

Dixon Unified School District
Meeting of the Governing Board
Thursday, October 11, 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
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Herb Cross, Clerk
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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 Vice President Piñon at 6:13 p.m. and adjourned to closed session.
- A. Negotiations with DTA & SEIU–Agency Designated Representatives Brian Dolan and Cecile Nunley – Gov. Code Section 54975.6
- II. ANNOUNCEMENTS FROM CLOSED SESSION
None.
- III. BUSINESS MEETING – 7:00 P.M. – 7:00
- A. Pledge of Allegiance
 - B. Roll Call
 1. Irina Okhremtchouk, President -A
 2. Gil Piñon, Vice President -P
 3. Herb Cross, Clerk -P
 4. Joe DiPaola, Member -P
 5. Guy Garcia, Member - A
 6. Samantha Benson, 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
Mr. Dolan expressed condolences on behalf of the District with the passing of 13-year-old C.A. Jacobs student Steven Mendoza on September 28th. Mr. Dolan visited C.A. Jacobs and Dixon High School where Steven had many friends and could see the significance of his death had deeply affected many students. Mr. Dolan was a Principal at Anderson where Steven attended elementary school and stated that he was a very kind, gentle, and sweet kid. Many kids were drawn to Steven because of his personality with not a mean bone in his body. Steven was a frequent visitor at the Dixon Teen Center. The teen center helped organize and held a memorial service for Steven on Saturday. The teen center also aided in support and comfort. Students got up and spoke about Steven. Many kids spoke so well about who Steven was. Steven mattered. Rest in peace Steven.
The Board also expressed their condolences to the Mendoza family.
- VI. CORRESPONDENCE
Mr. Dolan stated that the Solano County Office of Education will be making a change with the County’s Fiscal Expert for the District. Lettie Allen has been here supporting the District for some time. Mr. Dolan thanked Ms. Allen for her support and the District was lucky to have her. He respects her and her respectful, supportive matter. Mr. Dolan thanked Superintendent Speck for giving us Ms. Allen. The County will be assigning a new fiscal expert at no cost to the district at this time.
- VII. CONSENT AGENDA
- A. Approval of Consent Calendar
 - B. Agenda October 11, 2012
 - C. Warrants – monthly record of accounts payables that have been processed
 - D. Approval of Minutes on September 13, 2012 and September 27, 2012
 - E. Acceptance of Donation from Dixon Youth Basketball – Gretchen Higgins
 - F. Acceptance of Donation from Soroptimist International – Gretchen Higgins 5th Grade Outdoor Education
 - G. Overnight Field Trip Authorization – DHS Cross Country
 - H. Overnight Field Trip Authorization – DHS Cross Country
 - I. MOU Teaching American History Academy
- A motion was made by Member DiPaolato to pull items VII-G and VII-H and move items to X-C.1 and C.2 and approve the remainder of Consent Calendar, seconded by Clerk Cross and unanimously carried.
- VIII. COMMUNICATIONS – Three Minute Reports
- A. Student Board Member Report
Ms. Benson stated that everything at DHS is going well. DHS is in the middle of their homecoming week and are showing a lot of school spirit. The homecoming game is tomorrow and the dance is on Saturday. Next week they are having the PSAT.

B. Parent Association Representatives

None.

C. Employee Association Reports

DTA Co-Presidents Amy Circo and Julie Felkins expressed condolences to Steven Mendoza's family. Steven was a student of Ms. Circo. She expressed what a sweet, gentle, and good student person Steven was.

5th grade teachers and students returned from 5th grade camp. There has been conversations to get all three sites back at camp at the same time. Ms. Circo and Ms. Felkins thanked the Board for their hard work and commitment to Dixon and teachers. They recently saw that the District has compiled a list of cuts and they understand it is extensive and for the record, the plan has never been shared with the DTA.

DTA is ready to have the difficult conversation about contingency planning.

Member DiPaola stated to DTA that the Board has not seen a list.

SEIU Co-Presidents Ms. Youngs and Mr. Augusto expressed their sympathy for the Mendoza family.

SEIU just found out about the town hall meetings and would have liked the heads up of meetings. They expressed their concern about the list of cuts they were unaware of.

The District received a grant and SEIU is concerned that there are duties being performed by people not certified to do so. These positions are food service and custodial and there needs to be communication about the impact.

