

# *King City Joint Union HSD Minutes*

**Regular Board Meeting  
April 20, 2011  
Wednesday, 05:25 PM  
King City Joint Union High School District Office  
800 Broadway  
King City, CA 93930**

Created September 06, 2011 at 10:38 AM

---

## **Meeting Minutes:**

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

Excused Absence: Rita Tavernetti

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

### **Section Minutes:**

Mike Foster called the meeting to order at 5:31 PM. There were not any comments from the public. 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 at 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 said the recommendation was to support the expulsion for student #28:10/11 and the stipulated agreement for student #30:10/11.

## **7. APPROVAL OF AGENDA**

### **Section Minutes:**

Mike Foster said he would like to remove Items C, D, F and G from the consent agenda for further discussion.

## **8. PUBLIC COMMENT**

a.

### **Minutes:**

There were not any comments from the public.

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

### **Section Minutes:**

Dr. Bernard said he wanted to acknowledge Dr. Daniel Moirao and site administrators on the testing process. The state gave us a window for the testing, the material was received only a few days before the testing, there was not a lot of preparation time. Everyone stepped up and organized the testing material for the students.

The State continues to have budget problems.

Dr. Bernard stated he just received information from the Legislative Analyst's Office of a possible oil extraction fee to rescue education as a ballot initiative that would apply a 15% fee on the value of each barrel of oil extracted in the state. The anticipated increase in revenue would be approximately \$2 to \$3 billion per year.

Dr. Bernard distributed the last 4 sections of the FCMAT report to the Board. There has been discussion with FCMAT regarding the accuracy of the report, as a result they have enhanced some scores.

When the next review takes place, in approximately 6 months, the district will be taking more of a lead with the factual information. It seems all of the information which had been gathered was not always reviewed by the FCMAT team. The district will be reviewing the standards and evidence, and then answer questions.

He was invited by the Grand Jury and other South County Superintendents last Thursday to discuss the concept of unification and joining a JPA with other districts which would allow sharing services which could result in cost savings. There will be a report of the findings at the end of the year.

We will be having district advisory committee meetings for fiscal, technology, and facilities. Dr. Bernard said he, Linda Grundhoffer, Cristina Jimenez, and John Sims will be included in their individual areas. There will be a principal, a member from the labor organizations as well as individuals from the community serving on the committees.

Brent Green said he would be interested on serving on the fiscal committee.

Raul Rodriguez asked why we came up on the radar with the Grand Jury. Dr. Bernard said this is a Civil Grand Jury. A comment was made by an individual from the community about jobs being lost and the question arose inquiring if districts can share their services such as mechanics, groundskeepers, etc. with each other. The question focused on the districts in South Monterey County since they compose 47% of the student population.

Other questions were asked of him by the Grand Jury regarding the role of the State Administrator and why one was assigned to the district.

Debra McAlahney-Dodson asked if MCOE would run the shared resources. The response was it would be run by the districts.

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

### **Section Minutes:**

Will Green was participating in a band concert and was not available to give a report.

## **11. BOARD MEMBER COMMENTS**

### **Section Minutes:**

Raul Rodriguez said he and Mike Foster visited 4 classrooms and the former auto shop at Greenfield High School. He discussed the auto shop with Mr. Goddard to get ideas as to how the facility can be utilized again.

He had lunch in the cafeteria and was pleased with the quality and taste of the meal. He also visited one of his son's classes. Mr. Rodriguez asked his son who was his most effective teacher, who he enjoyed the most and learned from. His son commented if all teachers were like the teacher in this class all students would learn. He added he will be visiting more classrooms during the course of the year. This is a great opportunity to see the school in action and speak to the students.

Brent Green announced he would be leaving around 7:00 PM to observe his son participating in the band concert.

Mike Foster said he saw some great teaching and talked to Mr. Goddard regarding the auto shop facility space. Mr. Goddard had some good ideas, one being inquiring if it could be incorporated into ROP. It is important to keep students interested in continuing to attend school. Mike Foster added he too felt the lunch was tasty.

