

King City Joint Union HSD Minutes

**Regular Board Meeting
February 09, 2011
Wednesday, 05:25 PM
King City Joint Union High School District Office
800 Broadway
King City, CA 93930**

Created September 02, 2011 at 01:02 PM

Meeting Minutes:

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

1. OPEN SESSION 5:25 PM

Section Minutes:

Mike Foster called the meeting to order at 5:33 PM. There were not any public comments. The meeting was recessed to closed session.

2. CLOSED SESSION 5:30 PM

a.

3. RETURN TO OPEN SESSION 6:30 PM

4. CALL TO ORDER

Section Minutes:

Mike Foster called the meeting to order 6:30 PM.

5. FLAG SALUTE

Section Minutes:

Mike Foster led in the flag salute.

6. REPORT OF CLOSED SESSION ACTION

Section Minutes:

Mike Foster reported the Board supported the decision from the pre-expulsion hearing panel to expel student #13:10/11, #24:10/11, and #25:10/11 for the remainder of the 2010-2011 school year.

7. APPROVAL OF AGENDA

Section Minutes:

Dr. Bernard approved the agenda.

8. PUBLIC COMMENT

a.

Minutes:

There were not any comments from the public.

Mike Foster said he appreciates comments from the public. This is a time for the public to speak to the Board. He said he just wanted to clarify this area, the Board is not allowed to respond to questions or comments the public may be making, they can only listen. There is a three minute time for comments, Mr. Foster said he will inform any speaker when they have only one minute left.

If there are specific questions, members of the public may come forward after the meeting for clarification from himself or other Board members.

9. REPORT FROM STATE ADMINISTRATOR**Section Minutes:**

Dr. Bernard stated the Governor's budget is now out. Governor Brown is aware there are very serious financial issues and the only way to alleviate some of the problems would be if the legislature allows the continued tax increase to be placed on the ballot, and the voters approve the continued increase in taxes.

We currently have a \$1.6 million problem. Conversations will start taking place next week with CSEA and the KCJUHS Teachers Association to discuss reductions.

We need to gear up and plan for the future based on the current financial situation. Reductions will be taking place at the administrative, certificated and classified levels.

We are hoping the legislature will allow putting the continued tax increase on the June ballot and then the voters approve. We have to submit a budget to the state by June. We will not know the implications until the state has adjusted their budget and this will not take place until after school has started.

Debra McAlahney-Dodson asked, based on the gloomy budget, what are the plans to educate the community and the media about the financial situation.

Dr. Bernard said he will continue to keep the Board informed from information received from CSBA. Town hall meetings can be held if the Board was interested. He is not sure what information CSBA has sent to the newspapers. Dr. Bernard said he will be glad to share information with the media.

The most important decision to be made at this time would be for the legislature to approve to have the tax increase placed on the June ballot, there is not enough time to go through the referendum process. If the legislators do approve the measure this would be the opportunity for the community to rally promoting for an affirmative vote.

Dr. Bernard said he and Dr. Moirao met with the leadership of the Greenfield Union School District which included the State Trustee and the Interim Superintendent regarding instructional issues. The principal from Vista Verde Middle School has also met with Mr. Goddard from Greenfield High School. They displayed their willingness to work with the district.

The Form 700, which the Board and selected district staff need to complete, can now be completed on line.

Dr. Bernard informed the Board, if they needed a copy from last year to reference, to contact Shirley Laws.

10. STUDENT BOARD MEMBER REPORT

Section Minutes:

Will Green said Home Going was last week at King City High School. The senior slogan was After 100 years of Mustang pride school spirit has totally died. This was a parity to Homecoming which was 100 years of Mustang pride. School activities are still taking place during lunch time. They are planning for the prom and a movie night.

Winter sports are coming to a close and they are starting to prepare for the spring sports.

The Drama Club will be putting on a play, auditions will take place tomorrow.

