

Dixon Unified School District
Meeting of the Governing Board
Thursday June 7th, 2012
Closed Session 6:00 P.M.

7:00 p.m. – City Council Chambers - 600 East A Street, Dixon, Ca 95620

Un-Adopted Minutes

GENERAL INFORMATION

The Dixon USD Governing Board meets on the First and Third 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 2011-2012 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

Irina Okhremtchouk, President
iokhremtchouk@dixonusd.org

Gil Piñon, Vice President
gpinon@dixonusd.org

Herb Cross, Clerk
hcross@dixonusd.org

Guy Garcia, Member
ggarcia@dixonusd.org

Joe DiPaola, Member
jdipaola@dixonusd.org

Brian Dolan,
Interim Superintendent
Secretary to the Board
bdolan@dixonusd.org

Schools

Anderson Elementary School
(707) 678-5508

Tremont Elementary School
(707) 678-9533

Gretchen Higgins Elementary
(707) 678-6271

CA Jacobs Intermediate
(707) 678-9222

Dixon High School
(707) 693-6330

Maine Prairie High School
Continuation
(707) 678-4560

Community Day School
(707) 678-3680

www.dixonusd.org

- I. CLOSED SESSION - The Meeting was called to order at 6:05 p.m. by President Okhremtchouk. Mr. Moraes asked for clarification and the meeting was adjourned to closed session 6:10 p.m.
 - A. Confidential Regarding a District Employee Complaint – Board Policy 1312.1 – 1 Case
 - B. Conference with Real Property Negotiators - Government Code Section 54956.8
Property: 5750 Sievers Road, Dixon, California
Agency Negotiators: Brian Dolan, Cecile Nunley, & legal counsel
Under Negotiations: Price and Terms
 - C. Negotiations with DTA & SEIU–Agency Designated Representative Brian Dolan – Gov. Code Section 54975.6
 - D. Consideration of Student Discipline Education Code 48900. et seq
 1. Stipulated Expulsion Case #11-12-18
 2. Stipulated Expulsion Case #11-12-19

- II. ANNOUNCEMENTS FROM CLOSED SESSION
The Board voted 4 to 0 to schedule I.A to a future date
The Board voted 4 to 0 to table I.B, I.C and I.D until after Open Session

- III. BUSINESS MEETING – 7:00 P.M. - Meeting was reconvened by President Okhremtchouk at 7:21 p.m.
 - A. Pledge of Allegiance
 - B. Roll Call
 1. Irina Okhremtchouk, President – P
 2. Gil Piñon, Vice President – P
 3. Herb Cross, Clerk – P
 4. Joe DiPaola, Member – P
 5. Guy Garcia, Member - A
 6. Justin Giardino, Student Member - A

- IV. 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.

- V. RECOGNITION OF GUESTS AND PRESENTATIONS
None

- VI. CORRESPONDENCE
None

- VII. CONSENT AGENDA
 - A. Approval of Consent Calendar
 - B. Agenda June 7th, 2012
 - C. DHS Yearbook Overnight Trip
 - D. MOU, BTSA
 - E. Lifetouch Yearbook Publication Agreement, CAJ
 - F. 2012-2013 Perkins Grant Application
 - G. Anderson Outdoor Education Contract
 - H. USC Agreement
 - I. Speech and Language Success ContractA motion was made by Clerk Cross, seconded by Vice President Piñon to approve Consent Agenda and unanimously carried.

- VIII. COMMUNICATIONS – Three Minute Reports
 - A. Student Board Member Report
None
 - B. Parent Association Representatives
None
 - C. Employee Association Reports
DTA Co President Amy Circo stated that DTA met Tuesday for Negotiations and it was a very successful meeting. They will meet again at the beginning of the school year. Ms. Circo thanked Mr. Dolan and the Board for a successful year.

SEIU Representative Ian Arnold state they have not met for Negotiations with Mr. Dolan, but will be having a meeting soon. He stated that the relationships this year have improved tremendously and look forward to another great year.

D. Dance Contract Task Force Update

Mr. Dolan stated that there has been open conversation regarding revising the dance contract and began brainstorming ideas to be drug and alcohol free and not over burden administration with rules. Mr. Dolan stated he has some legal homework to do.

President Okhremtchouk asked Mr. Dolan if he has received a wish list from students. President Okhremtchouk is unaware if administration has heard from the students on how the District can make the situation better.

Mr. Dolan stated that some of the student's families who have participated in the Dance Contract Task Force meetings have stated they want to make sure this situation doesn't happen again.

E. Cabinet Reports

1. Senior Director Education Services

Mr. Contreras stated that the summer programs; Pre-K, Summer Math Academy and Migrant Ed Summer program are getting underway and they are also preparing for the 2012-13 School Year.

2. Chief Business Official

Ms. Nunley will be presenting the Third Interim tonight. The Custodians were provided trainings last week and are preparing for some vacation time and providing support getting the schools ready for next year. Maintenance and Grounds participated in chain saw training. They found it very beneficial. Ms. Nunley is working with Dixon Montessori Charter School on a Facilities Agreement for next school year.

3. Director Special Education/Pupil Services

Ms. Connaughton will be presenting a report later this evening as it relates to numbers and who and how the District is serving students. ESY students began on Wednesday. The District will continue to serve academic services, the pre-school program, and ongoing support such as speech and language during the summer break.

4. ITS Coordinator

Mr. Monachello announced that out of 58 tickets in technology, 56 were addressed and fixed. CA Jacobs received 35 donated computers and 35 flat screen monitors from Solano Community College. CA Jacobs also received donated science supplies from Solano Community College. Technology is busy upgrading computers throughout the District to Office 2010. Technology gathered 249 old computers for recycling and 15 pallets of e-waste.

F. Interim Superintendent's Report

Mr. Dolan attended many end of our school year events from concerts to ceremonies, graduations and grad night. 169 students attended grad night. Mr. Dolan thanked everyone again for all the hard work this year. Mr. Dolan is working on 12-13 staffing position control and budget development. Management met today for a full day engaged in reflection and self-evaluations and responding to the survey. They also worked on Counseling at the lower grade levels and Common Core. The District is hoping for a Special Meeting next week about our facility needs survey results. Mr. Dolan would like to make the results available to the community and have the community engage with the Board regarding the results.

IX. PUBLIC COMMENT: Persons wishing to introduce a topic within the subject matter jurisdiction of the District and not on the agenda may do so at this time. By law, subjects not on the agenda cannot be acted upon by the Board, except to briefly respond, clarify, or refer to staff for review and presentation at a future meeting. Comments will be limited to five minutes per person to maximum of twenty five minutes per topic unless extended by the Board President.

Ms. Felkins felt that she needed to defend her colleagues on May 24th at the meeting, however, she would like to apologize to President Okhremtchouk for being on the defense which should have been directed at someone else. Mr. Augusto stated that issues that have been compounding in the custodial department. 4 years ago the Maintenance Director position was cut, since then HR, Curriculum, and now the CBO have been in charge of Maintenance and Grounds. Although he respects them he feels they do not have the experience to run Maintenance and Grounds, and have made decisions that have been disappointing to them. Last Friday and Monday the custodians participated in training where they were told they would be cleaning carpets and increasing workload. Summer duties have increased and it was clear custodians are stressed and are already overworked. The custodians don't feel valued, respected, and have a hard time getting answers and directions. Mr. Augusto agrees that duties such as cleaning carpets should be done in house and not contracted out; the problem is there just isn't enough staff and would need additional staff. Vice President Piñon would like to attend all future Maintenance and Operations Meetings.

Mr. Arnold stated that the District can absolutely decide what the priorities are but need to make sure they are reachable.

President Okhremtchouk would like to Follow up on this and discuss and maybe take action on this at a future meeting.