Mr. Foster asked the Board Members to think about continuing to use the laptops and the CSBA Agenda on line or if they would like to have a hard copy of the board packet. A decision can be formalized at the May regular board meeting.

Dr. Bernard said Cristina Jimenez is looking at other agenda on line resources. He added we may be able to find a program in which the packet can be scanned and then put on our website.

## **12. EMPLOYEE ORGANIZATIONS**

### **Section Minutes:**

There were not any comments from the employee organizations.

## **13. CONSENT AGENDA**

**a. Approval of March 9, March 22, and April 11, 2011 Board Minutes**

**b. Approval of Personnel Report Dated April 20, 2011**

**c. Approval of Resolution #13:10/11 Proclaiming and Honoring California Day of the Teacher, May 11, 2011**

**d. Approval of Resolution #14:10/11 Proclaiming and Honoring Classified School Employee Week, May 16-22, 2011**

**e. Approval of Mission Trails ROP JPA for 2011-2012**

**f. Approval of Contract with Anne Stone and the KCJUHS**

**g. Approval of Contract with Facility Inspection Services**

**h. Approval for the Greenfield High School Seniors Attending Senior Grad Nite at Disneyland on Thursday, June 9, 2011**

**i. Approval for Greenfield High School Students Attending the Prom on Saturday, May 21 in Alameda on a Yacht**

**j. Approval for the King City High School Seniors Traveling to Magic Mountain for Grad Nite on June 9, 2011**

**k. Approval of School Bus Driver Job Description**

**l. Approval of Custodian Technician Job Description**

**m. Approval of Mechanic/School Bus Driver Job Description**

**n. Approval of Groundskeeper Job Description**

**o. Approval of Head Custodian Job Description**

**p. Approval of Maintenance Worker Job Description**

**q. Approval of School Office Assistant Job Description**

**r. Approval of Student Services Technician Job Description**

**Minutes:**

Mike Foster said he would like to pull items C (honoring California Day of the Teacher), Item D, (Proclaiming and Honoring Classified School Employees), Item F, (Contract with Anne Stone), and Item G (Contract with Facility Inspection Services) for clarification.

Dr. Bernard approved the items on the consent agenda excluding C, D, F, and G.

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

**Section Minutes:**

Dr. Bernard said items C and D are resolutions proclaiming and honoring the day of the teacher and classified school employee week. This is an annual recognition.

Item F is an agreement with Anne Stone. Last year the agreement with her was to establish a model to allow the district to make the necessary reviews for Special Ed students and to make sure we are meeting all of the requirements. Dr. Bernard said we now want to tweak the program and she will provide the training. All of the staff involved with Special Ed will be attending the training and determine the best plan for implementation.

Mike Foster asked if the Facilities Inspection Tool applies to the Williams Act.

John Sims said every year we have to perform a facilities inspection. This agreement would allow Mr. Newmann to do a more thorough inspection of every classroom, and greatly assist Mr. Sims in the Williams reporting.

Dr. Bernard approved items C, D, F, and G from the consent agenda.

## **15. PUBLIC HEARING**

### **a. Tier III Expenditure Funds - Adopting the 2011-12 Use of Categorical Flexibility Funds**

#### **Minutes:**

Mike Foster opened the public hearing at 6:48 PM, there were not any comments, the public hearing closed at 6:48 PM.

## **16. INFORMATION ITEMS**

### **a. Board Report from July 1, 2010 to March 31, 2011**

#### **Minutes:**

Linda Grundhoffer said the board report and cash flow are normal reports. We are doing pretty well on cash.

Brent Green commented the April property taxes are not in yet, so there may be some assistance there. Ms. Grundhoffer said she is hoping not to have to draw from the full \$2 million in the spring.

Green asked about the hits the district may be receiving. Ms. Grundhoffer said there will be some, but we don't know what they may be, an example is the bill back from MCOE for Special Ed, they are currently behind on their billing. Mr. Green asked if allowances are made for these unexpected costs. Ms. Grundhoffer responded yes.

