

Dixon Unified School District
Special Meeting of the Governing Board

March 5, 2014

3:00 p.m. – Dixon High School Career Center, 555 College Drive, Dixon, CA 95620

Minutes

GENERAL INFORMATION

The Dixon USD Governing Board meets on the Second and Fourth Thursday of each month at 7:00 p.m., in the Dixon City Council Chambers located at 600 East A Street unless **otherwise noted above**. (Other meetings may be scheduled as necessary.)

The agenda is divided into four main sections:

- **CONSENT CALENDAR** – These matters typically include routine financial or administrative actions. Any item on the consent calendar may be pulled by the board or a member of the public to be discussed separately upon request. Consent items are usually approved with a single motion.
- **INFORMATION ITEMS** – These items are for information only and do not require any action by the Board. They are written unless otherwise noted on the agenda, e.g., oral.
- **DISCUSSION ITEMS** – This section is usually reserved for the First Reading of policies or Revised Policies. Other topics may also be discussed.
- **ACTION ITEMS** – These include significant policy, administrative, and financial matters, are classified by department, and will usually be acted upon individually.

An opportunity is provided for members of the public to speak on any item on the agenda at the time that item is addressed. In addition, there is a time for the public to speak on items that are not on the agenda. Speakers are allowed five minutes and are asked to complete a public comment form prior to the start of the meeting. (See Board agenda item, PUBLIC COMMENT.)

District Mission

We believe all students can learn. Therefore, it is our collective responsibility to ensure that all students do learn, grow, and succeed.

Focus Areas for 2012-2013 include;

1. Increase Student Learning
2. Improving the Learning Environment
3. Increasing Parental Involvement
4. Managing our Resources Effectively
5. Building Confidence in District Leadership

Governing Board

Guy Garcia, President

ggarcia@dixonusd.org

Caitlin O'Halloran, Vice President

caitlin.ohalloran@dixonusd.org

John Gabby, Clerk

john.gabby@dixonusd.org

Joe DiPaola, Member

jdipaola@dixonusd.org

Andrew Bloom, Member

andrew.bloom@dixonusd.org

Brian Dolan, Superintendent

Secretary to the Board

bdolan@dixonusd.org

Schools

Anderson Elementary School

(707) 693-6360

Tremont Elementary School

(707) 693-6320

Gretchen Higgins Elementary

(707) 678-6271

CA Jacobs Intermediate

(707) 693-6350

Dixon High School

(707) 693-6330

Maine Prairie High School

Continuation

(707) 693-6340

Community Day School

(707) 693-6340

www.dixonusd.org

I. SPECIAL MEETING – 3:00 P.M. - The meeting was called to order by President Garcia at 3:10 p.m.

A. Pledge of Allegiance

B. Roll Call

1. Guy Garcia, President - P
2. Caitlin O'Halloran, Vice President - P
3. John Gabby, Clerk - P
4. Joe DiPaola, Member - P
5. Andrew Bloom, Member - P

II. NOTICE TO PUBLIC

Persons wishing to speak to agenda items may present their written request at this time. While the written request is optional, those making a written request will be recognized first. Persons wishing to introduce a subject not on the agenda may also present their request at this time. The Board President will recognize you for the discussion at the appropriate time. Non-scheduled agenda items will be introduced under Section IX on the agenda. Speakers will be allowed five minutes per topic.

III. INFORMATION, DISCUSSION, ACTION

A. Brian Dolan, Superintendent

1. Resolution #14-1521 of the Dixon Unified School District Board of Trustees Relative to the Reduction or Elimination of Particular Kinds of Certificated Services Resolution
The necessity to develop the Local Control Accountability Plan (LCAP) and determine the specific services that will be required in 2014-15, as well as an anticipated decline in enrollment of students necessitates the reduction of certificated staff. The resolution specifies the particular kinds of services that will be reduced and will be used in conjunction with the Certificated Seniority List to identify those employees who will receive a preliminary notice that their services will not be needed next year. Notices to the affected employees will begin to be made on March 6, 2014 if the resolution is adopted and will be completed by March 15, 2014.

The Board was concerned with LCAP and the plan and the need to keep teachers to have a successful plan. Not only do they need these teachers they need more.

The Board asked about the number of teachers compared to last year.

Mr. Dolan stated that the number this year is significantly smaller.

Mr. Dolan stated that with LCAP we are writing a three year plan and services will be part of it.