11. BOARD MEMBER COMMENTS

Section Minutes:

Raul Rodriguez attended a workshop at MCOE recently regarding the budget and also met staff from Sanger.

The school district from Sanger had a lot to say on how they transformed their school in a few years. They reviewed what it was like before and after. They stressed the importance of community involvement and having the same goal. Mr. Rodriguez said, based on their information, he felt we could be there in a few years.

Mr. Rodriguez felt our students have not been provided with the best education. He said he is looking forward in doing a better job as a parent. Mr. Rodriguez added Sanger is living proof it can be done.

Mr. Rodriguez said he is interested in how the data gathering is progressing which he had requested several months ago. He is interested as to how the students are progressing toward college, average GPA, and how many students are attending Hartnell. He felt the district has data available which may not be used.

There is a SAT prep class at Greenfield High School which his son is very excited about. Mr. Rodriguez hopes strategies are being developed to improve some of the areas as a result of the Healthy Kids Survey.

Mr. Rodriguez noticed a coach and another teacher hugged each Greenfield High School graduate last year during the graduation ceremony. He also noticed there were not a lot of faculty attending the ceremony. He felt graduation is an important event and staff should attend.

Debra McAlahney-Dodson said she would like to expound on the comment Mr. Rodriguez made regarding data. He has requested this data numerous times. She felt it was important to establish strategies to meet the goals.

The suggestion was made to have a study session once the information is available.

Brent Green said he attended a CSBA Board Governance training session which included human resources last weekend in Millbrae and felt it was an informative session.

Mr. Green said he had another commitment this evening at 8:00 PM and will need to leave early if the meeting is not over.

Mike Foster said the next board meetings will be dealing with hard financial times. We need to stay focused on student achievement. We need to be clear of the goal and focus on the mission statement regardless of the state finances.

12. EMPLOYEE ORGANIZATIONS

Section Minutes:

There were not any comments from the employee organizations.

13. CONSENT AGENDA

a. Approval of January 10, January 11, and January 12, 2011 Board Minutes

b. Approval for Contract with CPRS for Fixed Asset and Inventory Control

c. Approval for Greenfield High School Students to Attend UCSC Field Trip

Minutes:

Dr. Bernard approved the consent agenda.

14. CONSENT ITEMS REMOVED FOR COMMENTS/QUESTIONS

Section Minutes:

There were not any items removed for comments or questions.

15. INFORMATION ITEMS

a. Review of 2009-10 Audit Report

Minutes:

Bill Williams, from Vavrinek, Trine, Day & Co., LLP thanked Linda Grundhoffer for the advanced information, it was a tremendous help and expedited the audit.

The audit covers the 2009-10 school year which ended in June 2010. Mr. Williams pointed out there is mention of going concern noted on page 2 of the audit. He recommended the Board review pages 4 through 10 which is an overview of the audit. These pages are a highlight as to how the district ended.

Page 13 is the financial statement and covers the major funds. The largest change is the special reserve capital fund and the loan. The total loan was in the amount of \$14 million. The District received \$9 million in 2009. Page 52 of the report reflects the budget which includes the loan.

The I-Bank is intercepting the debt payment. The debt does not show up in the funds, just the pay backs.

The ASB and cafeteria accounts were specifically reviewed for fraud. This is an area in other districts in which issues were discovered. Mr. Williams said these accounts are being funneled through the district and nothing critical was noted at this point.

The cash flow is a huge issue with every district, districts are losing students. Mr. Williams said the main issues they see, as auditors, is Boards need to work with superintendents and the unions need to trust the business department, trust is the key.

There needs to be trust, working together, and having faith with the information from the financial department. His firm will continue to audit the district with direction from the State Controller Office.

He thanked Linda Grundhoffer and the sites for their cooperation and commended them on the information.

Debra McAlahney-Dodson asked what internal controls were going to be sent in place regarding the audit findings.

Mr. Williams said the district did respond to the current year. Some ASB internal controls have already been put in place.