### **b. Cash Flow Report from July 1, 2010 to March 31, 2011**

#### **Minutes:**

Linda Grundhoffer covered this item under the Board Report.

### **c. 2009-10 Physical Fitness Testing Results**

#### **Minutes:**

Quentin Panek said he printed out 4 summaries by gender and overall summary reports for GHS and KCHS. He suggested the PE teachers review the information for next year.

Mike Foster noted the state goal for students are to pass 5 of the 6 healthy fitness zones. Mr. Panek added to keep in mind this report is for the 2009-10 school year.

Mike Foster asked if a report could be compiled over the last several years to show a comparison as to how the students are performing. The comment was made once the information is gathered maybe it could be included in the Special Board Study Session scheduled in May addressing student achievement.

Mr. Panek said he will prepare the information.

### **d. Williams Facilities Quarterly Report**

#### **Minutes:**

John Sims distributed a current listing of the Williams Act items. Each year the Williams team visits the district, during the course of the year items are updated. Each year the classrooms are visited and evaluated. The school is given a percentage rating. Mr. Sims said he was absent when the visit took place earlier in the year, as a result the schools received a fair

rating. Upon his return he was able to review the report with the Williams team and the scores were increased from fair to good. The report gives the percent rating for the schools.

In the past there had been money from the state to accomplish the larger tasks, now the money is on hold and other grants are being pursued. Deferred money which had been used in the past are no longer available. Some of the same items were on last years report. The roof repairs and gym repairs at KCHS are slated to be done over the summer.

Debra McAlahney-Dodson said there are some items on the list which seem could be accomplished quickly. Mr. Sims responded the day to day requests on his staff consumes their day. A lot of the projects can be accomplished during the winter and spring breaks.

Dr. Bernard commented there are some things which need cooperation from the teachers, such as the daisy chain of electrical cords.

Debra McAlahney-Dodson said she felt safety issues such as securing book cases to the wall should be done as soon as possible.

Dr. Bernard said with the reorganization there will be no excuse for some things not being accomplished.

Raul Rodriguez asked if all of the classrooms have drinking fountains. The response was they are at the elementary level, but not high school. Mr. Rodriguez asked if the couches in some of the classrooms had been purchased by teachers. John Sims responded some of them had been inherited and others brought them in. The Read 180 Program suggested having couches because it made a more conducive learning environment. Mr. Sims said he is trying to work through this issue.

Janet Sanchez-Matos added this information is used for the SARC report and is public knowledge. The FIT individual gives another set of eyes. Sometimes we get acclimated to our environment.

## **e. Board Policies - First Reading**

### **Minutes:**

Mike Foster said he had a question on AR 4118 under mandatory leave of absence. Dr. Bernard responded if an individual has been charged with a mandatory leave of absence the individual may be disciplined in different ways.

Mike Foster asked if the area could be clarified. Dr. Bernard responded it can be brought forward at the second reading.

## **17. ACTION ITEMS**

### **a. Approval of Seniority List for Classified Employees**

#### **Minutes:**

Dr. Bernard said a seniority list is done annually when there is going to be a layoff, the list is important in the layoff process.

Dr. Bernard approved the classified seniority list.

### **b. Approval of Surplus Equipment**

#### **Minutes:**

Cristina Jimenez said these surplus items can be sold for 5 cents a pound.

Debra McAlahney-Dodson asked what the criteria was for items to be considered surplus. Ms. Jimenez said the technology equipment is no longer compatible, it is outdated and if used would freeze up the current equipment if used. Four pallets were items left over from the last recycle campaign.

Ms. McAlahney-Dodson asked how much money we would get for the surplus. Ms. Jimenez said last year we receive \$125.00 for the pallets we submitted. This program is easier because the company comes in and picks up the equipment.

Dr. Bernard approved the surplus of equipment.

### **c. Approval of CSEA School Calendar for 2011-2012**

#### **Minutes:**

Dr Bernard said the calendar is a little different and reflects local holidays and in lieu day. There are non work days in which students and school year classified staff will not be working.

