

# *King City Joint Union HSD Minutes*

**Regular Board Meeting  
January 12, 2011  
Wednesday, 05:25 PM  
Greenfield High School Library  
225 S. El Camino Real  
Greenfield, CA 93927**

Created September 02, 2011 at 01:00 PM

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## **1. OPEN SESSION 5:25 PM**

### **Section Minutes:**

Members Present: Brent Green, Debra McAlahney-Dodson, Raul Rodriguez, Rita Tavernetti

Excused Absence: Mike Foster

Brent Green opened the meeting at 5:30 P.M. There were not any comments from the public. The Board recessed to closed session.

## **2. CLOSED SESSION 5:30 PM**

**Pending-a.**

## **3. RETURN TO OPEN SESSION 6:30 PM**

## **4. CALL TO ORDER**

### **Section Minutes:**

Brent Green called the meeting to order at 6:30 P.M.

## **5. FLAG SALUTE**

### **Section Minutes:**

Brent Green led in the flag salute.

## **6. REPORT OF CLOSED SESSION ACTION**

### **Section Minutes:**

Brent Green said they approved the recommendations to expel student: #15:10/11, #19:10/11, #20:10/11, #21:10/11, #22:10/11, and #23:10/11. There was no other action to report from closed session.

## **7. APPROVAL OF AGENDA**

### **Section Minutes:**

Dr. Bernard approved the agenda.

## **8. PUBLIC COMMENT**

**Pending-a.**

### **Minutes:**

There were not any comments from the public.

## **9. REPORT FROM STATE ADMINISTRATOR**

### **Section Minutes:**

Dr. Bernard said we are excited about the new year, students and staff are refreshed after the winter break.

Earlier this week the governor's budget proposal was presented. It does not look as bad for education as it had in the past. He will be attending a budget workshop in Sacramento on Friday. There is a stipulation, it will only work if the legislators approve the measure to be included on the June ballot and the voters approve to extend the taxes for 5 more years, which were enacted with the 2009-10 budget.

Dr. Bernard distributed to the Board, in more detail, 3 different interpretations regarding the governor's budget. Dr. Bernard said he wanted to acknowledge the Boards' participation and dedication in the CSBA Governance training on Monday and Tuesday of this week.

Dr. Bernard said he had requested feedback from the Board regarding study session topics. The survey results were distributed to the Board. Student Achievement, Master Schedule, the Budget, and the continuation high education will be the first areas to be addressed.

Dr. Bernard asked the Board if their schedules would allow the first study session on Tuesday, February 22. The Board confirmed they would be available on that date. Starting in February there will be a regular board meeting as well as the study session. The starting time for the study sessions will be from 6:00 P.M. to 8:00 P.M. Depending on the topic, different staff from the district will be giving the presentation.

The Board will be checking their calendars to confirm if March 22 would be an acceptable date for the Board to meet for their second study session. The topic will be the budget, Linda Grundhoffer will be the presenter. The Board will inform Shirley Laws of their availability.

The District is working with the current budget and not relying on the governor's proposed changes. This will mean there will be layoffs this spring for classified, certificated, and administrative staff.

Dr. Bernard distributed the Monterey County School Boards Association training schedule to the Board. He requested the Board review their schedules and notify Shirley Laws of the dates Board members would like to attend.

The FCMAT team visited the district at the end of September and the first of October. Their comprehensive plan should be out in February.

The FCMAT report for MOTF will be available soon. There are some money saving recommendations. One area FCMAT has mentioned needing improvement is a Board communication plan. Dr. Bernard said he will be meeting with Sean Roney Thursday after the board meeting to clarify any questions and planning for the future.

Dr. Bernard said he would like to acknowledge the Teachers Association. He is waiting for the last signature pages for completion of the contract.

## **10. STUDENT BOARD MEMBER REPORT**

### **Section Minutes:**

There was not a report from the Student Board Member. Adrian Bautista was participating in the basketball game this evening in Gonzales.

## **11. BOARD MEMBER COMMENTS**

### **Section Minutes:**

Raul Rodriguez said last month Mr. Panek reviewed the California Health Kids Survey. One item he was concerned with was caring relationships. 22% of the 9th graders and 25% of the 11 graders felt there was a caring relationship with staff. He is hoping there is some strategy to raise the percentages.

Sometimes teachers focus on the motivated students and the other 75% of the students may be ignored. These students also need to be recognized. A comment as simple as telling a student they are capable of going to college is all the encouragement a student may need. Mr. Rodriguez said he is hoping a strategy will be developed for those students.

## **12. EMPLOYEE ORGANIZATIONS**

### **Section Minutes:**

There were not any comments from the employee organizations.

## **13. CONSENT AGENDA**

**Pending-a. Approval of the December 15, 2010 and December 17, 2010 Minutes**

**Pending-b. Approval of Personnel Report Dated January 12, 2011**

**Pending-c. Approval of the Donation from the Guidry Foundation**

### **Minutes:**

Dr. Bernard approved the consent agenda.