Mr. Simmons retired in 1995 as a custodian and even at that time there was a tendency to add to work load.
Mrs. La Bass extended an invitation to the Board to come and visit her or Mrs. Jimenez classrooms next year to see what they are doing and see the success and growing.
Ian Arnold stated that during the custodian training, the consultant hired to hold the training, made many rude comments to the custodians in regard to them whining and complaining.
Ms. Felkins feels she is fortunate to work with Ben and Lupe at CA Jacobs, they work hard. There isn't a clear understanding of how much the custodians do.

X. INFORMATION, DISCUSSION, ACTION

A. Brian Dolan, Interim Superintendent

1. Appointment of Independent Study Program (ISP) Parent Advisory Committee –
Board Policy 9130 Information, Discussion, Action

The District would like to form a committee to update the Independent Study Program - Board Policy 9130 and establish an ISP Manual. President Okhremtchouk met with parents, and realized they know a lot and policies that are attached to ISP. After talking to parents President Okhremtchouk would like, with the Board's blessing, to develop a manual for 12-13 as well as K-8. Many Students and Parents expressed their appreciation for the ISP. There were many statements of success with the ISP. Many students have graduated early, or along with high school classes took college courses and graduated high school with an AA. There were statements of ISP being self-motivated that gives a student the confidence to keep moving ahead. It can individualize an education for students and opens doors for them.

The Board finalized the guidelines for the Committee participants. It will be a 11 member committee with Mr. Contreras as a liaison, the ISP teacher, Joan Shepard, 4 parents from Dixon High School's ISP and 2 students, and 2 parents from Maine Prairie High ISP and 2 students.

A motion was made by Member DiPaola, seconded by Clerk Cross to approve Appointment of Independent Study Program (ISP) Parent Advisory Committee – Board Policy 9130 and unanimously carried.

2. Public Disclosure and Discussion on Proposed Employment Agreement for the Superintendent Position Information, Discussion

Member DiPaola provided a summary of the Proposed Employment Agreement for the Superintendent Position. Member DiPaola stated that Mr. Dolan has been extremely cooperative and generous throughout the process. It is a very different looking contract from prior agreements.

A student from MPHS expressed how much Mr. Dolan cares and takes the time to come out and see students and get to know them. To him Mr. Dolan is priceless, treat him right and I hope he stays.

Mrs. Felkins wanted clarification about Consultants on page 50.

The Consultants up to \$20,000 is created for emergency situations.

The Board stated that process went smoothly and negotiations were open and direct

Vice President Piñon thanked Member DiPaola for doing the research and studying the language of the contract.

Clerk Cross wanted to take the time to state that the District is receiving a bargain in regards to Mr. Dolan's contract. These are two full time positions, two big jobs. Thank you Mr. Dolan.

3. Restoration of Support Services Time in K-8 School Offices Discussion, Action

Member DiPaola asked the Board to consider taking action on the suggestion to restore two hours of secretarial time per day to each elementary site.

Member DiPaola stated that the rational for this needs to change. The secretaries serve students, parents and staff and perform every function way beyond their jobs and this is a small amount of money to turn it around.

Mr. Dolan stated that Member DiPaola is absolutely on target with the significance of this service. He has concerns about going there at this time. This was not a Budget Advisory Committee priority, the office is not a concern right now, when looking at the big picture. The state still hasn't released their budget and it is scary, let's wait on this, it is a priority but maybe not as high as other items. Clerk Cross agreed with Mr. Dolan's statement and to consider what will have the most significant outcome. intervention and maintenance as a higher priority.

Vice President Piñon stated that he would like to see the District serve kids first, spend wisely and impact as many students as possible.

Mr. Simmons agreed with Member DiPaola, every job is important and may have broader impacts than other positions. This position leads the schools.

SEIU Representative Ian Arnold stated that this is an interesting dilemma. The secretaries welcome the public, are the first point of contact for t parents, students, and teachers. The Budget Advisory Committee is just an advisory and shouldn't set the priority as it is advisory to the Board.

Solano County Associate Superintendent Lettie Allen recommended not bringing anything back at this time; this is a timing issue, wait until the Board sees what happens with the budget and the 3rd interim report. It takes courage to wait and see. If the initiative doesn't pass the District will be scrambling. Ms. Allen is the District's Fiscal Advisor and gives the best advice that she can. Mr. Cheremello stated that this is a state problem. He doesn't know how extending the hours will bring students out of Program Improvement. There are limited resources it is difficult but not impossible.

Mr. Augusto stated that he doesn't disagree with any of these issues, they are all important. The schools are tired of the conservative mode waiting for sky to fall and every opportunity that goes by is a disservice to students.

A motion was made by Member DiPaola, seconded by President Okhremtchouk, and Opposed by Vice President Piñon and Clerk Cross to approve Restoration of Support Services Time in K-8 School Offices. Motion Failed.

4. Adjustment of Budget Streams for Counseling Support Services Discussion, Action

Mr. Dolan brought Counseling Support Services to the Board to recognize that there is a need for additional time. Mr. Dolan was not asking for the additional expense to occur tonight but to make this a priority.

Maine Prairie and the CDS are allocated only .17 FTE from the general fund for counseling services. The staff of MPHS has converted .6 FTE of teaching services into .6 FTE of counseling services through an MOU with the District for each of the last three years. The site has also utilized EIA funds to support counseling services through its Single Plan for Student Achievement. Many MPHS and Community Day employees stated that this position directly relates to student achievement and the students really depend and appreciate the support given by the current counselor.

A motion was made by President Okhremtchouk, seconded by Member DiPaola, Opposed by Clerk Cross to approve Adjustment of Budget Streams for Counseling Support Services and carried with a vote 3 - 1.

5. Dixon High School Attendance Update Information

Mr. Girimonte gave an update on Dixon High School's 2011-2012 attendance for months 1-9 (August to April) averaged 96.02%; in the 2010-2011 attendance for the same time period averaged 95.58. The average attendance for 2011-2012 increased by .44%. ADA is calculated using only months 1-8 (August to March). In 2011-2012 this average increased to 96.07%, an increase of .47% over the previous year. The .47% increase over months 1-8 resulted in an estimated savings of \$27,513 to the District.

Ms. Burnison stated that CAJ has some equity issues. There is a ½ time Vice-Principal at CAJ with a greater amount of discipline. It is the time not the quality of the Vice-Principal that needs to be addressed.

B. Jesus Contreras, Senior Director of Educational Services

1. Assessment and Technology Proposal, English Language Development and Intervention Proposal

Information, Discussion

Mr. Contreras brought the Assessment and Technology Proposal, English Language Development and Intervention Proposal to the Board. This proposal asks for the DUSD Governing Board to consider the establishment of a local categorical-like fund to support the delivery of English Language Development and targeted interventions for students. The goal would be to fund five hours of teacher time at each elementary site to support interventions and ELD on a year-to-year basis.

The Board members are supportive of the proposal but at a more defined level. The Board directed Mr. Contreras to bring a scaled back version to the Board at the next meeting.

2. Board Language and Board Math Update for 2012-13 Academic Year (Part 1) Information

Mr. Contreras updated the Board on 2012-13 Board Language and Board Math. Board Language and Board Math are instructional strategies utilized in all three elementary sites. They have been the focus of extensive professional development.

Ms. Circo asked for clarity to the TOSAs, she stated that she is not talking about two specific people but about the positions. Heavy communication about what these particular positions are doing would be helpful.