Dr. Bernard approved the 2010-11 CSEA school calendar.

### **d. Approval of Resolution 15:10/11 Adopting the 2011-12 Use of Categorical Flexibility Funds**

#### **Minutes:**

Linda Grundhoffer said the legislators like to see how the flex plan is being used. The safety money continues to go towards the SRO, the Staff Development money is used for the Buy Back Days.

Mike Foster asked how long we will be able to use the categorical flexibility funds. Ms. Grundhoffer said the time has been extended past 2012-13 for 2 more years. She added the district will need to know in advance when the state will no longer allow the flexibility so districts can plan ahead.

Dr. Bernard approved Resolution 15:10/11.

### **e. Approval of the Rejection of Claims**

#### **Minutes:**

Linda Grundhoffer said 2 claims have been submitted to the district for damages. Risk Management is investigating the claims, therefore the request is being made to deny the claims.

Dr. Bernard approved the denial of the 2 claims.

### **f. Approval of Resolution #16:10/11 Layoff of Classified Staff**

#### **Minutes:**

Dr. Bernard said the district is reorganizing the MOTF Department and the clerical staff at the school sites. Dr. Moirao has met with the staff affected and staff who may be bumped. This reorganization will be providing a more efficient district as well as being a cost savings. Affected staff will be receiving letters tomorrow as well as applying for the new positions. The interview and selection process will start after the final filing date.

Dr. Bernard approved Resolution #16:10/11 Layoff of Classified Staff.

## **g. Approval of Board Policies - Second Reading**

### **Minutes:**

Raul Rodriguez inquired if teachers are aware of the board policy regarding profession standards. Dr. Bernard said in the May payroll letter to all employees, a listing of all of the policies which have been approved for the month are listed.

CSEA establishes the standards for classified employees, CTA for teachers and CDE for administrators.

Dr. Bernard approved the board policies second reading.

## **18. SCHOOL REPORTS/UPDATES**

### **a. Site Reports**

#### **Minutes:**

##### King City High School

Bruce Corbett said they are trying to close out the school and preparing for 2011-12. The STAR testing has been completed, the testing represents what has been learned. The Master Schedule is being finalized. It appears they will bring back journalism and the yearbook next year. He said just as much importance is placed on the benchmark results, 100% of the faculty are on board with the benchmark testing. Teachers will start focusing on the weaknesses for next year.

This afternoon Mr. Corbett said he used our new Alert Now automated message system announcing spring break. He added if parents see a 411 call on their phones it is coming from the school.

Mike Foster asked if he found the system easier to use. Mr. Corbett said the old system took 4 or 5 hours to notify parents. Alert Now will notify all of the parents in approximately 7 minutes.

Debra McAlahney-Dodson asked if there is a charge for each call. Ms. Jimenez responded it is unlimited calling and the program will also create surveys.

Mr. Foster asked if it was web based, Ms. Jimenez responded yes.

Mike Foster asked if the after school tutoring started this week. Mr. Corbett responded there are currently 15 students attending.

Mr. Corbett said next year they will be screening students who need academic referrals, not only discipline. The goal is to intervene sooner. Debra McAlahney-Dodson asked if they are going through previous as well as current transcripts. Mr. Corbett responded yes. Mr. Corbett said they need to be more pro-active.

Raul Rodriguez added a month ago he visited Mr. Corbett and Mr. Olsen and was introduced to the Results Room. Mr. Rodriguez said it was good to see how they have implemented the system, and show adjustments. Mr. Rodriguez said it is great having the information immediately available to teacher.

Mr. Rodriguez said he noted the current enrollment at KCHS is 873, which seems low. Mr. Corbett said this is the time of year when students are in and out and the numbers fluctuate. Dr. Bernard said this will be taken into consideration when planning the master schedule.

Debra McAlahney-Dodson said it seems there is a significant drop in enrollment from past years. She suggested this may be included in the next Board study session. She also asked to have a demonstration of the Results Room. Mr. Foster added it is great the data which has been gathered is now being utilized. Mr. Corbett said they are grouping students and alter students instruction if necessary.

