

# Gold Trail Union School District



**District Office**  
1575 Old Ranch Road  
Placerville, CA 95667  
1.530.626.3194  
Fax 1.530.626.3199  
Scott Lyons  
*Superintendent*

**Board of Trustees**  
Julie Bauer  
*President*  
Janet Barbieri  
*Clerk*  
Sue Hennike  
Micah Howser  
Daryl Lander

**Sutter's Mill School (K-3)**  
4801 Luneman Road  
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1.530.626.2591  
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Scott Lyons  
*Superintendent/Principal*

**Gold Trail School (4-8)**  
889 Cold Springs Road  
Placerville, CA 95667  
1.530.626.2595  
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Boyd Holler  
*Principal*

*An Equal Opportunity Employer*

## **BOARD OF TRUSTEES Special Session Meeting Thursday, July 23, 2020 6:00 pm Sutter's Mill MP Room Agenda**

On March 12, 2020, as part of a larger effort to address the COVID-19 outbreak, Governor Gavin Newsom issued an executive order allowing state and local legislative bodies to hold meetings via conference calls without violating the Brown Act, to accommodate for Physical Distancing Guidelines. The public is invited to log in using this link:

### **Join Zoom Meeting**

<https://us04web.zoom.us/j/79155295739?pwd=MEJ3UGdKL2RqTENLUWN1MzJFaXJZZz09>

**Meeting ID: 791 5529 5739**

**Passcode: q3cSML**

Note: This meeting is being held by virtual means and will be made accessible to members of the public seeking to attend and address the Board through the link above. We will allow for members of the Public to attend this meeting in the MP Room of Sutter's Mill at 6pm with Physical Distancing, but space WILL be limited.






Members of the public wishing to attend the meeting in person should contact the Administrative Assistant to the Superintendent, Clarisse Fanning at: (530) 626-3194 at least 8 hours prior to a special meeting, to secure a spot and allow for physical distancing. Masks will be required for in-person attendance.

In compliance with the Americans with Disabilities Act, for those requiring special assistance to access the Board meeting room, to access written documents being discussed at the Board meeting, or to otherwise participate at Board meetings, please contact the Board Secretary, Scott Lyons, at (530) 626-3194 for assistance. Notification at least 24 hours before the meeting will enable the District to make reasonable arrangements to ensure accessibility to the Board meeting and to provide any required accommodations, auxiliary aids or services.

**6:00 P.M.**

**OPENING BUSINESS**

### **1. CALL TO ORDER**

-  J. Bauer, President
-  J. Barbieri, Clerk
-  S. Hennike, Member
-  M. Howser, Member
-  D. Lander, Member

### **2. PUBLIC SESSION**

#### **.1 Flag Salute**

**3. ACTION ITEM: Adoption of Agenda**

The Board will review the agenda prior to adoption, taking this opportunity to re-sequence or table agenda topics.

**4. OPEN HEARING**

Under the Brown Act and open meeting laws, members of the community wishing to address an item on the agenda may do so at this time or for action items, when they come before the Board. Items not on the agenda, even if they are within jurisdiction of this body, may not be addressed at this time. A three-minute limit is set for each speaker on all such items. (Board Bylaws 9323/Government Code 54952)

<b>ACTION ITEM</b>
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**5. ACTION ITEM: Job Description: Lead Cafeteria Aide**

The Board will take action to adopt the job description.

**6. ACTION ITEM: COVID-19 Information Update, Discussion, and Possible Action to Determine Methodology in Delivering Curriculum in the 2020-21 School Year**

After receiving most current information disseminated from state and local agencies, then with commensurate discussion the Governing Board may take action to re-open the 2020-21 school year with one of the following curriculum delivery models:

- In-class, on-campus five (5) days a week instruction
- Distance learning for families who prefer to not have on-campus instruction
- Hybrid version blending on-campus and distance learning

<b>ADJOURNMENT</b>
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**PUBLIC INSPECTION**

Documents provided to a majority of the Governing Board regarding an open session item on this agenda will be made available for public inspection in the District Office, located in the Sutter's Mill School Administration building, 4801 Luneman Road, Placerville, California, during normal business hours. In addition, such writings and documents will be posted on the District's website, [www.gtusd.org](http://www.gtusd.org). Agendas will be posted at:

**Gold Trail School**

889 Cold Springs Road  
Placerville, CA. 95667

**Sutter's Mill School/District Office**

4801 Luneman Road  
Placerville, CA. 95667

[www.gtusd.org](http://www.gtusd.org)

**Agenda in addition to all supplemental information**

**District Vision**

Our vision is to create and maintain an environment where every child receives a high quality education and comes to school feeling safe, cared for and optimistic about his or her ability to learn. (*Board Bylaw 9322*)