C. Cecile Nunley, Chief Business Official

1. Bond Repayment Schedule Discussion Information, Discussion
Ms. Nunley introduced Paul Disario from Disario and Associates who has aided in the bond planning and Cheryl Vasely from Dale Scott and Company. They presented a plan to reduce tax payer costs for the previous bond by proposing refinancing of the bond with current lower interest rates.
 2. Third Interim Report Information, Discussion, Action
Ms. Nunley presented the Third Interim Report to the Board for approval. The report went into detail about budget assumptions, changes since the budget adoption, as well as an overview of the current state budget.
A motion was made by Clerk Cross, seconded by Vice President Piñon to approve the Third Interim Report and unanimously carried.
 3. 2012-13 Tier III Categorical Flexibility 12:27, close public Hearing 12:36 Public Hearing
President Okhremtchouk opened the 2012-13 Tier III Categorical Flexibility Public Hearing at 12:27 a.m.
Ms. Nunley presented proposed uses with the Tier III Flexibility State Categorical Funds for the 2012-13 School Year.
President Okhremtchouk closed the 2012-13 Tier III Categorical Flexibility Public Hearing at 12:36 a.m. and reconvened to Open Session.
 4. 2012-13 Tier III Categorical Flexibility Resolution
A motion was made by Clerk Cross, seconded by Vice President Piñon to approve 2012-13 Tier III Categorical Flexibility and unanimously carried.
 5. Year-end Intra-Budget Transfers Resolution
Ms. Nunley recommends approval of this resolution authorizing budget transfers for the year end expenditures requiring transfers to appropriate accounts.
A motion was made by Clerk Cross, seconded by Vice President Piñon to approve Year-end Intra-Budget Transfers and unanimously carried.
 6. Closure to Fund 09 Charter School Resolution
Ms. Nunley recommends approval of this resolution to close the Charter School (Fund 09). There has been no activity in Fund 09 as the Charter School now operates independently.
A motion was made by Clerk Cross, seconded by Vice President Piñon to approve Closure to Fund 09 Charter School and unanimously carried.
- D. Elizabeth Connaughton, Director of Pupil Services & Special Education
1. 2011-2012 Services Provided to Special Education and Pupil Services Programs Information
Ms. Connaughton presented services that were provided to special education and pupil services programs. Ms. Connaughton went into detail about services by disability, services by grade, staffing for the 2012-2013 school year, caseloads, direct services, and RtI participation.
- XI. AGENDA ITEMS FOR FUTURE MEETINGS
PASS Program developed by Mr. DiPaola
Written testimony
- XII. BOARD ANNOUNCEMENTS
Irina Okhremtchouk
Gil Piñon
Herb Cross
Joe DiPaola
Guy Garcia
- XIII. COMING EVENTS
• June 21 – Board Meeting
- XIV. ADJOURNMENT – 1:07 a.m.

Dixon Unified School District
Special Meeting of the Governing Board
Thursday, June 28th, 2012
Closed Session 6:30 P.M.

7:00 p.m. – City Council Chambers - 600 East A Street, Dixon, CA 95620

Un-Adopted Minutes

GENERAL INFORMATION

The Dixon USD Governing Board meets on the First and Third 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 2011-2012 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

Irina Okhremtchouk, President
iokhremtchouk@dixonusd.org

Gil Piñon, Vice President
gpinon@dixonusd.org

Herb Cross, Clerk
hcross@dixonusd.org

Guy Garcia, Member
ggarcia@dixonusd.org

Joe DiPaola, Member
jdiapaola@dixonusd.org

Brian Dolan,
Interim Superintendent
Secretary to the Board
bdolan@dixonusd.org

Schools

Anderson Elementary School
(707) 678-5508

Tremont Elementary School
(707) 678-9533

Gretchen Higgins Elementary
(707) 678-6271

CA Jacobs Intermediate
(707) 678-9222

Dixon High School
(707) 693-6330

Maine Prairie High School
Continuation
(707) 678-4560

Community Day School
(707) 678-3680

www.dixonusd.org

- I. CLOSED SESSION - 6:30 P.M. – The Meeting was called to order by President Okhremtchouk at 6:45p.m. and adjourned to Closed Session at 6:46 p.m.
 - A. Public Employee Appointment/Employment – Acting Principal – Government Code Section 54957

- II. ANNOUNCEMENTS FROM CLOSED SESSION
The Board voted unanimously to accept Mr. Dolan’s recommendation to appoint Nick Girimonte as acting Principal for Dixon High School.

- III. BUSINESS MEETING – 7:00 P.M. - President Okhremtchouk reconvened Open Session at 7:00 p.m.
 - A. Pledge of Allegiance
 - B. Roll Call
 1. Irina Okhremtchouk, President – P
 2. Gil Piñon, Vice President– P
 3. Herb Cross, Clerk – A
 4. Joe DiPaola, Member – P
 5. Guy Garcia, Member – P
 6. Justin Giardino, Student Member – A
 - C.

- IV. 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. The Board President will recognize you for the discussion at the appropriate time.

- V. RECOGNITION OF GUESTS AND PRESENTATIONS
None.

- VI. CORRESPONDENCE
None.

- VII. CONSENT AGENDA
 - A. Approval of Consent Calendar
 - B. Agenda June 28, 2012

A motion was made by Vice President Piñon, seconded by Member DiPaola to approve Consent Agenda and unanimously carried.

- VIII. INFORMATION, DISCUSSION, ACTION
 - A. Brian Dolan, Superintendent and Cecile Nunley, Chief Business Official
 1. Discussion on Potential General Obligation Bond to Address Facilities Needs Discussion
Mr. Dolan stated that the Board heard a full report and received public input on facilities needs and potential funding sources at its meeting on June 21, 2012. The Administration feels that additional discussion, including input from the community, would be beneficial in determining the best course of action with regard to our facility needs.
Member Garcia stated that he thinks the District could justify \$47 million but did think the District and Board should hold workshops and plan what needs to be done. Member Garcia doesn’t feel comfortable winning an election with just 55% support, he would like to have 80% support and the only way to get support is through communication with the community.
Member DiPaola stated that the bonding capacity of \$60 million is not the economy to be doing that right now. He agreed with Member Garcia that we need to have a plan set in place with community involvement and communication.
Vice President Piñon was concerned about the state of the current school sites and not being able to accommodate students.
Member Garica also stated that in the plan for facilities needs there needs to be room for ongoing maintenance to maintain facilities not just fix at this moment and be in the same boat a few years from now.
 - B. Cecile Nunley, Chief Business Official
 1. Temporary Borrowing Between Funds for 2011-2012 Resolution
Ms. Nunley brought the Resolution Temporary Borrowing between Funds for 2011-2012 to the Board. Management seeks authorization to have the ability to process inter-fund transfers between funds to meet cash flow needs of various funds during the 2011-12 fiscal year.

A motion was made by Member DiPaola, seconded by Member Garcia to approve Temporary Borrowing Between Funds for 2011-2012 and unanimously carried.

2. Public Hearing on 2012-2013 Budget Adoption Public Hearing

President Okhremtchouk called to order the Public Hearing at 8:08 p.m.
Ms. Nunley presented the Budget for the 2012-13 Fiscal year in the State required forms.
The Board members asks Ms. Nunley several questions regarding the Budget regarding Cash Flow, Flex Funding, Liabilities, Cuts, and the November Election.
Mr. Dolan expressed his opinion that we really don't have things left to cut and that we will need to have significant employee concessions to be able to make it through future years.
DTA Co-President Julie Felkins stated that DTA has had many discussions with Mr. Dolan and they have never stated they wouldn't consider triggers. They have spent a lot of time on this and the article published in the Reporter appeared to reflect the opposite.
Mr. Dolan stated that he would like contingency plans in place before November and that DTA had decline to negotiate them.
Ms. Felkins stated that it made no sense to discuss until the District gets through the next year.
SEIU Representatives stated they have not yet sat with Brian in negotiations but SEIU is willing to talk about contingencies.
Public Hearing adjourned at 8:45 p.m.
3. 2012-2013 Budget for Adoption Action

A motion was made by Vice President Piñon, seconded by Member Garcia to approve 2012-2013 Budget for Adoption and unanimously carried.
4. District Bonds Resolution Resolution