Dr. Bernard said to keep in mind the audit was for the 2009-10 school year, each site had control of ASB until the 2010-11 school year. Linda Grundhoffer added most of the issues which had been cited in the audit have been addressed and corrected, but added the audit needed to address the issues which occurred during the 2009-10 school year.

Mike Foster asked if Ms. Grundhoffer could complete a report of the corrections which have been made.

Dr. Bernard stated ASB has now been removed from the sites. We are still dealing with issues from the past.

Brent Green commented there used to be 50 findings and now are down to 8.

b. Revenue and Expenditure Report from July 1, 2010 to January 31, 2011

Minutes:

Linda Grundhoffer said this as well as the cash flow are reports the Board receives on a monthly basis.

Brent Green asked about the \$2 million draw on the loan. Ms. Grundhoffer said she had held out as long as she could, but the district needed the money. Our money is being held at US Bank.

Mr. Green asked why the loan is \$14 million when we originally asked for \$13 million. Ms. Grundhoffer said there were fees attached to the loan and some of the money had to be kept in reserve. Only \$13 million is at our disposal. We have used \$7 million of the \$13 million loan.

Dr. Bernard said the state did not have the money to loan us, we went through the infrastructure bank. Greenfield High School was used as collateral, and we are doing a lease back on the loan for 20 years. By the time we pay off the \$13 million loan we requested we will have spent \$23 million. It is very different from other districts because they received their loan from the state, ours came from the I-Bank and the interest rates are higher.

Dr. Bernard said he wanted to acknowledge the excellent working relationship between the District and both CSEA and KCJUHSOTA.

Dr. Bernard also wanted to acknowledge Linda Grundhoff. Members of the bargaining units have met with her and they know she is communicating accurately and trust her.

c. Cash Flow Report from July 2010 through January 31, 2011

Minutes:

This item was covered under the revenue and expenditure item.

d. WASC Report Update

Minutes:

King City High School

Bruce Corbett said their WASC report has been completed and is at the printers. They will be giving it their final review tomorrow when they are in their focus groups. The WASC team will be arriving on Sunday, February 27 and complete their visit with an exit meeting on Wednesday,

March 2.

Mike Foster asked what has taken up the majority of their time in preparing for the WASC visit. Mr. Corbett said the challenging part is from the community and gathering the data. They had to show recommendations from the information they have been working on.

Debra McAlahney-Dodson asked when the report would be available. Mr. Corbett said it should be back from the printers in approximately 4 days. He added each Board member would receive a copy.

Portola-Butler Continuation High School

Carolyn McCombs said their WASC visit will take place on Wednesday, February 23 from 8:00 AM to noon. Because of the size of the school the visit will be shorter than at a comprehensive site. A report would be available for the Board.

South Monterey County Charter Independent Study Program

Janet Sanchez-Matos distributed a copy of their WASC report to the Board. She said it has been through the third review. Their WASC review will take place on Tuesday, March 8 from 8:00 AM to 2:00 PM. A staff member from the San Jose Unified School District will be making the visit.

The individual will be meeting with students, staff, parents, and doing observations. Because of the type of school it is a shorter visit.

Mike Foster thanked Ms. Sanchez-Matos for her WASC expertise.

e. Board Policies - First Readings

Minutes:

Dr. Bernard said these policies are being presented as a first reading.

f. BP/AR 6163 - Student Use of Technology

Minutes:

Cristina Jimenez said these are guidelines for students and the district to be in compliance, and meet the requirement to continue receiving the E-Rate grant.

Raul Rodriguez asked if there is a policy which addresses students using their cell phones as cameras.

Ms. Jimenez said this is covered under cyber bullying as well as other media communication.

Debra McAlahney-Dodson asked if the policy covered the area if one student posts anything against another student.

Mike Foster asked if the Student Use of Technology board policy could be included in the Friday update to the Board.

Dr. Bernard responded yes.