**Goals**

- Provide academic programs that will lead to high achievement.
  - Find creative ways to allow for a more enriched and broad educational experience.
  - Provide a physically and emotionally safe environment for the school community.
  - Ensure the long term financial stability of the District.
  - Maintain and continually update technology systems that access and encourage use by staff, students and community. (*Board Bylaw 9322*)
- Adopted December 2018*

<b>AGENDA ITEM</b> <b>Opening Business</b>
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On March 12, 2020, as part of a larger effort to address the COVID-19 outbreak, Governor Gavin Newsom issued an executive order allowing state and local legislative bodies to hold meetings via conference calls without violating the Brown Act. The public is invited to log in using the following credentials:

<https://us04web.zoom.us/j/79155295739?pwd=MEJ3UGdKL2RqTENLUWN1MzJFaXJZZz09>

Meeting ID: 791 5529 5739

Passcode: q3cSML

**1.0 CALL TO ORDER**

-  J. Bauer, President
-  J. Barbieri, Clerk
-  S. Hennike, Member
-  M. Howser, Member
-  D. Lander, Member

**2.0 PUBLIC SESSION**

**.1 Flag Salute**

**3.0 ACTION ITEM: Adoption of Agenda**

This item is provided as an opportunity for trustees, through consensus, to re-sequence or table agenda topics.

<b>ACTION</b>		<i>Moved</i>		<i>Seconded</i>	
<div><input type="checkbox"/> <i>Approved as is</i></div> <div><input type="checkbox"/> <i>Not approved</i></div> <div><input type="checkbox"/> <i>Amended to read:</i></div>					
<i>Voted Aye</i>	<i>Bauer</i>	<i>Barbieri</i>	<i>Hennike</i>	<i>Howser</i>	<i>Lander</i>
<i>Voted Nay</i>	<i>Bauer</i>	<i>Barbieri</i>	<i>Hennike</i>	<i>Howser</i>	<i>Lander</i>
<i>Abstained</i>	<i>Bauer</i>	<i>Barbieri</i>	<i>Hennike</i>	<i>Howser</i>	<i>Lander</i>
<i>Absent</i>	<i>Bauer</i>	<i>Barbieri</i>	<i>Hennike</i>	<i>Howser</i>	<i>Lander</i>

**4.0 OPEN HEARING**

(Education Code 35145.5, Government Code 54952/54954.3, Board Bylaw 9323)

***President script:***

Under the Brown Act and open meeting laws, members of the community wishing to address an item on the agenda may do so at this time or for action items, when they come before the Board. Items not on the agenda, even if they are within jurisdiction of this body, may not be addressed at this time. A three-minute limit is set for each speaker on all such items. (Board Bylaws 9323/Government Code 54952)

Would any member of the audience like to address the Board? Signing in is not necessary.

**AGENDA ITEM 5.0****ACTION ITEM: Job Description: Lead Cafeteria Aide****BACKGROUND**

This new job description is brought forward for Board approval.

**ATTACHMENTS**

➤ **Lead Cafeteria Aide Job Description**

**BUDGETED**☐ NA☒ Yes☐ No☐ Cost Analysis Follows**RECOMMENDATION**

The Board will take action to approve the job description.

**NOTES**

<b><i>ACTION</i></b>	<i>Moved</i>	<i>Seconded</i>
<input type="checkbox"/> <i>Approved as is</i> <input type="checkbox"/> <i>Not approved</i> <input type="checkbox"/> <i>Amended to read:</i>		
<i>Voted Aye</i>	<i>Bauer Barbieri Hennike Howser Lander</i>	
<i>Voted Nay</i>	<i>Bauer Barbieri Hennike Howser Lander</i>	
<i>Abstained</i>	<i>Bauer Barbieri Hennike Howser Lander</i>	
<i>Absent</i>	<i>Bauer Barbieri Hennike Howser Lander</i>	

Gold Trail Union School District <b>POSITION DESCRIPTION</b>
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<b>Lead Cafeteria Aide</b>
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Responsible To: Principal	Series: Classified	Division: School Administration
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**Basic Function**

Under general supervision, the Lead Cafeteria Aide is responsible for assisting with the preparation of a variety of foods; distributing food items for general consumption by students and school personnel; maintaining facilities in a sanitary condition and collecting money for meals served.

**Performance of Responsibilities**

1. Supervises students in line for breakfast and/or lunch
2. Assists in the maintenance of a safe and clean lunch room.
3. Assists in receiving and storing food and supplies
4. Stresses to all students safe standards of behavior according to school rules and regulations.
5. Reports immediately flagrant violation of school rules to the site administrator.
6. Performs cashiering duties, accounts for monies collected, inputs information into the district computer program for the purpose of accurate record keeping.
7. Performs record keeping, prepares required reports, menu production records, and temperature logs for the purpose of monitoring compliance.
8. Sets up, serves, and sells breakfast, lunch and a la carte, if applicable, to students and/or district staff for the purpose of meeting mandated nutritional requirements.
9. Performs other related duties as assigned.