## **14. CONSENT ITEMS REMOVED FOR COMMENTS/QUESTIONS**

## **15. INFORMATION ITEMS**

**Pending-a. Migrant Program Update**

### **Minutes:**

Constantino Silva, Coordinator/Administrator of the Migrant Education Program, Region XVI, said he wanted to review a summary of their services. He stated there are often misconceptions about the program. He is hoping to attend staff meetings at the schools to inform administrators, staff, and answer questions about the Migrant Program.

Mr. Silva distributed informational material to the Board. The program is an advocate for the migrant students based on their parents work. In order for the students to qualify there must be an interruption in school (moving to different schools in a school year.) Families qualify for the program for 3 years. Due to the economy, families are not moving as much and the migrant numbers are going down.

The Migrant Program tries to remove barriers related to health, clothing, housing, and transportation to ensure the students receive the education they are eligible for. Currently there are 127 students being served in the King City Joint Union High School District.

They provide an intercession during the Spring and Summer breaks in language arts, math, credit recovery through the PASS program, science, arts enrichment, educational field trips and cultural enrichment Binational Teacher Exchange Program.

They offer a 3 day leadership academy at CSU Fresno. Leadership skills and goal settings takes place.

A select number of students have been chosen to go to Washington D.C.

The Migrant Education Program Team consists of Veronica Tamayo, Migrant Resource Teacher and Barbara Garcia, Migrant Family Service Advocate. Ms. Tamayo is evaluating students to determine where they are academically as well as meeting with parents. She also meets with counselors, administrators, and makes home visits to the families. Families are constantly being re-interviewed to make sure they remain eligible for the program, any medical needs are addressed.

Barbara Garcia does assessments and contacts teachers for feedback to identify needs of the students. An Individual Learning Plan is mandatory each year on each student.

Mr. Silva distributed a parent advisory calendar for the year and invited the State Administrator and Board Members to attend.

### **Pending-b. Cash Flow Report from July 2010 through December 31, 2010**

#### **Minutes:**

Dr. Bernard said if there are any questions regarding the cashflow or the revenue and expenditure report to contact Linda Grundhoffer. She would be glad to answer any questions.

### **Pending-c. Revenue and Expenditure Report - July 1 2010 through December 31, 2010**

#### **Pending-d. Board Policies - First Reading**

#### **Minutes:**

Dr. Bernard said there are 8 different policies for review. They will be presented as a second reading at the February Board meeting.

## **16. ACTION ITEMS**

### **Pending-a. Approval of Coordinator of Student/Community Services Job Description**

#### **Minutes:**

Dr. Bernard said this position is being created as a result of growing students' needs. In this position this individual will be more than a counselor. They will be identifying students with academic needs. Adjustments to staffing will be made as a result of this new position.

Dr. Bernard approved the Coordinator of Student/Community Services Job Description.

### **Pending-b. Approve Consultant Contract to Achieve Operational Procedures 5.6 Professional Standard**

#### **Minutes:**

Dr. Moirao said this consultant is part of the recommendation from the FCMAT report to bring our job descriptions up to compliance with the Americans with Disabilities Act, Ed Code and accurately describe all the functions and duties of each hired position. Some of our current job

descriptions go back as far as 1980. Job titles and actual job descriptions need to be updated to reflect what an individual actually does.

This is a very time consuming project. Job descriptions need to be accurate. Future decisions may be made based on the duties.

This particular consultant has experience in other districts.

Debra McAlahney-Dodson said she is concerned if a template is actually being used and if other districts will be contacted as a comparison.

The question was also asked if the completed job descriptions would be presented to the Board. The response was yes. Dr. Bernard said some job descriptions may require sitting across the table with the labor representatives. Previously this has taken place to tweak a job description and bring it into compliance.

Brent Green asked if administration will be working in conjunction with staff. Dr. Moirao responded they are working with staff. They have gone to other districts to tailor our district with the job description presented tonight.

Brent Green asked if the basis of the consultant fee was because of the quantity which need to be completed. The response was yes.

Debra McAlahney-Dodson said she recognizes this is a big task to upgrade the job descriptions. The comment was made once they are all updated then the district will do the necessary updates.

Dr. Bernard approved the consultant contract to achieve operational procedures.

### **Pending-c. Board Policies - Second Reading**

#### **Minutes:**

Dr. Bernard said there are 9 policies which have been brought forward as a second reading.

Debra McAlahney-Dodson said she has some very minor changes which she will give to Dr. Bernard.

Raul Rodriguez questioned the policy addressing solicitation of funds. Dr. Bernard said this would address the different school clubs and their fundraiser's. Car washes used to be allowed on campus, but no longer are. Gas stations are now usually used.

Dr. Bernard approved the second reading of the Board polices with the condition typos are corrected.

## **17. SCHOOL REPORTS/UPDATES**

### **Pending-a.**

#### **Minutes:**

Jim Goddard, Principal Greenfield High School

Mr. Goddard said staff and students have come back refreshed after their three week break. Everyone is preparing for finals which will be the last three days of the month.

The master schedule is being prepared for next fall. The schedule needs to be completed as soon as possible to determine if any additional teachers are needed. If so, we want to make

sure we hire the best.

Winter sports are well under way. Mr. Goddard said he is impressed with the many athletes, there are very few ineligible.