Ms. Nunley presented District Bond Resolution to the Board for approval. By adopting this resolution, the Board will reduce property taxes paid by Dixon property owners for bonds sold to construct Dixon High School. This refinancing takes advantage of current low interest rates. The District will be structuring the refinancing to allow taxpayers to receive some immediate relief of \$1.52 Miliion.
The Board tabled this item until after VIII B.6. The Board voted after item VIII B.6
A motion was made by Vice President Piñon, seconded by Member Garcia to approve 2012-2013 Budget for Adoption and unanimously carried.
5. Escrow Deposit and Trust Agreement Action

Ms. Nunley presented District Bond Resolution to the Board for approval. This resolution is part of the Bond Refinancing.
A motion was made by Vice President Piñon, seconded by Member Garcia to Escrow Deposit and Trust Agreement and unanimously carried
6. Cost of Issuance Custodial Agreement Action

Ms. Nunley brought the Issuance Custodial Agreement to the Board for approval. This agreement is also a part of the refinancing of the District bonds.
A motion was made by Vice President Piñon, seconded by Member Garcia to Approve Cost of Issuance Custodial Agreement and unanimously carried.
7. Update on Custodial Staffing for Summer Cleaning Information, Discussion, Action

Ms. Nunley presented information on custodial staffing levels. The issue of custodial staffing for summer cleaning was brought to the Board's attention at the 6.7.2012 Board Meeting. This item is intended to provide the Board with an update on staffing levels and their impact on workload. Mr. Monachello has been a huge support with helping facilitate and was fortunate enough to have custodians able to take time off this summer with a total of 223 days. To help make up for that they have hired sub custodians. Custodians are currently ahead of schedule with the extra help. It has been a priority for the District to hire back laid off people and it is the right thing to do. This is the first summer that has allowed custodians to take vacation time.
SEIU Representative Ian Arnold was glad to see that this issue has been taken seriously and had been resolved.
- C. Brian Dolan, Superintendent
 1. Revision of Board Bylaw 9320 Regarding Meetings and Notices Action

Mr. Dolan brought revisions to Board Bylaw 9320 Regarding Meetings and Notices to the Board. The proposed changes include moving meetings from the first and third Thursday of each month to the second and fourth Thursday of each month, and to identify the City Council Chambers as the location for meetings.
A motion was made by Vice President Piñon, seconded by Member DiPaola to Approve Revision of Board Bylaw 9320 Regarding Meetings and Notices and unanimously carried.
 2. Adoption of 2012-13 Governing Board Meeting Calendar Action

A motion was made by Vice President Piñon, seconded by Member DiPaola to Approve Adoption of 2012-13 Governing Board Meeting Calendar and unanimously carried.
 3. Discussion on Teachers on Special Assignment Positions for 2012-13 Discussion

Mr. Dolan stated that the Board recently received some public input and had discussion related to the two Teachers on Special Assignment (TOSA) positions in the Ed Services Department. This item is intended to clarify the roles of the TOSAs and to provide the Board with an opportunity to discuss it interests in the roles that these positions will fill in 2012-13.

A TOSA history of assignment was presented and there were many questions about the timeline of events. There were concerns that the TOSAs were working outside of their classification and Mr. Dolan provided job descriptions and assured that the TOSAs were working within their classification. There was also a concern for the hiring process and Mr. Dolan also assured that the process was done properly given the timing of events regarding when the hiring took place. The Board stated its preference to see the TOSA's providing some direct support services to students.

IX. AGENDA ITEMS FOR FUTURE MEETINGS

X. BOARD ANNOUNCEMENTS

Irina Okhremtchouk
Gil Piñon
Herb Cross
Joe DiPaola
Guy Garcia

XI. COMING EVENTS

- July 12 – Board Meeting

XII. ADJOURNMENT – 9:48 p.m.

Dixon Unified School District
Meeting of the Governing Board
Thursday, July 12, 2012
7:00 p.m. – City Council Chambers - 600 East A Street, Dixon, CA 95620

Un-Adopted 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 2011-2012 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

Irina Okhremtchouk, President
iokhremtchouk@dixonusd.org

Gil Piñon, Vice President
gpinon@dixonusd.org

Herb Cross, Clerk
hcross@dixonusd.org

Guy Garcia, Member
ggarcia@dixonusd.org

Joe DiPaola, Member
jdiapaola@dixonusd.org

Brian Dolan, Superintendent
Secretary to the Board
bdolan@dixonusd.org

Schools

Anderson Elementary School
(707) 678-5508

Tremont Elementary School
(707) 678-9533

Gretchen Higgins Elementary
(707) 678-6271

CA Jacobs Intermediate
(707) 678-9222

Dixon High School
(707) 693-6330

Maine Prairie High School
Continuation
(707) 678-4560

Community Day School
(707) 678-3680

www.dixonusd.org

- I. BUSINESS MEETING – 7:00 P.M. – Meeting was called to order by President Okhremtchouk at 7:01 pm
- A. Pledge of Allegiance
 - B. Roll Call
 - 1. Irina Okhremtchouk, President -P
 - 2. Gil Piñon, Vice President - A
 - 3. Herb Cross, Clerk - A
 - 4. Joe DiPaola, Member -P
 - 5. Guy Garcia, 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 VIII on the agenda. Speakers will be allowed five minutes per topic.
- III. RECOGNITION OF GUESTS AND PRESENTATIONS
None
- IV. CORRESPONDENCE
None
- V. CONSENT AGENDA
- A. Approval of Consent Calendar
 - B. Agenda July 12, 2012
- A motion was made by Member DiPaola, seconded by Member Garcia to approve Consent Agenda and unanimously carried.
- VI. COMMUNICATIONS – Three Minute Reports
- A. Parent Association Representatives
None
 - B. Employee Association Reports
None
 - C. Cabinet Reports
 - 1. Senior Director Education Services
None
 - 2. Chief Business Official
None
 - 3. Director Special Education/Pupil Services
None
 - 4. ITS Coordinator
None
 - D. Superintendent’s Report
The Summer Math Academy is wrapping up. Mr. Dolan attended an Awards Ceremony and the Academy will be taking a trip to UCD tomorrow. Migrant Ed is wrapping up as well. There are 4 weeks until school starts and Mr. Dolan reminded the Board that they won’t meet again until August 9th.
- VII. PUBLIC COMMENT: Persons wishing to introduce a topic within the subject matter jurisdiction of the District and not on the agenda may do so at this time. By law, subjects not on the agenda cannot be acted upon by the Board, except to briefly respond, clarify, or refer to staff for review and presentation at a future meeting. Comments will be limited to five minutes per person to maximum of twenty five minutes per topic unless extended by the Board President.
- Mrs. Felkins thanked the City of Dixon and Member DiPaola for implementing the four way stop at Rhermann and Pitt School Road. It was a major safety concern for students and public.
- VIII. INFORMATION, DISCUSSION, ACTION
- A. Brian Dolan, Superintendent
 - 1. Revision of Administrative Regulation 5131.61 on Drug Testing of Student Athletes Action
Mr. Dolan stated that the Board directed the Administration to convene a Task Force to review and propose revisions to Board Policy and Administrative Regulation 5131.61 on Drug Testing of Student Athletes. The proposed revisions are presented to the Governing Board for its approval. An Attorney will look over the bylaw for final approval but Mr. Dolan has already gone over the major changes. The Task Force will continue to meet and reconvene to go over the temporary coaches Board Policy and Administrative Regulations.

Mr. Arnold stated that it appears that the District is discriminating against sports and that there should be a reasonable suspicion for any student to be tested.

Mr. Dolan stated that the District has limited resources; the reasoning for drug testing and sports is to ensure the safety of the players in practice and competition.

A motion was made by Member DiPaola, seconded by Member Garcia to approve Revision of Administrative Regulation 5131.61 on Drug Testing of Student Athletes and unanimously carried.