D. Cabinet Reports

1. Senior Director Education Services

2. Chief Business Official

Ms. Nunley stated that the District was able participate with the County and other Districts to see demos for the new financial systems. They will meet again to discuss the financial systems and costs. Town Hall meetings have been scheduled. Ms. Nunley attended a risk management meeting on Wednesday regarding pesticides, cleaning supplies and following the rules and requirements regarding these. There will be training on October the 18th for proper use of pesticides. Proposition 30 is seeing support at 51% right now.

3. Director Special Education/Pupil Services

Ms. Connaughton stated that the Children's Nurturing Project at Tremont, Anderson, Gretchen Higgins and CAJ has twelve groups going at this time. The District is exploring new ideas for transitions for Special Education students after graduating or receiving certificates. Looking forward to working with other agencies like North Bay Regional Center to help these students. Special Education is also focusing on assessments for students to build services around.

Ms. Connaughton is also gathering and validating accurate information about attendance and truancy.

4. ITS Coordinator

Mr. Monachello stated that out of 59 trouble tickets, 57 have been closed. The month of July showed that we had 1105 visits to the District Web site, 3800 in the month of August, and 2750 in the month of September. Both Thomas and Gary are working on a piece of software called Absolute. Absolute will allow them to remote control a PC to fix problems at any given time from one location. He is hoping to cut down time to close trouble tickets. The District has 32% of middle school students and 54% of high school students using Homelink and 44% of middle school parents and 52% of high school parents using Homelink. Keith just returned from an Aeries training and will be looking forward on getting more emails into the Aeries system.

E. Superintendent's Report

Mr. Dolan stated that the Accountability Progress Reports were released today and the District will present the report on this at the October 25th Board Meeting. There is some encouraging news and some challenges ahead. Mr. Dolan spent time at Anderson and Tremont this week and attended the powder puff football game at DHS. As Samantha stated it is homecoming week at DHS, there will be a rally tomorrow morning followed by the football game in the evening and Homecoming dance on Saturday. Teachers have attended Common Core training. Common Core is something we will talk to you about more and more at the upcoming Board Meetings. The student forum meeting is coming up, probably November 8th. The meeting is usually held in the theater at 3:30 right after school. Mr. Dolan apologized for any confusion out there concerning a list of cuts and reductions. There is currently not a list but the District is currently gathering information for a list. At the Board Meeting a couple of weeks ago, the Board and Mr. Dolan discussed holding town hall meetings to inform the community on the District's finances and future. Mr. Dolan apologized for not sending the information out to staff. His focus was to get this information out to parents and the community.

- 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.
None.

X. INFORMATION, DISCUSSION, ACTION

A. Brian Dolan, Superintendent

1. Approval of Temporary Athletic Coaches for the Fall 2012-13 Season Action

Administrative Regulation 4127 requires the Administration to receive the Governing Board's approval of all temporary athletic coaches. The Board received a document identifying all of the fall season temporary athletic coaches for Dixon High School and C.A. Jacobs.

Member DiPaola stated that not all the sports are listed.

Mr. Dolan stated that this was just the fall sports.

Ms. Felkins stated that they have worked really hard to try and clean this process up. She was able to finish this process faster than it has been done in the past. The Board should have this list in mid-November for winter sports.

Member DiPaola thanked DTA for the reduced stipends.

A motion was made by Clerk Cross, seconded by Member DiPaola to approve Temporary Athletic Coaches for the Fall 2012-13 and unanimously approved.

2. Update on Budget Development Process Information

Mr. Dolan and Ms. Nunley updated the Board on steps the District has taken to implement the Budget Development process discussed at the September 27, 2012 meeting.

The District will be holding Town Hall Meeting as follows:

October 16th – 6:30 p.m. at the Tremont Multi-Purpose Room

October 24th – 6:30 p.m. at the DHS Theater

October 30th – 6:30 p.m. at the Anderson Multi-Purpose Room

The District will be reviewing with the community the history of the District's finances over the last few years, budget documents, timelines, impact of the District, the future, Proposition 30 pass or fail and what this all means for the District. The District will be giving everyone who attends the chance to ask questions and propose ideas. There was a press release today and we will be updating the District's Web site with information about the town hall meetings, as well as automated phone calls home to parents.

The District will be receiving a new financial advisor. The District intends to have him or her around about once a week. The District is looking forward to the additional support.