Collaboration days have been a plus for the teachers. It is very valuable working together, everyone is coming together. Mr. Goddard said he has pulled information together on each student so teachers can review the individual students data on one sheet.

They are looking at evaluating and realigning students based on their academic achievement. STAR testing is coming soon, we will start promoting the testing by having it on the marquee at Greenfield High School and get word out to the public.

We are looking to have a Career Center for career planning at the Greenfield High School library by fall of next year.

Raul Rodriguez asked if there had been an awards banquet for football. Mr. Goddard responded there had been one for football as well as cross country. Next year they are looking at having one banquet in which all of the athletes are in attendance. This way all of the sports would be recognized. Mr. Rodriguez asked if it was reported in the newspaper. Sean Roney responded it was not covered.

Brent Green asked if every Thursday was a collaboration day, the response was yes. The plan for tomorrow was to look at the pacing guides. Some of the plans still have a 7 period day.

They will be working within the departments in preparation for final exams and the second semester.

#### Janet Sanchez-Matos, Principal, South Monterey County Charter Independent Study Program

Ms. Sanchez-Matos stated the WASC report had been completed and was submitted to the state by December 31. She will be forwarding the WASC information to Shirley to give to the Board. They are currently waiting for the date of the WASC visit. It is usually in the spring. The report will look much different than the ones prepared for the comprehensive sites.

There is a Charter School training coming up on February 11 and 12. She is anticipating sending 2 teachers and the assistant.

They currently have 136 students enrolled with 34 on the waiting list. Students are being evaluated to see if they will be able to go back to their comprehensive site. This will allow room for those students who are on the waiting list to enroll.

Next year they are anticipating having the Charter School expanded to include K-12.

#### Bruce Corbett, Principal, King City High School

Mr. Corbett said it has been a quiet return to school after the winter break, they have not had any tardy's.

They are working hard on the WASC report. The target is to mail the report to the WASC department chair by January 21, 2011. Some of the chapters have had to be rewritten and meetings have taken place with the focus groups.

We are encouraged with the exit exam results. 52% have passed in math and 44% passed in English. The increased results indicate the students are taking the testing seriously.

Athletically speaking it has been slow in hiring coaches, we want to make sure we have the best. Hopefully we will be able to retain the coaches we hire.

Brent Green asked if the teachers were reviewing the school plan during their collaboration time.

The response was the student information is loaded into the program and instant benchmark results will be provided for students. It will come back electronically. This will be a much quicker process and provide more workable information. The hope is to have the information up and running by the end of the month.

Rita Tavernetti asked about the weight room, and if the appropriate safety training has been given and systems in place for the students. Mr. Corbett said it is anticipated to have everything in place by the first of February.

Carolyn McCombs, Consultant/Principal, Portola/Candy Butler Continuation High School

Ms. McCombs said she appreciates working with the students, they have a lot of potential. She would like to restore structure and encourage higher expectations.

They are currently evaluating students to determine which ones are able to return to their comprehensive school and which students will be graduating. They want to make sure the students have met all of their requirements and met with the respective campus.

They are planning for the students who will be returning for next semester and any new students.

There will be a graduation program. Ms. McCombs said she is trying to make the school a more inviting environment. She is working on establishing a library in the office and would be grateful for any appropriate magazines or books for their library. Ms. McCombs said they would also like to have the doors painted at the continuation school.

She is working on completing the WASC report in the next two weeks.

Debra McAlahney-Dodson asked about the program the district had purchased some years ago for credit recovery. Dr. Bernard said, after some investigation, it was determined the program was purchased in the 2007-08 school year, and the contract was for only one year. The district has contacted five or six companies and those have been narrowed down to 2 which are being evaluated. One of the programs has an assessment program, the other does not but is cheaper, one of the companies is located in the county, and one would give us a grant.

Dr. Moirao is doing an in depth analysis and it is anticipated a decision will be made by the end of the month.

Dr. Bernard said the new flooring was installed in the restrooms at the continuation high school during the winter break.

Debra McAlahney-Dodson asked how the community could be informed the school was accepting donations for paint.

Dr. Bernard said John Sims would be the contact person.

The comment was made, furniture would also be appreciated.

Dr. Moirao said the collaboration time at the Charter School is on Friday's at 8:00 A.M.

Raul Rodriguez asked if the board would be receiving more study sessions. He also asked if parent conferences are taking place at the high school level.

Dr. Bernard said there is a district board policy which states academic conferences can be conducted but only if the parent makes the request. Dr. Bernard said he would check into the request.

Brent Green said he has received complaints about our school calendar not matching the feeder schools calendar, which has created problems with families taking vacations. Dr. Bernard responded that is something he will be working on with the feeder districts. Last year, because

of the past contract, we did not have any options.

**18. FUTURE AGENDA ITEMS/MEETING DATES**

**19. SIGNING OF PAPERS**

**Section Minutes:**

Dr. Bernard signed appropriate papers.

**20. ADJOURNMENT (TO CLOSED SESSION, if required)**

**Section Minutes:**

The meeting was adjourned at 7:45 P.M.