

**WILLOWS UNIFIED SCHOOL DISTRICT BOARD OF EDUCATION**

**Regular Meeting – January 12, 2012**

**Regular Session 7:00 p.m.**

**Willows City Council Chambers**

**201 N. Lassen Street, Willows, CA 95988**

**MINUTES**

**1. OPEN SESSION – CALL TO ORDER**

- 1.1 Roll Call – Clerk Mrs. Knight called the meeting to order at 7:00 p.m. Present were: Mr. Ward, Mrs. Knight, and Mr. Munguia. Absent: Mr. Parisio and Mr. Geiger.
- 1.2 Welcome to Visitors
- 1.3 Flag Salute was led by Ms. Skala.

**2. AGENDA/MINUTES**

- 2.1 Approve Minutes for the Regular Meeting of December 8, 2011. Mr. Ward moved, seconded by Mr. Munguia, to approve the Minutes of the Regular Meeting of December 8, 2011. The motion passed with a vote of 3-0.
- 2.2 Approve Agenda for January 12, 2012. Mrs. Knight stated that on Item 4.4 for the Director of Categorical Programs Report, the CA Physical Fitness Test Report would be stricken. Mrs. Knight asked if there was anyone from the audience came to speak about the CA Physical Fitness Test – there were none. Mr. Munguia moved, seconded by Mr. Ward, to approve the agenda for January 12, 2012 with the above deletion from the agenda. The motion passed with a vote of 3-0.

**3. PUBLIC COMMENTS - None**

**4. REPORTS**

**4.1 Employee Associations (WUTA & CSEA)**

**WUTA** – Dr. Geivett asked that WUTA’s report be postponed until Mrs. Amaro returned.

**CSEA** – No report

**4.2 Principals**

**(MES) Ms. McLaughlin reported:**

- Murdock is starting to prepare now for the STAR Test in April. She met with the second through fourth grade teachers about how they will practice weekly with released test questions from the STAR Test. She will send letters home to parents regarding testing information. She is providing and explaining information regarding the tests to the students, trying to help lower anxiety levels. She has also asked the PTO to serve lunch during the testing week so students don’t have to leave class.
- Kindergarten Registration is coming up in March. She will be doing some outreach with the community with fliers, visiting some pre-schools, and talking to parents.

**(WIS) Mr. Sailsbery** gave a handout to the Board – no report.

**(WHS) Mr. Smith reported:**

- He gave a handout to the Board on current activities.
- First semester grades went out last week.
- The Winter Ball was last Saturday and the kids had a great time.
- Winter sports are continuing and the teams are looking good.
- On February 7<sup>th</sup> & 8<sup>th</sup> the CAHSEE takes place. This is the main one of the year since it is for juniors and seniors who haven’t passed the test yet and is also the first time for the tenth graders to take the test. He also gave the Board a handout of the CAHSEE Review Schedule.

**(WCHS) Dr. Geivett reported:**

- Enrollment is now at 24 students.
- They had their Student Forum today. Two students received 23 credits. Eleven students received 12 or more credits. This was for the period from October through December. Dr. Geivett commended Mr. Prinz for his work with the students. Their referrals have also been very minimal.

- The Willows Journal will have an article this Saturday regarding the WCHS students walking the Sun Bridge Center patients at the park. Dr. Geivett praised the program and mentioned that Mr. Berglof, a long-time resident of Willows, does not miss the opportunity to spend time with the students.