**Qualifications****Experience**

Prior job related experience in food preparation, serving and basic kitchen activities

**Education**

High school diploma or equivalent.

**Knowledge of**

Skills to perform basic arithmetic calculations, including calculations using fractions, percent's and/or ratios and operate institutional kitchen equipment. Knowledge of modern methods of food preparation, health codes and sanitation principles.

**Ability To**

Learn quickly the procedures, functions, and limitations of assigned duties.

Understand and carry out oral and written directions.

Establish and maintain effective relationships with adults and children.

**Physical Demands**

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. While performing the duties of this job, the employee is frequently

required to stand; walk; use hands to finger, handle, or feel; reach with hands and arms; and talk or hear. The employee is occasionally required to stoop, kneel, lift, crouch or crawl. The employee must possess adequate ability and physical strength to perform all of the essential tasks in the job classification. Vision sufficient to successfully perform the duties and responsibilities required of this position.

#### Equal Employment Opportunity Employer

The information contained in this job description is for compliance with the American with Disabilities Act (ADA) and is not an exhaustive list of the duties performed for this position. Additional duties are performed by the individuals currently holding this position and additional duties may be assigned.

Adopted by the Board of Trustees:

Gold Trail Union School District  
**CLASSIFIED SALARY SCHEDULE**  
Fiscal Year 2019-20

TA: February 26th 2020  
Unit Ratified: March 2020  
Board Ratified: April 2nd 2020

Calendar Days	1	2	3	4	5	6	7 to 9	10 to 14	15 - 19	20 - 24	25 +
Educationally Related Health Care Counselor 20 <i>Hourly</i>	\$40.59	\$41.79	\$43.02	\$44.29	\$45.60	\$46.95	\$48.34	\$49.77	\$51.25	\$52.77	\$54.33
Nurse* 15 <i>Hourly</i>	\$33.12	\$34.13	\$35.12	\$36.15	\$37.21	\$38.29	\$39.41	\$40.18	\$40.94	\$41.73	\$42.49
Licensed Vocational Nurse (LVN) 17 <i>Hourly</i>	\$22.79	\$23.45	\$24.11	\$24.82	\$25.54	\$26.28	\$27.03	\$27.55	\$28.08	\$28.62	\$29.19
Site Maintenance Coordinator 01 <i>Hourly</i>	\$19.22	\$20.14	\$21.10	\$22.12	\$23.18	\$24.28	\$25.44	\$25.94	\$26.43	\$26.92	\$27.41
Transportation/Utility 14 <i>Hourly</i>	\$18.85	\$19.01	\$19.80	\$20.63	\$21.48	\$22.38	\$23.31	\$23.76	\$24.22	\$24.66	\$25.10
Bus Drvr/Maint (12 OR 10.5) 13 <i>Hourly</i>	\$18.79	\$19.63	\$20.53	\$21.46	\$22.44	\$23.47	\$24.53	\$25.00	\$25.48	\$25.94	\$26.42
Maintenance / Custodian 02 <i>Hourly</i>	\$18.36	\$19.15	\$19.95	\$20.81	\$21.71	\$22.66	\$23.62	\$24.07	\$24.53	\$24.98	\$25.43
Bus Driver 03 <i>Hourly</i>	\$18.25	\$18.43	\$19.21	\$20.03	\$20.89	\$21.80	\$22.73	\$23.17	\$23.59	\$24.03	\$24.47
Bus Driver Instructor 21 <i>Hourly</i>	\$24.10	\$24.82	\$25.57	\$26.33	\$27.12	\$27.94	\$28.78	\$29.64	\$30.53	\$31.45	\$32.39
Behavioral Intervention Inst Asst (HQ) 16 <i>Hourly</i>	\$18.25	\$18.43	\$19.21	\$20.03	\$20.89	\$20.99	\$22.00	\$22.43	\$22.85	\$23.27	\$23.70
Van Driver 08 <i>Hourly</i>	\$18.25	\$18.43	\$18.95	\$19.50	\$20.08	\$20.68	\$21.31	\$21.72	\$22.13	\$22.53	\$22.94
Food Services Coordinator 04 <i>Hourly</i>	\$17.10	\$17.90	\$18.76	\$19.66	\$20.59	\$21.57	\$22.59	\$23.02	\$23.45	\$23.90	\$24.33
Custodian / Fueler / Washer 05 <i>Hourly</i>	\$17.06	\$17.77	\$18.54	\$19.32	\$20.15	\$21.01	\$21.92	\$22.35	\$22.76	\$23.19	\$23.59
Library Technician (HQ) 06 <i>Hourly</i>	\$16.66	\$17.43	\$18.25	\$19.15	\$20.04	\$20.99	\$22.00	\$22.43	\$22.85	\$23.27	\$23.70
DHOH/Sign Language 19 <i>Hourly</i>	\$16.65	\$17.35	\$18.08	\$18.86	\$19.58	\$20.50	\$21.38	\$21.81	\$22.21	\$22.61	\$23.03
Medically Fragile Aide 11 <i>Hourly</i>	\$15.52	\$16.17	\$16.86	\$17.58	\$18.33	\$19.10	\$19.92	\$20.30	\$20.67	\$21.06	\$21.43
Courier 07 Library Tech Assistant (HQ) <i>Hourly</i>	\$15.48	\$16.12	\$16.80	\$17.50	\$18.26	\$19.05	\$19.85	\$20.24	\$20.62	\$20.99	\$21.37
Bilingual TA 18 <i>Hourly</i>	\$15.15	\$15.78	\$16.45	\$17.15	\$17.80	\$18.63	\$19.43	\$19.81	\$20.18	\$20.54	\$20.92
Office Clerk/Casmis Manager 09 <i>Hourly</i>	\$15.06	\$15.83	\$16.58	\$17.37	\$18.18	\$19.05	\$19.95	\$20.33	\$20.71	\$21.10	\$21.47
Teacher Associate (HQ) 10 <i>Hourly</i>	\$14.65	\$15.26	\$15.90	\$16.58	\$17.21	\$18.01	\$18.78	\$19.15	\$19.50	\$19.85	\$20.22
Classroom Aide / Cafeteria Aide / 12 Playground Monitor <i>Hourly</i>	\$14.20	\$14.78	\$15.41	\$16.06	\$16.75	\$17.45	\$18.20	\$18.54	\$18.89	\$19.23	\$19.58
Lead Cafeteria Aide 21 <i>Hourly</i>	\$15.52	\$16.17	\$16.86	\$17.58	\$18.33	\$19.10	\$19.92	\$20.30	\$20.67	\$21.06	\$21.43
	423.62	437.97	455.06	472.98	491.37	510.19	530.44	541.52	552.53	563.70	574.94