The District is working on providing different scenarios with the passing or failure of Proposition 30 with a potential revenue list as well.

Co-President Julie Felkins stated that DTA wants to make sure that in the town hall meetings it is made clear that devastation is going to happen if Proposition 30 fails and DTA cuts will be a drop in the bucket compared to the whole picture.

The Town Hall meetings will have translators available.

3. AB 1200 Disclosure and Public Comment on Proposed Contract Revisions and Memorandum of Understanding with the Dixon Teachers Association Information, Discussion

AB 1200 requires disclosure to the public and review by the County Office of Education as a condition of approval.

Mr. Dolan explained there is no financial impact with this settlement.

4. Approval of Contract and Memorandum of Understanding with the Dixon Teachers Association Action

The agreement presented to the Board is the result of collaboration between the Dixon Teachers Association (DTA) and the District. DTA has already ratified the agreement in a vote of its members.

The permanent language changes clarify leave accounting procedures, posting for extra-duty positions, and insurance coverage standards for both active employees and retirees. The memorandum of understanding addresses a reduced amount for stipends on the Extra Duty page in return for three part-time support positions for physical education at the elementary level and some continued working condition items from the memorandum of understanding that was in place for 2011-12.

In accordance with AB1200, enactment of the agreement is contingent upon final approval by the Solano County Office of Education

Ms. Felkins asked if the Physical Education Teachers for the elementary sites will start in November.

Mr. Dolan stated that it could be sooner if the District hires in-house.

Ms. Felkins also stated that teachers are confused and conflicted; the teachers agreed to give up 60% and haven't received the physical education teachers yet. How is this going to be fixed?

Mr. Dolan stated that he would like to sit down and discuss.

A motion was made by Member DiPaola, seconded by Clerk Cross to approve Contract and Memorandum of Understanding with the Dixon Teachers Association and unanimously approved.

B. Cecile Nunley, Chief Business Official

1. Charter School Facilities Agreement

Information, Discussion, Action

Education Code section 47614(b) requires that a school district make available, to each charter school operating in the school district, facilities sufficient for the charter school to accommodate all of the charter schools in-district students in conditions reasonably equivalent to those in which the students would be accommodated if they were attending other public school of the district.

Member DiPaola is concerned about the extra bathrooms the charter school has expressed interest in and the District not just letting them use them free of charge.

Clerk Cross stated that the charter school lease the facility on a square footage basis, regardless of what the use is. The charter school chose to use that square footage that is in the agreement.

Mr. Dolan cautioned the Board that giving any one of the District's many lessors something for free wouldn't be right.

Mrs. Youngs stated that the students are in the community but not in the District and the charter school should pay their way just like everyone else.

A motion was made by Clerk Cross, seconded by Member DiPaola to approve Charter School Facilities Agreement and unanimously carried.

C. Overnight Field Trip Authorization – DHS Cross Country

1. VII –G

Member DiPaola requested that there be additional supervision for the overnight field trip.

Mr. Dolan stated that the ratio is within the standards.

A motion was made by Clerk Cross, seconded by Vice President Piñon, and opposed by Member DiPaola to approve Overnight Field Trip Authorization – DHS Cross Country and carried 2 to 1.

2. VII- H

Member DiPaola requested that there be additional supervision for the overnight field trip.

Mr. Dolan stated that the ratio is within the standards.

A motion was made by Clerk Cross, seconded by Vice President Piñon, and opposed by Member DiPaola to approve Overnight Field Trip Authorization – DHS Cross Country and carried 2 to 1.

XI. AGENDA ITEMS FOR FUTURE MEETINGS

None.

XII. BOARD ANNOUNCEMENTS

Irina Okhremtchouk

Gil Piñon – Vice President Piñon thanked Anderson's 5th grade for the card. He had a great time at 5th grade camp.

Herb Cross – Clerk Cross thanked Ms. Allen for her service to the District. Ms. Allen and Ms. Alarcon and Dee put in a great deal of extra work at no cost to the District because they cared a great deal for this District.

Joe DiPaola – Member DiPaola encourages the community to attend the town hall meeting.

Guy Garcia

XIII. COMING EVENTS

A. October 12 – DHS Homecoming Game

B. October 25 – Board Meeting

XIV. ADJOURNMENT – 8:21pm

