first Staff Development day with a focus on our new math curriculum was a success. Mrs. Tidball thanked Brian Barnett for his help with the training. The first Professional Development Day focused on the Student Study Team process with Fred Cochran from San Joaquin County Office of Education as our coach/trainer.
- 6.9 Correspondence
 - 6.9.1 Calaveras County Clerk Recorder re: November Elections
Kendall Morlan read the correspondence stating that there was no opposition for Mark Twain Union Elementary School Board for the November 6, 2018 General Election for Timothy Randall and Kendall Morlan. They will not be listed on the ballot and will be declared elected by the County Board of Supervisors following the election.
 - 6.9.2 Calaveras County Office of Education – LCAP and Budget certification
Kendall Morlan highlighted the letter stating the county office's approval of our 2018-19 LCAP and Budget with a note indicating we would meet our obligations for the budget year but show a return to deficit spending. Negotiations for 2017-18 are not yet completed. Salary settlements without offsetting reductions in on-going expenditures, or increased on-going revenues, will exacerbate projected deficit spending. The District certified compliance that is discussed at its public hearing the amount of reserve above the minimum recommend and made statement of reasons to keep a reserve higher than the minimum; the minutes do not provide enough detail to show evidence of this compliance. The County Office recommends that in the future the District include such statements in the narrative which accompanies the budget documents reviewed at the public hearing.
- 6.10 Tuolumne JPA – Defense Spray Policy
Julia Tidball reviewed the policy regarding pepper spray. This is an optional policy and any incident involving a defense spray we would still be covered by our JPA. After the board discussed the Policy they request Mrs. Tidball to do more research and bring the this back as an informational item for the October meeting.
- 6.11 Tuolumne JPA - Risk Management Requirements - District Use Of Correctional Institution Inmates
Bill Davis spoke about how the District has been following these requirements for years. He is drafting a form letter to be used to notify district staff and neighbors when the use correctional inmates are planned. The Board requested this be brought back as a review and action item with the letter as an exhibit for the October meeting.

7. **Consent Agenda Items**

Mrs. Tidball requested item 7.3 and item 7.4 be removed from the Consent Agenda for further discussion.

Motioned by: M. Rollings

Seconded by: D. Bateman

Motioned Carried: 4-Ayes (Randall, Rollings, Bateman, and Morlan) 0-Noes /1 –Absent (Eltringham) /0-Abstained

- 7.1 Approval of Purchase Orders
- 7.2 Approval of Warrants
- 7.3 Removed from Consent Agenda- Minutes for August 9, 2018 and Board Study Session August 23, 2018
- 7.4 Removed from Consent Agenda - Interdistrict Attendance Agreements
- 7.5 Approval of Field Trip - Mr. Schneider's 6th Grade class o the Water Treatment Plant in Copperopolis
- 7.6 Acceptance of Lake Tulloch Lion Club Donation of \$774.80 to Copperopolis Elementary for 2 park benches

Motioned by: T. Randall Seconded by: M. Rollings
Motioned Carried: 4-Ayes (Randall, Rollings, Bateman, and Morlan) 0-Noes /1 –Absent (Eltringham) /0-Abstained

Items removed from Consent Agenda

Board to Consider Approval of Minutes for August 9, 2018

Mrs. Tidball requested the following corrections be made to the minutes from August 9, 2018.

Item 6.7 – add “to be’ after “he expects it”.

Item 6.8 change matto to motto.

Item 6.8 bullet 1 – add “from” before Fred Cochran. Add “who” after the County Office of Education.

Motioned by: M. Rollings Seconded by: D. Bateman
Motioned Carried: 4-Ayes (Randall, Rollings, Bateman, and Morlan) 0-Noes /1 –Absent (Eltringham) /0-Abstained

Board to Consider Approval of Minutes for Board Study Session August 23, 2018.

Mrs. Tidball commended the Board on the self-review and Governance session without the guidance of an outside facilitator.

Board President, Kendall Morlan was happy with the evaluation and stated the District is doing a lot right based on comparison to suggestions by the California School Board Association.

Maggie Rollings liked that they discussed what programs are working for staff and students.

Motioned by: M, Rollings Seconded by: D, Bateman
Motioned Carried: 4-Ayes (Randall, Rollings, Bateman, and Morlan) 0-Noes /1 –Absent (Eltringham) /0-Abstained

Board to Consider Approval of Interdistrict and Intradistrict Attendance Agreements

Mrs. Tidball added (K)Teresa M from CUSD to attend MTE, (K)Allyson B from COP to MTE, (TK)Rusty C COP to MTE, (6th)Isabella V COP to MTE all due to child care.