\*Nurse: Registered Nurse license required; Bachelor degree or Pupil Personnel Services credential not required.

**AGENDA ITEM 6.0****ACTION ITEM: COVID-19 Information Update, Discussion, and Possible Action to Determine Methodology in Delivering Curriculum in the 2020-21 School Year****BACKGROUND**

After receiving most current information disseminated from state and local agencies, then with commensurate discussion the Governing Board may take action to re-open the 2020-21 school year with one of the following curriculum delivery models:

- In-class, on-campus five (5) days a week instruction
- Distance learning for families who prefer to not have on-campus instruction
- Hybrid version blending on-campus and distance learning

**ATTACHMENTS**

➤ **None**

**BUDGETED**

☒ NA      ☐ Yes      ☐ No      ☐ Cost Analysis Follows

**RECOMMENDATION**

Approve opening school in the 2020-21 school year based on information received to date.

**NOTES**

<b><i>ACTION</i></b>	<b><i>Moved</i></b>	<b><i>Seconded</i></b>
<input type="checkbox"/> <i>Approved as is</i> <input type="checkbox"/> <i>Not approved</i> <input type="checkbox"/> <i>Amended to read:</i>		
<i>Voted Aye</i>	<i>Bauer Barbieri Hennike Howser Lander</i>	
<i>Voted Nay</i>	<i>Bauer Barbieri Hennike Howser Lander</i>	
<i>Abstained</i>	<i>Bauer Barbieri Hennike Howser Lander</i>	
<i>Absent</i>	<i>Bauer Barbieri Hennike Howser Lander</i>	



Gold Trail Union School District  
 Supplemental Information  
 Regular Meeting of the Board: July 23, 2020

<b>ADJOURNMENT</b>
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Meeting was adjourned at \_\_\_\_\_ with the following action:

<i><b>ACTION</b></i>	<i>Moved</i>	<i>Seconded</i>
<input type="checkbox"/> <i>Approved as is</i> <input type="checkbox"/> <i>Not approved</i> <input type="checkbox"/> <i>Amended to read:</i>		
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<i>Voted Nay</i>	<i>Bauer</i>	<i>Barbieri Hennike Howser Lander</i>
<i>Abstained</i>	<i>Bauer</i>	<i>Barbieri Hennike Howser Lander</i>
<i>Absent</i>	<i>Bauer</i>	<i>Barbieri Hennike Howser Lander</i>