Ms. Felkins acknowledge that this is difficult and she appreciated the respectful manner. She stated that it would be nice to see what other Districts are doing. The problem with these notices is that valuable teachers will go out and find other jobs, and these are the teachers the District wants to keep. Ms. Felkins enjoyed the time teaching with her husband and he was one of the teachers in the past that was given a notice. He had to make a decision and that decision costs the District a valued teacher. The District needs to find ways to keep these valued teachers in their District.

A motion was made by Member Bloom, Seconded by Clerk Gabby to approve Resolution #14-1521 of the Dixon Unified School District Board of Trustees Relative to the Reduction or Elimination of Particular Kinds of Certificated Services. The motion was carried by the following vote:

AYES: Bloom, Gabby, O'Halloran, and Garcia

NOES: DiPaola

ABSENT:

IV. GOVERNING BOARD WORKSHOP:

Members of the Board and Superintendent Dolan will engage in a workshop related to governance practices and procedures. The workshop will be facilitated by Babs Kavanaugh.

Ms. Kavanaugh stated that the purpose of this workshop is to really talk about how the Board wants to do business.

Expectations:

President Garcia –

Handbook and understood roles

Understand each other and values

Clerk Gabby -

Define: What your role is as a Board member

- Team vs individual power
- President Garcia –
 - What is DUSD about
- Member Bloom –
 - Strengths and weaknesses of each other
 - What we bring to the table?
- Vice President O'Halloran –
 - More inclusive
 - Hearing other voices
 - Community more present at meetings
- Mr. Dolan –
 - Clear commitments of how we will work with each other
- Member DiPaola –
 - Substance over form – more important to really get to the bottom of the issues,
 - Addressing issues of kids
 - Kids come first and that needs to be the focus and needs
 - Academic achievement

Meeting Norms:

- President Garcia –
 - The Board will not cut people off, and strategically manage conversations
- Vice President O'Halloran –
 - Being respectful speaking and listening
- Member DiPaola –
 - Adopt an attitude of customer service
 - Dialog
- Member Bloom –
 - Allow for differences
- Clerk Gabby -
 - No surprises at a Board meeting
 - Culture and Climate
 - Open Communication
 - Owe each other honesty
 - Behaviors between meetings

Proud of:

- Clerk Gabby -
 - Exceptional teachers and staff
- Member Bloom –
 - Programs, AVID, Band, CAP, CAJ Workshops, etc.
- Vice President O'Halloran –
 - Higher performing kids
- Mr. Dolan –
 - Parents see the District's schools as good, safe productive places
- Member DiPaola –
 - Changes in Leadership
- President Garcia –
 - Listening
 - Hard Working

Challenges:

- Member Bloom –
 - Parent Apathy
- Clerk Gabby –
 - Concern for underperforming students
- President Garcia –
 - Parent engagement
 - Understanding if we are really seeing the results from testing
 - Academic Achievement
- Mr. Dolan –
 - Low Expectations, accepted
- Vice President O'Halloran –
 - Simply not reaching students

Leadership led as a team

To Accomplish:

Clerk Gabby –

More parent involvement

Member DiPaola –

Change the culture of the District,

Students should be college or career wired and supported

Member Bloom –

Degree should be worth something, not repeat classes at college

Mr. Dolan –

Systems well developed and in place

Culture well defined

Vice President O'Halloran –

Increase expectations with teachers, parents, community, and students

President Garcia –

Able to know what we are about and how we will accomplish that and market

Culture is that everyone wants to be here

Tools:

Set the Direction

Provide the Structure

Provide Support

Culture

Ensure Accountability

Stewards

Act as Community leaders

Roles and responsibilities:

Involved

Overstepping boundaries but active

Developing Your Governance Handbook:

Responding to Concerns of Students, Parents, Staff and Community

Mr. Dolan Needs:

Regular Scheduled Check in Conversation 1 on 1

Feedback

Support

No Surprises

Communication

Trustee Needs:

HR Director

Let the Board know if you need help

Timely Strategic Updates

Support

No surprises

Communication

Important issues bring to Board President for agenda

What we need from each other:

Communication

Next Steps:

Brown Act Training

How we want to be by the community:

Professional Organization

Effective
Approachable
Student Centered
Results Oriented Body

Strategies:

More Meetings on Campus
Complete LCAP on time
More Visible
Deliver
Communicate
Collaborate
Support
Bring it to the people
Honest feedback from parents

Final Comments:

This is a new Board and they have the chance to break down the barriers to full engagement and high levels of achievement
Superintendent Newsletter with a Board section

- V. COMING EVENTS
 - A. March 6 – LCAP Advisory Committee Meeting
 - B. March 13 – Board Meeting

- VI. ADJOURNMENT – 7:59 p.m.