Motioned by: T. Randall Seconded by: M. Rollings
Motioned Carried: 4-Ayes (Randall, Rollings, Bateman, and Morlan) 0-Noes /1 –Absent (Eltringham) /0-Abstained

8. Review and Action Items

8.1 Board to Consider Adoption of 2018 Board Governance Handbook

Mrs. Tidball highlighted the changes to the handbook and noted the new motto, “We Believe all Students will Succeed”

Motioned by: M. Rollings Seconded by: D. Bateman
Motioned Carried: 4-Ayes (Randall, Rollings, Bateman, and Morlan) 0-Noes /1 –Absent (Eltringham) /0-Abstained

8.2 Board to Consider Adoption of Guidelines for Hazardous Water and Physical Activity Field Trips

Mrs. Tidball encouraged the Board to adopt these guidelines in order for the District to be covered under the JPA insurance umbrella

Motioned by: T. Randall Seconded by: M. Rollings
Motioned Carried: 4-Ayes (Randall, Rollings, Bateman, and Morlan) 0-Noes /1 –Absent (Eltringham) /0-Abstained

8.3 Board to Consider Adoption of Transportation Policy

Mrs. Tidball highlighted that non-employees of the District are not permitted to drive a district vehicle with the exception of volunteers who are donating their time for district activities and are pre-approved through a DMV pull.

Motioned by: D. Bateman Seconded by: M. Rollings
Motioned Carried: 4-Ayes (Randall, Rollings, Bateman, and Morlan) 0-Noes /1 –Absent (Eltringham) /0-Abstained

8.4 Board to Consider Adoption of Resolution 2018-2019-001 Education Protection Account

Roy Blair spoke about the budget portion, this account is used to supplement teacher salaries at Copperopolis Elementary.

Motioned by: T. Randall Seconded by: M. Rollings

Motioned Carried: 4-Ayes (Randall, Rollings, Bateman, and Morlan) 0-Noes /1 –Absent (Eltringham) /0-Abstained

8.5 Board to Consider Adoption of Resolution 2018-2019-002 Elimination of Two (2) Certificated Position
Mrs. Tidball explained the reason for the elimination is due to declining enrollment and to positions not being filled after retirement of staff last year.

Motioned by: M. Rollings Seconded by: T. Randall

Motioned Carried: 4-Ayes (Randall, Rollings, Bateman, and Morlan) 0-Noes /1 –Absent (Eltringham) /0-Abstained

8.6 Public Hearing Regarding 2018-19 State Instructional Materials Sufficiency

8.6.1 Move into Public Hearing

Motioned by: D. Bateman Seconded by: T. Randall

Motioned Carried: 4-Ayes (Randall, Rollings, Bateman, and Morlan) 0-Noes /1 –Absent (Eltringham) /0-Abstained

8.6.2 Receive comments from the public and staff

Roy Blair spoke about this requirement from the state regarding the restricted portion from Lottery monies be used for the appropriate materials which the district is doing.

8.6.3 Review and discuss any comments: None

8.6.4 Move out of Public Hearing

Motioned by: M. Rollings Seconded by: T. Randall

Motioned Carried: 4-Ayes (Randall, Rollings, Bateman, and Morlan) 0-Noes /1 –Absent (Eltringham) /0-Abstained

8.7 Board to Consider Adoption of Resolution 2018-19-003 Sufficiency of Instructional Materials for 2018-19

Motioned by: M. Rollings Seconded by: D. Bateman

Motioned Carried: 4-Ayes (Randall, Rollings, Bateman, and Morlan) 0-Noes /1 –Absent (Eltringham) /0-Abstained

8.8 Board to Consider Adoption of Resolution 2018-19-004 Elimination of Food Service Worker 1 Position at Copperopolis and Food Service Worker II Position at Mark Twain

Roy Blair reminded the Board about the approved reduction of Food Service hours last year due to declining enrollment and the retirement of a Food Service Manager and Food Service Worker II. With the duties for both positions being the same with minor differences and the addition of the Point of Sale system Mr. Blair asked the Board to eliminate the positions and create a new position as just a Food Service Worker.

Motioned by: M. Rollings Seconded by: T. Randall

Motioned Carried: 4-Ayes (Randall, Rollings, Bateman, and Morlan) 0-Noes /1 –Absent (Eltringham) /0-Abstained

8.9 Board to Consider Adoption of Resolution 2018-19-005 Creation of Food Service Worker

Motioned by: D. Bateman Seconded by: M. Rollings

Motioned Carried: 4-Ayes (Randall, Rollings, Bateman, and Morlan) 0-Noes /1 –Absent (Eltringham) /0-Abstained

8.10 Board to Consider Adoption of Revised Salary Schedule for Bus Driver Position

Bill Davis spoke to the Board about the need to revised the salary schedule. Our district is the lowest salary for bus drivers in three counties by about \$2.00 per hour. With a driver retiring last year and a driver leaving to drive for Bret Harte we are down to 3 drivers trying to cover 5 routes. We have advertised with no application turned in.