Mr. Foster inquired if the teachers got involved with benchmark results. Mr. Corbett said teachers are much better at it, the system is much better in providing the results, more user friendly.

Dr. Bernard commented on the question regarding declining enrollment. He reminded the Board a lot of KCHS students have been referred and are now attending Portola-Butler Continuation High School. The numbers have drastically increased for the continuation high school.

Debra McAlahney-Dodson said, as a Board member, her concern would be if the students just dropped out and appreciated the reminder of the students referred to Portola-Butler Continuation High School. Dr. Bernard added this could be included in the May Board study session.

### Portola-Butler Continuation High School

Carolyn McCombs said they had 10 students graduate at the 3rd quarter. Four of those students still need to pass the CAHSEE. Seven students were from KCHS and 3 from GHS. They are working on providing space for 5th year seniors.

They had representatives from Hartnell College, Healds Business College, and Carla Ackerman speak to the students.

There will be a total of 17 graduates, 7 from GHS and 10 from KCHS. The decision is to have one ceremony on Wednesday, June 15 at 5:30 PM. They are looking for alternative avenues for students who are 18 and not graduating. Currently there is CET and Soledad Adult School which maybe a better fit for these students.

They are moving forward making sure students are accurately placed. They should have a full schedule by Memorial weekend and room assignments. After the CST test results are known minor adjustments can be made. She thanked Janet Sanchez-Matos for her assistance in the testing.

She talked to the custodian staff regarding the spring break projects.

### Greenfield High School

Jim Goddard announced The Scholarship Banquet at GHS is scheduled on Thursday, May 12 at 6:30 PM.

They had their student taste testing event on April 4 and 5 and felt it went very well. Most of the surveys were very positive, fewer parents are dropping off lunches.

Mr. Goddard said there was an emergency last week in a classroom and the Greenfield Emergency Team responded promptly to the student who had collapsed. He felt their quick response may have saved the life of the student. Mr. Goodard said the Alert Now dial up system is great. They were able to contact the parents of students who were in that particular class offering counseling services and providing an update on the status of the student.

Mike Foster asked if the students were debriefed. Mr. Goddard responded yes. They offered counseling to those students who requested it. He commended the substitute teacher for their immediate action.

Janet Sanchez-Matos said Extreme Learning has been contracted to provide tutoring due to the fact GHS is in year 5 as a Program Improvement school. The representative for Extreme Learning resides in Greenfield, which is an asset to the school. Forty students have been

enrolled in this computer based program. The enticement for the students is when they complete the 18 hours they are able to keep their laptop. This is a 24/7 tutoring program.

Mr. Goddard said he attended a WASC visit last week.

The GHS office will be open from 8:00 AM to 12:00 noon Monday through Thursday during spring break.

#### South Monterey County Charter Independent Study Program

SMCCISP currently has 130 to 135 students with 19 on a waiting list. She has met with all of the seniors and those have been informed who have not passed the CASHSEE.

Their graduation ceremony is scheduled for Thursday, June 16 at 6:00 PM or 6:30 PM at the GHS Student Union. They are looking to expand the program for next year to include lower grades.

Their WASC report is still pending, it is anticipated the results will be known by the middle of May.

Debra McAlahney-Dodson asked if there were students attending who are enrolled in the Cal Learn Program, this is a program for pregnant teens. Janet Sanchez-Matos responded that question is not part of their intake process.

Raul Rodriguez said, as a Board, they receive invitations to attend the graduation ceremonies. He felt it would be nice to formally invite staff to attend the ceremony as well.

## **19. FUTURE AGENDA ITEMS/MEETING DATES**

a.

## **20. SIGNING OF PAPERS**

### **Section Minutes:**

Dr. Bernard signed appropriate papers.

## **21. ADJOURNMENT (TO CLOSED SESSION, if required)**

### **Section Minutes:**

The meeting was adjourned at 7:52 PM.