16. ACTION ITEMS

a. Approval of King City High School Safe Schools Plan

Minutes:

Mike Foster asked Mr. Corbett what the time line was for approval of the plan.

Mr. Foster said the plan was similar for both schools, and he especially liked the goals which Greenfield High School included. He asked if King City High School could do the same.

There was a question about Board Policy 4158 addressing employees and the use of pepper spray and if it had been used in the past.

Mr. Corbett said the plan is a generic process from last year.

Dr. Bernard said this is an old policy which has not been reviewed.

Mr. Foster commented in general the plans are very thorough. He asked if everyone knows their specific role, who is the communication team, and what are they going to do.

Bruce Corbett said faculty is aware of their positions and what they need to do. They have been given assignments and worked through their drill.

Mr. Corbett added, law enforcement and the emergency team are the ones who really take charge. Mr. Foster said he just wanted to make sure staff is aware of what they need to do before law enforcement arrives on the scene. Mr. Corbett added, Eric Olsen placed an emergency listing process at the same location in each room. Mr. Foster said he just wanted to make sure there was a standard location. Mr. Corbett said John Sims had developed the chart which was placed in each room.

Debra McAlahney-Dodson asked if the emergency responders have been advised and changes reviewed in the plan with staff. Mr. Corbett said they are aware of any changes. Ms. McAlahney-Dodson suggested keeping them involved in the process.

Dr. Bernard reminded the Board the SRO is part of the school team. He also added he is setting up a School Law Enforcement Partnership Meeting in the next several weeks with the site administrators and the Chief of Police from King City and Greenfield.

Dr. Bernard said he will address the pepper spray issue in the board policy. Any use of pepper spray would need approval from him, and at this point he would not be approving the use of it.

b. Approval of Greenfield High School Safe Schools Plan

Minutes:

Mike Foster said he especially liked the safety plan goals. He asked how often this is reviewed. Janet Sanchez-Matos said it was reviewed and approved through the School Site Council. She added the goals have been reviewed regarding the key findings and resources are being tapped. She added a similar survey will be administered at the end of school.

Brent Green asked if the School Site Council is involved in putting this information together. Ms. Sanchez-Matos said it started at the beginning of the school year with staff, input from department meetings, and then presented to the School Site Council for review.

They have worked on the lock and cover, fire, and earthquake drills. Ms. Sanchez-Matos thanked King City High School for allowing the drug sniffing dog to come to their campus.

Mike Foster asked what the emergency supply backpack was that was mentioned in the plan.

Ms. Sanchez-Matos said there is a back pack in each classroom which has emergency supplies such as bandaids, gauze, etc. She added each room is being reviewed to make sure the backpack is filled with the proper supplies.

Mike Foster asked if there is an evacuation is there procedures for teachers to take roll, will they have a roll call sheet. Janet Sanchez-Matos said teachers were told they would have to take roll.

Mr. Foster suggested a statement about a roll call sheet included in the instructions. Mr.

Goddard said it will be included. Dr. Bernard suggested this same statement should be included in the King City High School Safe School Plan.

Debra McAlahney-Dodson asked if all of the areas which are addressed in the Healthy Kids Survey and goals are included in the school safety plan. Mr. Goddard responded no, it does not need to address all of the areas.

The question was asked how often the Healthy Kids Survey is completed. The response was every two years.

Mike Foster asked if King City High School would also include a goals sheet in their Safe School Plan. Bruce Corbett said he would inform Eric Olsen.

c. Renaming of Continuation High School

Minutes:

Dr. Bernard said the recommendation for renaming the continuation high school is Portola-Butler, the office will be named the Candy Butler Administrative Office. A brass plaque in honor of Candy Butler will be placed in the administrative office.

Dr. Bernard said he wanted to acknowledge the students who suggested Portola. He also wanted to recognize Candy Butler and did not want to ignore her influence on students.