2. Revision of Board Bylaw 9323 on Meeting Conduct

Action

Mr. Dolan brought the suggested amendments to Board Bylaw 9223 to the Board for final approval.

A motion was made by Member DiPaola, seconded by Member Garcia to approve Revision of Board Bylaw 9323 on Meeting Conduct and unanimously carried.

3. Status Report on Board Policy and Administrative Regulation
Review and Revision

Information/Discussion

Mr. Dolan brought the status regarding necessary revisions to Board Policies and Administrative Regulations to the Board.

Mr. Dolan stated that the District is well behind schedule regarding changes and revisions to the Board Policies and Administrative Regulations. He would like to see the Board and Administration devote time to work on Policies with Special Workshops to get the updates done. There is also the option to perform an Audit of the current Board Policies with CSBA.

Member DiPaola feels that this is not the right time to devote a lot of time due to the District's financial issues. Timing is wrong.

President Okhremtchouk directed Mr. Dolan to move forward with the Audit and to return the findings to the Board in September.

B. Cecile Nunley, Chief Business Official

1. Public Hearing on the Increase of Statutory Developer Fees (Level 1)

Public Hearing

The Public Hearing was called to order by President Okhremtchouk at 7:32 p.m.

Ms. Nunley presented increased fees on new residential and commercial construction. These fees are generally referred to as basic statutory fees or Level 1 fees. By statute, the developer fees are capped. The caps are adjusted every two years by the State Allocation Board to account for inflation. The cap for residential and commercial construction was increased in January of 2012. A School Fee Justification Study was conducted by Koppel & Gruber Public Finance in order to adjust the District's fees. DUSD has increased residential fees by .23 cents and commercial fees by .4 cents.

Member DiPaola asked Ms. Nunley what was spent on the report and how much we received last year in Developer Fees.

Ms. Nunley stated that the cost was \$5,000 for the report and the District received \$40,000 in Developer Fees last year.

The Public Hearing adjourned at 7:32 p.m.

2. Adoption of Resolution #12-1484 Approving a Change in Statutory

Action

School Fees Imposed on New Residential and Commercial/Industrial Construction Pursuant to Education Code 17620 and Government Code 65995

A motion was made by Member Garcia, seconded by Member DiPaola to approve Adoption of Resolution #12-1484 Approving a Change in Statutory School Fees Imposed on New Residential and Commercial/Industrial Construction Pursuant to Education Code 17620 and Government Code 65995 and unanimously carried.

IX. AGENDA ITEMS FOR FUTURE MEETINGS

Member Garcia would like to have the Athletic Task Force reconvened.

Member DiPaola would like to see information and discussion regarding continuing planning and triggers.

X. BOARD ANNOUNCEMENTS

Irina Okhremtchouk

Gil Piñon

Herb Cross

Joe DiPaola

Guy Garcia

XI. COMING EVENTS

XII. ADJOURNMENT -7:41 pm

Dixon Unified School District
Meeting of the Governing Board
Thursday, August 9, 2012
Closed Session 6:00 P.M.

7:00 p.m. – City Council Chambers - 600 East A Street, Dixon, Ca 95620

Un-Adopted 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

Irina Okhremtchouk, President
iokhremtchouk@dixonusd.org

Gil Piñon, Vice President
gpinon@dixonusd.org

Herb Cross, Clerk
hcross@dixonusd.org

Guy Garcia, Member
ggarcia@dixonusd.org

Joe DiPaola, Member
jdipaola@dixonusd.org

**Brian Dolan,
Superintendent**
Secretary to the Board
bdolan@dixonusd.org

Schools

Anderson Elementary School
(707) 678-5508

Tremont Elementary School
(707) 678-9533

Gretchen Higgins Elementary
(707) 678-6271

CA Jacobs Intermediate
(707) 678-9222

Dixon High School
(707) 693-6330

Maine Prairie High School
Continuation
(707) 678-4560

Community Day School
(707) 678-3680

www.dixonusd.org

- I. CLOSED SESSION –[The meeting was called to order by President Okhremtchouk at 6:04 p.m.](#)
 - A. Public Employee Employment DHS Assistant Principal – Government Code Section 54957
 - B. Negotiations with DTA & SEIU–Agency Designated Representatives Brian Dolan and Cecile Nunley – Gov. Code Section 54975.6

- II. ANNOUNCEMENTS FROM CLOSED SESSION
[The Board voted 4 to 0 to appoint Bob Bugalski as the new Assistant Principal for Dixon High School.](#)

- III. BUSINESS MEETING – 7:00 P.M.7:07
 - A. Pledge of Allegiance
 - B. Roll Call
 1. Irina Okhremtchouk, President -P
 2. Gil Piñon, Vice President-A
 3. Herb Cross, Clerk- P
 4. Joe DiPaola, Member-P
 5. Guy Garcia, Member-P
 6. Justin Giardino, Student Member-P

- IV. 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.

- V. RECOGNITION OF GUESTS AND PRESENTATIONS
[None.](#)

- VI. CORRESPONDENCE
 - A. Press Release for General Obligation Bond Refunding
Mr. Dolan presented a press release for General Obligation Bond Refunding to the Board.

The Dixon Unified School District successfully refinanced portions of three of its outstanding general obligation bonds saving local property owners in the District over \$2.8 million.

“We are thrilled with the success of the financing. It is a true win for our District’s taxpayers” said Superintendent Brian Dolan. “The School Board felt, as stewards of tax dollars, it was the right thing to do. The savings will flow directly to the District’s taxpayers in the form of reduced property tax bills”

The refinanced bonds were originally approved by voters in November 2002, issued in three separate series in the years 2003, 2005 and 2006. By refinancing these outstanding general obligation bonds, the District was able to take advantage of historically low interest rates. Total savings to taxpayers of \$2.8 million will average \$88,516 per year for the next 32 years. The average annual savings is \$3.98 cents per year per \$100,000 of assessed valuation. Homeowners with an assessed valuation of \$200,000 will save an average of \$7.96 per year for the next 32 years beginning in the 2013-14 fiscal year.

The District received an “A+” rating from Standard & Poor’s Investors Services. Standard and Poor’s is a nationally recognized rating agency that provides credit scores to districts looking to borrow money. The District received a high rating due to its very strong general fund balance, moderate debt burden. and access to the nearby Sacramento employment opportunities. The better a district’s rating, the lower interest rates tend to be.

- VII. CONSENT AGENDA
 - A. Approval of Consent Calendar
 - B. Agenda August 9, 2012
 - C. Warrants – monthly record of accounts payables that have been processed
 - D. All West Coachlines – Gretchen Higgins
 - E. Speech and Language Success Agreement
 - F. School Steps Contract – Occupational Therapy
 - G. School Steps Contract – Speech and Language services
 - H. Westgroup Designs
 - I. Child Start Agreement
 - J. Food Service Summer Food Program
 - K. Title I, Part A Waiver Application