Motioned by: M. Rollings Seconded by: D. Bateman

Motioned Carried: 4-Ayes (Randall, Rollings, Bateman, and Morlan) 0-Noes /1 –Absent (Eltringham) /0-Abstained

8.11 Board to Consider Approval of the Unaudited Actual Report for 2017-18

Roy Blair stated to Board the 2017-18 Unaudited Actuals' Financial Report was prepared in accordance with Education Code Section 41010 and is required to be submitted by September 15, 2018 in accordance with Education Code Section 42100. The Unaudited Actual Financial Report communicates the fiscal activity and condition of the District at the close of each fiscal year ending June 30.

The total Revenues, Expenditures, Transfers In/(Out), and Changes in the General Fund Balance for the year are reflected in the Original 2017-18 Adopted Budget, the 2017-18 Final Budget, the 2017-18 Unaudited Actuals, and the variance of the final 2017-18 Budget and the Unaudited Actuals. The unaudited actuals ending fund balance for 2017-18 is **\$1,782,860**.

The schedule below summarize the total Revenues, Expenditures, Transfers In/(Out), and Changes in the Cafeteria Fund Balance for the year ended June 30. Reflected are the Original 2017-18 Adopted Budget, the 2017-18 Final Budget, the 2017-18 Unaudited Actuals, and the variance of the final 2017-18 Budget and the Unaudited Actuals. The unaudited actuals ending fund balance for 2017-18 is **\$53,775**.

LCFF funding did not vary significantly through the year. Adopted Budget P2 ADA was estimated at 786 and Final budget reflects 773 ADA a 13 ADA decline. The LCFF funding was based upon the 2016-17 P2 ADA of 798 so the difference is minor. This decrease to 773 ADA is reflected in the 2018-19 Adopted Budget.

Federal revenues were under budget by \$15,323. Forest reserve revenues increased by \$7,152, but ESSA Title 1, 2, and 3 decreased because supply and operating expenditures were under budget.

Other State budgeted revenues increased by \$173,930 during the year. One-time mandated funds of \$117,482 were the largest increase during the year. A STRS-On-Behalf increase of \$29,290, and a Lottery funds increase of approximately \$20,000 are reflected in the Final Budget change, and made up most of the remaining increase.

Other Local Budgeted revenues increased by \$214,086 during the year. Erate funding received after the Adopted budget was \$159,831. MAA funding of \$19,905, additional interest of \$12,000 and local contributions account for the remaining balance.

Final budgeted expenditures increased by \$672,580 from the Adopted budget. Salaries and benefits increased by \$383,631. All employees with the exception of certificated management were awarded a 3% increase effective July 1, 2016. The 2016-17 increase was paid and is budgeted in the 2017-18 year. This retro raise increased salaries and benefits by \$250,000. Additional aides and a part-time counselor are included in the increase. Other increases were the result of maternity leaves and sub costs that added an additional \$50,000 for the year. Classified increased by \$43,196 mainly because several aide positions were filled by subs.

Books and Supplies increased by \$203,354. This large increase was for a math adoption books and computers for testing. Operating expenditures, capital outlay, and other outgo increased by \$48,711. The larger components of the increase were transportation costs, Science camp tuition, and conferences supplemented by Teacher Education funding. Some of these underspent expenses are anticipated to be carried over into 2018-19.

The General fund transfer resources to offset Cafeteria losses which exceeded the projected budget by \$15,162. An additional \$30,000 was transferred to the special reserve fund to upgrade the District internet hardware.

Motioned by: M. Rollings Seconded by: D Bateman

Motioned Carried: 4-Ayes (Randall, Rollings, Bateman, and Morlan) 0-Noes /1 –Absent (Eltringham) /0-Abstained

8.12 Board to Consider Adoption of Resolution 2018-19-006 Revised 2017-18 and the Projected 2018-19 Appropriation Limit – GANN Limit

Motioned by: T. Randall Seconded by: M. Rollings

Motioned Carried: 4-Ayes (Randall, Rollings, Bateman, and Morlan) 0-Noes /1 –Absent (Eltringham) /0-Abstained

9. **Next Regularly Scheduled Board Meeting**

9.1 October 11, 2018 in the District Board Room at 981 Tuolumne Ave., Angels Camp, CA 95222

10. **Adjourn**

Kendall Morlan adjourned the meeting at 8:45 pm

Motioned by: M. Rollings Seconded by: T. Randall

Motioned Carried: 4-Ayes (Randall, Rollings, Bateman, and Morlan) 0-Noes /1 –Absent (Eltringham) /0-Abstained

SPECIAL BOARD MEETING MINUTES

Signature Page

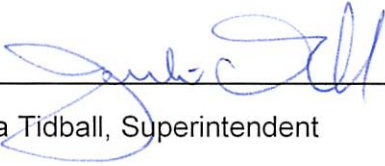
Board of Education Regular Board Meeting September 20, 2018



Kendall Morlan, Board President



Date



Julia Tidball, Superintendent



Date