Dr. Bernard said he also wanted to acknowledge the Board members who attended the meeting in which the public had an opportunity to express their concerns regarding the name change and appreciated their assistance in the name change. He also acknowledged the relatives of Candy Butler that were in attendance this evening.

Dr. Bernard said, the Board at the time Los Padres was renamed Candy Butler Continuation High School, had not followed their existing board policy.

d. Consider Electing a Representative to the 2011 CSBA Delegate Assembly

Minutes:

Dr. Bernard said there is information for the Board on the two candidates. The Board may recommend in favor of one candidate or submit a write in. It is open for conversation.

Mike Foster said there are bios on each of the candidates, his recommendation is to vote for Kathryn Ramirez based on the information she submitted on her biographical sketch and her stance on funding.

Debra McAlahney-Dodson commented the candidates seem to be Salinas centered, but added she did not know the history of the position and representation.

Mike Foster commented, to be elected for this position, the individual would need to work more than on a school board. Region 9 is larger than just Monterey County. This person would be an advocate for the entire region.

Raul Rodriguez said he had worked with Kathryn Ramirez in the past.

Debra McAlahney-Dodson said she does not know enough about the candidate and not certain the purpose of the position.

Mike Foster said the delegates are part of the CSBA process.

Raul Rodriguez, Mike Foster, and Debra McAlahney-Dodson said they would recommend Kathryn Ramirez as the candidate.

Dr. Bernard approved the recommendation.

e. Approval of the District Injury and Illness Prevention Program

Minutes:

Dr. Daniel Moirao stated we are required to have a plan and program in place, which we have not had in the past. The plan covers the legal obligation to provide and maintain a safe and healthful workplace for employees.

Dr. Bernard approved the District Injury and Illness Prevention Program.

f. Approval of Revised 2010-11 Consolidated Application, Part I

Minutes:

Quentin Panek said a revision is being made at the request of CDE. The first report did not accurately reflect teachers in their core subject. The original numbers were based on the total number of periods in a day. CDE only wanted one core subject for each teacher.

The second issue was the lack of Candy Butler High School identified as a continuation high school.

Dr. Bernard approved the revised Consolidated Application Part I.

g. Approval of 2010-11 Consolidated Application, Part II

Minutes:

Quentin Panek said this is a summary of the categorical dollars used for educational purposes.

Mike Foster asked what the purpose was for the Con App. Quentin Panek responded it shows the state how the money is being spent in the district.

Dr. Bernard added this consolidates all categorical programs in to one document.

Dr. Bernard approved the 2010-11 Consolidated Application, Part II.

h. Board Policies - Second Reading

Minutes:

Raul Rodriguez said he was surprised to see the board policy addressing foster and military children. He thought they would be treated the same. He asked if the teachers are aware of this policy.

Dr. Bernard said the district now has that information. The district did not have a policy in place before. The children who are in foster care may go to many school settings in one year. The receiving district needs to be aware and provide the needs to those students.

Quentin Panek said there are only a hand full of students in the district and he attends a quarterly meeting for foster children. There may also be a CASA representative assigned to the student.

Debra McAlahney-Dodson said board policies 6173.1 and 6173.2 are a great awareness for foster and military children, and is glad the district now has a policy.

Dr. Bernard said now, with this policy in place, it should trigger for staff these students have special needs.

Deborah McAlahney-Dodson asked how the staff is aware of this. Dr. Bernard said Dr. Moirao and Quentin Panek are working with the teachers to make sure they are aware of the policy.

Dr. Bernard approved the second reading of the board policies.

17. SCHOOL REPORTS/UPDATES

a.

Minutes:

King City High School

Bruce Corbett said he would like to reference back to the Sanger visit which Raul Rodriguez referred to earlier in the meeting. The students were their focus. King City High School will be using their model to help turn the school around. Mr. Corbett said we will be acting on the data, we have not just been accumulating it. The benchmark testing addresses the standards. Mr. Corbett invited Board members to attend any meetings.