- L. Personnel Actions
 - M. Center for Hearing Health
 - N. MCT Vision Screening
 - O. Children's Nurturing Project
A motion was made by Clerk Cross, seconded by Member Garcia to approve Consent Agenda and unanimously carried.
- VIII. COMMUNICATIONS – Three Minute Reports
- A. Student Board Member Report
None.
 - B. Parent Association Representatives
None.
 - C. Employee Association Reports
DTA Co – President Amy Circo stated that teachers are back and appreciate classified staff for all their hard work over the summer. Ms. Circo thanked Mr. Dolan for allowing time at the breakfast for DTA to meet with certificated staff. DTA looks forward to meeting the District for negotiations once the unaudited actuals are reported.
 - D. Cabinet Reports
 - 1. Senior Director Education Services
Mr. Contreras stated the back to school opened beautifully. He recently lost a TOSA and was excited to announce that Nadine Vita joined Ed Services team as a TOSA.
 - 2. Chief Business Official
Ms. Nunley attended the July 19th School Finance workshop. Before the opening of schools, Ms. Nunley and staff were able to walk through Anderson, Tremont, MPHS, and Gretchen Higgins and checked 189 sinks, 189 faucets, 93 toilets and 27 urinals to ensure they were all in working order. DUSD Maintenance workers Tony and Gary did all the repairs and work.
 - 3. Director Special Education/Pupil Services
Ms. Connaughton stated that it has been a smooth opening of schools. There were many changes and additions over summer, but staff handled it well. They also helped with scheduled routines and strategies, very proud of staff. Children's Nurturing Project is underway with Counselors at the sites.
Mr. Monachello reported that Technology installed Cisco switches at MPHS, CAJ, GH, Tremont, and Anderson to allow for wireless at schools. Technology received 160 new netbooks and carts for Gretchen Higgins and Aspire. 20 new laptops to Anderson. Working on the new website Mr. Monachello thanked Gary, Thomas, and Keith. Custodians implemented a plan to have the schools spotless along with subs so custodians could take time off. 237 vacation days were used by our custodians this summer.
President Okhremtchouk thanked all classified employees on behalf of the board.
 - E. Superintendent's Report
Mr. Dolan thanked the District Office staff for all their hard work over the summer months and to the Cabinet members who help facilitate all areas. Mr. Dolan also welcomed everyone back to school. Mr. Dolan reported that DUSD currently has 3580 students enrolled, Last year enrollment was at 3602, off about 22 students. Enrollment has held at this point in time. Mr. Dolan was able to visit all the sites this first week of school and kids are happy and glad to be back in school. There is a lot of work to do this year. August 22, the District should be receiving last year's CST scores and are hoping to report the results to the Board soon.
- IX. PUBLIC COMMENT: Persons wishing to introduce a topic within the subject matter jurisdiction of the District and not on the agenda may do so at this time. By law, subjects not on the agenda cannot be acted upon by the Board, except to briefly respond, clarify, or refer to staff for review and presentation at a future meeting. Comments will be limited to five minutes per person to maximum of twenty five minutes per topic unless extended by the Board President.
Mr. Augusto thanked the Board for hiring Adriane Laughter as the new Tremont Principal. She is a joy to work with and is a positive role model for students and staff as well. She has proven to be a leader.
- X. INFORMATION, DISCUSSION, ACTION
- A. Cecile Nunley, Chief Business Official
 - 1. School Finance and Management Conference Information, Discussion
Ms., Nunley presented information provided at the School Finance and Management Conference on July 19, 2012 workshop. Ms. Nunley spoke about the state budget and its impact on DUSD and how to address the continuing impact of declining enrollment along with increasing costs.

Member DiPaola stated that projections in the past projected deep dramatic cuts that didn't happen. He proposed contingency trigger cuts.

2. 2012-2013 Budget Review Information, Discussion

The prospect of mid-year cuts should Proposition 30 not pass in November will place additional stress on the District to maintain fiscal solvency. The Board is being presented with a review of some of the basic budget information to assist in reviewing the status and planning for the future of DUSD. The District will receive direction from the county next week to aid in the development of a revised budget.

Mr. Dolan stated that the pressures of surviving these times makes it extremely difficult to ask for cuts to the employees of DUSD. When the District reports actuals at the September 13th Board meeting there should be a plan in place for triggers. No one wants Proposition 30 to fail but at the same time DUSD needs to ensure schools, children and employees are safe.

President Okhremtchouk thanked management for stepping up and taking the first step, that is what good leadership does.

Member Garcia agreed with Mr. Dolan that a plan needs to be in place.

3. Food Service Management Company Services Information, Discussion, Action

The current contract for Food Service Management Company services ended with the prior fiscal year. As part of the renewal process the District advertised for bids seeking a more competitive service and cost analysis.

A motion was made by Clerk Cross, seconded by Member Garcia to approve Sodexo for our Food Service Management Company Services and was unanimously carried.

4. Total Compensation – Retiree Health Benefit Report Information, Discussion, Action

The District is required to comply with the reporting requirements of GASB 43 and 45 which require that the impact of a retiree health program must have a valuation to determine the accrued liability for the District. This report will be used along with the Audit for the District.

A motion was made by Member Garcia, seconded by Clerk Cross to approve Total Compensation – Retiree Health Benefit Report and was unanimously carried.

5. County Request for Proposal for New Financial System Information, Discussion

During the past two months, the county financial system has experienced significant interruptions of service. The major platform that the county system operates is an HP3000 that has not been available for the past 10 years. A new financial system is needed to continue to provide accurate and timely information for transactions of the District.

The Board wanted clarification as to why Dixon has to use the same system as the county. The County is in collaboration with Districts and Dixon does not have the staff to go out on their own. Solano County Associate Superintendent Lettie Allen stated that the required reports due to the county on a monthly basis would be hard to do operating on a different system than the county. She also wanted the board to be aware of additional costs for two years because they would need to keep the current system with the new. It is impossible to flip from one system to the next.

This item was for information only and updates on this process will be provided to the Board at future meetings.

6. Resolution to Support Schools & Local Public Safety Protection Act (Proposition 30) and Our Children Our Future: Local Schools and Early Education Investment Act (Proposition 38)

Resolution

School budgets have been impacted by more than \$20 billion in cuts and deferrals since 2008. Because of the deep budget cuts and excessive deferrals, a record number of school districts have received qualified and/or negative budget certification status by their county superintendents. With impending, trigger cuts that will take effect if Prop 30 does not pass in November. Member DiPaola didn't feel it was appropriate that a government entity support items on the November Ballot.

A motion was made by Clerk Cross, seconded by Member Garcia to approve Resolution to Support Schools & Local Public Safety Protection Act (Proposition 30) and Our Children Our Future: Local Schools and Early Education Investment Act (Proposition 38) and was abstained by Member DiPaola and was carried 3 – 1.

Jesus Contreras, Senior Director of Educational Services

7. Dixon USD Instructional Materials Compliance Public Notice Public Hearing

President Okhremtchouk called to order Public Hearing at 9:24 p.m.
Adjourned at 9:24 p.m.

8. Resolution – Instructional Materials Compliance 2012-13

Resolution

The Williams settlement requires that each pupil be provided with standards-aligned textbooks or instructional materials in the four core curriculum areas of reading/language arts, mathematics, science and history-social science.

The settlement further requires that each pupil in kindergarten through grade twelve be provided with the appropriate standards-aligned instructional materials by the end of the second month of each school year.

A motion was made by Clerk Cross, seconded by Member Garcia to approve Resolution – Instructional Materials Compliance 2012-13 and was unanimously carried.

9. Transitional Kindergarten Board Policy 6170.1

Action

Education Code 48000, as amended by the Kindergarten Readiness Act of 2010 (SB 1381, Ch. 705, Statutes of 2010), gradually raises the age for admission into kindergarten over a four-year period. DUSD will offer a Transitional Kindergarten class at Anderson Elementary.

A motion was made by Clerk Cross, seconded by Member Garcia to approve Transitional Kindergarten Board Policy 6170.1 and was unanimously carried.

10. Approval of the DUSD Consolidated Application and Reporting System (CARS)

Action

The California Department of Education (CDE) requires all Local Education Agencies (LEAs) to request participation in categorical programs for which it qualifies via the Consolidated Application and Reporting System (CARS). The new CARS system will consist of a winter and spring submission.

A motion was made by Clerk Cross, seconded by Member Garcia to approve DUSD Consolidated Application and Reporting System (CARS) and unanimously carried.

11. Williams Quarterly Report

Information

This report reflects one complaint that was submitted for the months of April, May, and June. The issue was at CAJ in the girl's locker room. The Air Conditioning was not working nor was there any air circulating. The issue was resolved.

XI. AGENDA ITEMS FOR FUTURE MEETINGS

Clerk Cross would like to see a STEM update, maybe sometime in September.

Member Garcia would like to continue the conversation of facility plans and hold public meetings.

He would like to reopen facility needs and bond discussion after unions and trigger language.

He would also like to see the Athletic Task force reconvene committee back together for coaching.

XII. BOARD ANNOUNCEMENTS

Irina Okhremtchouk – welcomed everyone back to the new school year and stated it will be a challenging year and a good year.

Gil Piñon

Herb Cross – He attended an Education Committee and was pleased to announce they are expanding more interest with business community.

Joe DiPaola

Guy Garcia - He attended the DUSD Welcome Back Breakfast. He felt it was a positive way to start the school year. Attended School Services Budget Workshop in July and encourages everyone to get involved.

XIII. COMING EVENTS

A. August 15 – CAJ Back to School Night

B. August 22 – K-6 Back to School Night

C. August 23 – Board Meeting

XIV. ADJOURNMENT – 9:41 p.m.

Dixon Unified School District
Meeting of the Governing Board
Thursday, August 23, 2012
Closed Session 6:00 P.M.

7:00 p.m. – City Council Chambers - 600 East A Street, Dixon, CA 95620

Un-Adopted 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

Irina Okhremtchouk, President
iokhremtchouk@dixonusd.org

Gil Piñon, Vice President
gpinon@dixonusd.org

Herb Cross, Clerk
hcross@dixonusd.org

Guy Garcia, Member
ggarcia@dixonusd.org

Joe DiPaola, Member
jdipaola@dixonusd.org

Brian Dolan, Superintendent
Secretary to the Board
bdolan@dixonusd.org

Schools

Anderson Elementary School
(707) 678-5508

Tremont Elementary School
(707) 678-9533

Gretchen Higgins Elementary
(707) 678-6271

CA Jacobs Intermediate
(707) 678-9222

Dixon High School
(707) 693-6330

Maine Prairie High School
Continuation
(707) 678-4560

Community Day School
(707) 678-3680

www.dixonusd.org

- I. CLOSED SESSION – The meeting was called to order by President Okhremtchouk at 6:00 p.m. and adjourned to closed session at 6:02 p.m.
 - A. Negotiations with DTA & SEIU–Agency Designated Representatives Brian Dolan and Cecile Nunley – Gov. Code Section 54975.6
- II. ANNOUNCEMENTS FROM CLOSED SESSION
- III. BUSINESS MEETING – 7:00 P.M. – 7:17 p.m.
 - A. Pledge of Allegiance
 - B. Roll Call
 1. Irina Okhremtchouk, President - P
 2. Gil Piñon, Vice President - P
 3. Herb Cross, Clerk - P
 4. Joe DiPaola, Member - P
 5. Guy Garcia, Member - P
- IV. 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.
- V. RECOGNITION OF GUESTS AND PRESENTATIONS
None.
- VI. CORRESPONDENCE
Mr. Dolan stated that with the passage of Proposition 30 remaining in serious doubt and a careful review of the financial status along with numerous discussions, the administrators of Dixon Unified School District informed the Board that they will initiate a voluntary 3% reduction now, prior to the election.
Board President Okhremtchouk and Member DiPaola thanked Mr. Dolan and the Administration for taking this step and showing great leadership moving forward.
Clerk Cross stated that this is a ray of hope in a dark place.
- VII. CONSENT AGENDA
 - A. Approval of Consent Calendar
 - B. Agenda August 23, 2012
 - C. Approval of Minutes on June 21, 2012, June 25, and July 3, 2012
 - D. 5th Grade Camp – Overnight Excursion Approval, Tremont
 - E. Safeside Security
 - F. Overnight Field Trip Authorization – DHS VolleyballA motion was made by Clerk Cross, seconded by Vice President Pinon to approve Consent Agenda and unanimously approved.
- VIII. COMMUNICATIONS – Three Minute Reports
 - A. Student Board Member Report
None.
 - B. Parent Association Representatives
Tremont’s PTA representative Julie Mustard stated that Tremont’s Innisbrook Fundraiser goes through next Friday. Every year this fundraiser earns about \$12,000 for Tremont. It allows for extra assemblies, extra supplies, and \$1,000 for each grade level. Tremont’s Fall Festival and Book Fair is coming up soon and in prior years they have been able to put 10,000 books back into classrooms and library.
Mrs. Mustard also stated that eScripts and Safeway club cards is again up and running. Thanks to Ron Peters who got us back on track legally. Also thanks to a group of parents who have taken this on and were able to deliver \$4000 to each school site.
Clerk Cross would like to formally thank and recognize Safeway.
 - C. Employee Association Reports
DTA Co-President Julie Felkins stated that she would like to clarify to the community that there has been a misunderstanding of how and when the .22 fte Physical Education Teachers at the elementary sites was supposed to happen. They had a successful negotiation session on June 5th but the language wasn’t presented until Sunday August 5th, within two week the teachers had voted and the vote passed with 74% of teachers support. If the Negotiations took place around May 4th before school got out they could have voted and had positions in place right now. How quickly can the teachers start working?

SEIU Representative Ian Arnold introduced Nathan Hansford the new classified representative. Mr. Hansford stated that he is looking forward to working with the Dixon and passing Proposition 30.

D. Cabinet Reports

1. Senior Director Education Services

Absent

2. Chief Business Official

Ms. Nunley stated that the Business office is working on closing the books. Maintenance had to replace two air conditioning units this year; one at CAJ and one at Tremont. They are experiencing less HVAC work orders than past years, which is attributed to preventative maintenance on HVAC systems this summer. Clerk Cross asked Ms. Nunley if she felt this preventative maintenance has been cost effective and Ms. Nunley stated yes. Ms. Nunley also stated that Maintenance is looking into a new energy management system with concerns of needed repairs. Later this evening Ms. Nunley will be speaking on the conditional budget approval letter and Anderson assessment.

3. Director Special Education/Pupil Services

Ms. Connaughton stated that Special Ed is still working on placing new students to the district including county classes and how to best serve them. The Children's Nurturing Project is now in place and will have good things to report soon. The Expulsion process has a lack of an educational component so she is looking at options to help them correct the reasons for their expulsion. Special Education has received 16 new students with a total of 380 students served.

4. ITS Coordinator

Mr. Monachello stated that technology closed 185 tickets and continues to work on 14. Wireless has been installed at every site. Anderson received 20 new laptops through Anderson's PTA. Technology hopes to have the computer carts up and running next week at GH and Aspire. The Rotary Club has donated \$9,000 to fund technology. The new Web page is up and running. This week the District office experienced two power outages and it had interrupted the District's email. Should be running smooth now.

E. Superintendent's Report

Mr. Dolan stated that the Management team met today and reports of a smooth start to the year. The school year is well underway with a few minor challenges. Mr. Dolan continues to watch enrollment, there was a drop of 55 students, which is a typical number to see at this time of year. Enrollment is in better shape than was projected, we have a total of 3556 students this year and 3602 students last year. There might be a little growth in enrollment around Labor Day. The District will report out the CBEDS numbers the first week of October. Mr. Dolan attended Back to School Night at CAJ, Anderson, Gretchen Higgins, and Tremont. Teachers did a great job of welcoming parents. There has been staffing issues with new students coming in and special needs. Mr. Dolan met with SEIU last week, welcomed Nathan off to a good start, it was a very positive meeting and expressed appreciation talking about trigger language. SEIU and Mr. Dolan will be meeting again on Monday and Wednesday and again the following Monday. Mr. Dolan attended a Chamber Commerce luncheon on Tuesday. Community members have an interest in supporting the District and STEM. Mr. Dolan looks forward to continuing to work with them in the coming months.

- IX. PUBLIC COMMENT: Persons wishing to introduce a topic within the subject matter jurisdiction of the District and not on the agenda may do so at this time. By law, subjects not on the agenda cannot be acted upon by the Board, except to briefly respond, clarify, or refer to staff for review and presentation at a future meeting. Comments will be limited to five minutes per person to maximum of twenty five minutes per topic unless extended by the Board President.