Debra McAlahney-Dodson inquired if parents and media have been informed. Mr. Corbett said Sean Roney did make a visit to the school but things have not been finalized yet. The data which has been gathered takes 2 to 4 months to review and study. Hopefully we will have something by the end of the month.

Mr. Corbett said the Assistant Principals are tracking the tardies. The percentage has dropped from 7% to 2%. They are looking at data regarding off campus lunch pass privileges and revisiting the privileges with the freshman.

Debra McAlahney-Dodson asked what the GPA requirement would be for the freshman. Bruce said currently that is not known but they are working on it.

They have met with students to evaluate the qualification for the lunch off campus privileges. They are considering increasing the GPA from 2.0 to 2.4 or 2.5. One area of consideration are the scores from the benchmark testing in English and math, 60% is considered proficient.

There are 23 additional students who have met the requirements and will be allowed the off lunch privileges.

Mr. Corbett said he has met with Mike Barbree, principal at Chalone Peaks Middle School. He has agreed to come up with a grading criteria for the 8th graders so as incoming freshman they will have a GPA which would allow freshman to have off campus lunch privileges, if eligible.

Debra McAlahney-Dodson asked about the other feeder schools if they have been contacted regarding the GPA for off campus lunch privileges. Mr. Corbett responded he will be meeting with them in March.

Portola-Butler Continuation High School

Carolyn McCombs announced 2 students have returned to Greenfield High School and 7 students have returned to King City High School. There were 6 students who graduated early, 2 of those students have enrolled in Hartnell.

They have adjusted their schedule from 90 minutes to two 45 minute sessions. The core academic subjects are focused on in the morning and in the afternoon the seniors who are behind on credits are receiving additional assistance. The goal is to have all students graduate.

They continue to evaluate different program recovery programs. They have reviewed 3 programs. The cost is prohibitive for many. Other options are still being explored.

They are looking to have speakers come in on Fridays from different occupations and colleges to broaden the students scope.

The WASC visit is scheduled for February 23. David Brown, who is the Executive Director of WASC, will be doing the review.

Greenfield High School

Jim Goddard said they are organizing a trip to UCSC on February 19 for students to tour the campus.

Mr. Goddard said he was very glad Vicky Mullin has returned.

He is working with a GHS teacher to update their website, this is an important tool for the school. He said he likes the district website and the link to their website.

Mr. Goddard said he met with the principal at Vista Verde. Vista Verde is exploring the idea of uniforms and they are expecting improvements. He is working with Vista Verde so the 8th graders feel they have a link when they come in as freshman to Greenfield High School.

He is looking at a program to recognize students for attendance, good behavior, etc. as well as STAR incentives. Student of the month has already been recognized.

He is meeting with students to see what they would like to see improved at school. He will be meeting with classes tomorrow during first and second period to stress the importance of doing well on the STAR testing and how it will impact them in the future.

He is pleased Dr. Zobel will be returning on Monday, February 14. He thanked the district for allowing Linda Benway to step in during his absence.

Mr. Goddard said he will be attending a national GEAR-UP conference the first part of next week in Florida.

Raul Rodriguez said the City of Greenfield has grants which are available to anyone. He encouraged students to apply.

South Monterey County Charter Independent Study Program

Janet Sanchez-Matos said 8 students have returned to their home school. A teacher has assisted for 2 period to help with the student overflow.

Several staff members will be attending an Independent Study Conference in Ontario, California starting tomorrow. The purpose of the conference is to make sure we are in compliance.

The STAR testing schedule is being developed. The testing period is from April 14 to May 23.

Their WASC review will be taking place on Tuesday, March 8.

18. FUTURE AGENDA ITEMS/MEETING DATES

Section Minutes:

Mike Foster announced there would be a Special Board Study Session on February 22, 2010 at the District Office.

The next regular board meeting will be held on March 9, 2011 at the Greenfield High School Library.

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 8:23 P.M.