DTA Representative Steve Savage stated that he is proud to work with the incredible teachers of Dixon. It was a great start for the year. DTA is always ready to have the discussion on concessionary language. There has been an economic crisis and Dixon have seen other Districts take cuts but the other Districts are different from Dixon. Dixon's Administration has done an excellent job making necessary cuts early to cushion and protect this District. Dixon ended with a 26% reserve, 6.7 million dollars which is 8 times the required. The District is required to give a projection of the District's finances over the course of 3 years. Projections have proven to be wrong. DTA does not make bargaining decisions with employees over projections; instead, they will look at the actuals spent last year. Even the County has asked for clarification on how you could budget more than the State requires you to spend. Pass Proposition 30 and save education.

Member DiPaola asked Mr. Savage to please stay for item X – B.2.

SEIU Representative Ian Arnold stated that the current Administration is not responsible for the budget consequence for what occurred. SEIU filed a grievance and an employee was awarded full back pay of thousands of dollars for an inappropriate reclassification. She will still not get her house back. Mr. Arnold asked the Board to really review any grievances filed and to do what is right.

X. INFORMATION, DISCUSSION, ACTION

A. Brian Dolan, Superintendent

1. Declaration of Need for Fully Qualified Educators

Action

Mr. Dolan asked the Board to adopt the Declaration of Need for Fully Qualified Educators. This will allow two teachers in the process of completing their certification to work with English Learners to obtain an emergency permit while completing their coursework.

A motion was made by Member DiPaola, seconded by Clerk Cross to approve Declaration of Need for Fully Qualified Educators and unanimously approved.

B. Cecile Nunley, Chief Business Official

1. Anderson Elementary School Assessment

Information, Discussion

As part of ongoing facilities management, Anderson Elementary had an evaluation of its major systems concerning building shell integrity. In order to meet the safety requirements for staff and students an evaluation of the soundness for Anderson Elementary was provided.

Ms. Nunley presented needed repairs for Anderson's roofs, exterior walls, doors, and windows, interior finishes, ADA compliance, mechanical and plumbing along with the costs for these repairs. Ms. Nunley stated that along with the hard costs for the repairs there would also be soft costs of about 15% more. These repairs do not improve program things such as kindergarten bathrooms and a kindergarten playground.

Member Garcia stated that he would like to know how many useful years the District would be getting out of the repairs versus modernization versus a new site.

2. Conditional Approval of 2012-2013 Budget

Information, Discussion

The Solano County Office of Education (SCOE) has given conditional approval of the Dixon Unified School District's budget. The timeline is accelerated by state guidelines and require action by the September 13, 2012 Board Meeting. Ms. Nunley presented an outline of the requirements of Education Code 42127.

Ms. Nunley stated that without contingency plans in place the District would be unable to outline the requirements.

The following steps the District is required to take;

- o The District must close out its 2011-12 financial records and include its unaudited actuals in its revised 2012-13 budget submission
- o The District must revise and readopt its budget by September 15, 2012, addressing the SCOE's concerns and incorporating the latest information from the 2012-13 enacted state budget.
- o The District must provide SCOE with a multi-year projection that demonstrates the District's ability to meet its financial obligations and the minimum reserve levels.
- o The District must prepare and submit two multi-year projections. One without trigger cuts and one including trigger cuts on actual revenue so that the impact reflects across the future years.
- o The District must provide a plan to mitigate the potential mid-year trigger cuts.
- o Based in the revised adopted budget submitted, the Board must approve a resolution acknowledging the Board's commitment to budget reductions for the subsequent years of the multi-year projections.
- o The District must adjust its ADA to Enrollment projections to meet at least the established standard of 94.6%. SCOE recommends the District adjust the projections so that the projected ratios do not exceed the historical average ratio of 94.1%.
- o SCOE will reevaluate the revised budget for approval or disapproval.
- o The District will use the proposed 2012-13 budget as a working budget until SCOE approves the District's budget.

Member DiPaola stated that the letter reads that SCOE is not suggesting they are requiring.

Clerk Cross stated that there would be consequences if Prop 30 doesn't pass.

Board Members stated that if the District does not meet these requirements SCOE, with the State's help, would prepare the District's Budget.

Member DiPaola stated that this is irresponsible if the District does not contingency plan. If the Board thought, the projections were so far out there, they would not be talking about needing contingency triggers. If the District does not comply with the requirements, they could be forced to use a fiscal advisor from the County at the District's costs, which would impact the budget in 12-13. Mrs. Felkins stated that the Board complimented teachers on the MOU and she was frustrated SEIU has been complimented on their communication. Mrs. Felkins felt confused, belittled, and personally insulted by what the teachers did to ensure safety of students by bringing back Physical Education teachers back to elementary sites. She feels like the line of communication has been open and no one has reached out to her to voice concerns. Teachers are working extremely hard to work with what they have.

President Okhremtchouk stated that everyone is feeling fear and frustration. Students are the priority. She hopes the day will come and Prop 30 passes. Everyone needs to be on the same page

and negotiate triggers. She feels afraid for the students. President Okhremtchouk also stated that she completely understands the financial strain this would be for teachers.

Mr. Savage stated that they have spent hours and hours in negotiations and contingencies have not been discussed. If they were, there might already be a contingency plan in place.

Mr. Dolan provided a letter about cuts to management in May and stated that DTA has not agreed to make contingency plans.

DTA Co-President Amy Circo stated that it is not about salaries for teachers. Their concern is first students or they wouldn't be teachers. Children are going to lose 15 days if Prop 30 doesn't pass.

The only concern is salaries is absolutely false.

President Okhremtchouk asked Mr. Dolan to clarify the 15 days

Mr. Dolan stated that the District would have an option to cut 15 days on top of the 5 days already approved the State but it is still a bargaining item.

Teacher Jill Fry stated that teachers have given their 3% cut. She applauded the teachers for taking a cut. Teachers have to make a living as well. She is concerned about students as well, but teachers have been dealing with a lot.

Teacher Tanya LaBass stated a couple concerns DTA had last year when they were in negotiations. They figured out 3% from teachers is about \$450,000 but it is not that 1.5 million dollars so where will the balance come from. She needs to feel that cuts will count for something, it is more than just teacher's salaries that would be cut. It is a loss of education to children. Children do come first that is her #1 concern. Dixon is a Program Improvement District. Davis Unified's testing scores reflects their 5 days that were cut.

SEIU Co-President Carlos Augusto stated that he doesn't want to be mistaken to the public that DTA and SEIU are going to be divided. Mr. Augusto is an employee, with three kids in District and this mess was created in Sacramento, everyone is frustrated and everyone loves the kids of this District. Everyone needs to start working together professionally and find patience.

Member DiPaola stated that he appreciates every teacher and believes there is a real leadership and if he could pay million dollars each to teachers, he would do it. The District is facing reductions and can't possibly proceed any further without planning.

XI. AGENDA ITEMS FOR FUTURE MEETINGS

Member Garcia would like to have the Athletic Task Force reconvene.

Member DiPaola would like to see a standing agenda item on the budget.

XII. BOARD ANNOUNCEMENTS

Irina Okhremtchouk

Gil Piñon- Anderson back to School night Student Council.

Herb Cross – Chamber Ed Com. Ept. 18 th at noon and press and Levine role out to the public the Stem program is about.

Joe DiPaola – CAJ back to school night band great performance.

Guy Garcia – Back to School Night at Tremont. Sites visit with her as much as I can.

XIII. COMING EVENTS

A. August 29 – DHS Back to School Night

B. September 5 – MPHS Back to School Night

C. September 13 – Board Meeting

XIV. ADJOURNMENT - 9:11p.m.