**4.3 Director of Business Services – Ms. Skala reported:**

- She has some good news – a subgroup has been formed and had their first meeting today. The secretaries and administrative support staff met to give them an opportunity to share concerns, problems, successes, standardizations, etc. to become more effective and efficient.
- There will be another health insurance committee meeting in February. Their goal is to lower health costs for the employees. They are also looking at the possibility of self-insuring some components.
- A MAA meeting will take place on January 20<sup>th</sup> to see how we can improve the program with more participation and outreach.
- She gave the Board and audience a couple of handouts from School Services regarding the Governor's Budget. She stated that there is the thought that the budget is flat, but when COLA's are not funded, that is an immediate loss of \$230,000 for the next year. When the trigger was pulled, the transportation budget was hit. This year we will lose about \$60,000 and next year it is proposed to lose the entire State funding of \$120,000. This year we had to prepare for the worst and hope for the best. We lost about \$13 per ADA so it wasn't as bad as it could have been. Next month the District will have to come back to the Board with some recommendations and ideas for next year and even with the possibility of some mid-year cuts. This is also the last year that transportation will have the ability to have the small districts bus replacement program so this is our last effort for that. The Governor does have some good ideas for streamlining and controlling monies into revenue limits, mandates, etc. that could benefit districts. It is definitely a challenging time for all districts. We have to budget conservatively. She will be attending a School Services workshop soon and hopes to get more details then.

**4.4 Director of Categorical Programs – ~~CA Physical Fitness Test Report~~ (See Item 2.2 above) – No report.**

**4.5 Director of Transportation/Facilities Operations – Mrs. Taylor reported:**

- She said our district qualifies for applying for two school bus replacements this year. One is because of mileage (over 375,000 miles) and the other is because of its year/age (1988).

**4.6 Superintendent – Dr. Geivett reported:**

- He said the District is spending a lot of time on the budget.
- There are propositions related to educational funding that groups are attempting to qualify for the November 2012 election. They will have a direct effect on what we need to do as a district.
- Next month we will be bring the Fiscal & Program Sustainability Plan (formerly the Cut List) with some suggestions for the Board to consider.
- They had a Budget Committee meeting today. It helps get ideas from the members, (representatives from WUTA, CSEA, administration, and hopefully some parents in the future), to make recommendations to the Superintendent and then to the Board, about what should be on the Fiscal & Program Sustainability Plan.
- We had a fourth grade parent meeting this evening. There was good conversation with some legitimate concerns from the parents. Many of them felt it was a positive idea, but the district will have to work on the logistics such as congestion with dropping off students, library use, etc. He thanked the parents for their input and administrators for attending.
- There will an EDI Training tomorrow at the WIS Library from 8:00 a.m. – 3:00 p.m. He is very pleased to have John Hollingsworth, the author of the book they have been reading on Explicit Direct Instruction, be the presenter for the training. He invited the Board to stop by.

**4.7 Governing Board Members**

**Mr. Ward:**

- He had the opportunity to help serve 200+ wrestlers breakfast with the Knights of Columbus for four grade levels. He said it was a lot of fun.
- He attended the PLC strand meeting on Monday at the District Office. He applauded the school administration and Mrs. Perez for their efforts and organization in this endeavor keeping everyone on the same page. He said it was very rewarding to be part of this group.

**Mr. Munguia:**

- He attended the Nutcracker performance before the break and enjoyed it very much.
- He attended the fourth grade parent meeting this evening and said there were some concerns but thinks everyone is on board with it.

**Mrs. Knight:**

- She thanked the staff at all of the schools for the many positive activities that took place before the break. She thinks it brought the community together and is very grateful for everyone that was involved.
- She has heard a lot of positive feedback from parents on the possibility of the fifth grade moving back to Murdock.
- She received an invitation from the Youth Employment Services for their Fall Recognition Ceremony on January 16<sup>th</sup> at 6:00 p.m. in Willows and January 18<sup>th</sup> at 6:00 p.m. in Orland. Many of our students are learning life skills through this program.

- 4.1 **Employee Associations (WUTA & CSEA)** – Mrs. Knight went back to this item and asked Mrs. Amaro if she had a report. She stated she did not have a report this evening.

5. **CONSENT CALENDAR**

**A. GENERAL**

1. Accept donation of school supplies from Starbucks.
2. Accept \$500.00 donation from Meg Cole for the Varsity Boys' Basketball Team.
3. Accept \$275.00 donation from Sierra Nevada Cheese Company to the WHS Athletic Department.

**B. EDUCATIONAL SERVICES**

1. Approve Interdistrict request for Student #11-12-39 to attend school in the WUSD for the 2011/12 school year.
2. Approve Interdistrict requests for Students #12-13-01 through #12-13-02 to attend school in the WUSD for the 2012/13 school year.
3. Approve Interdistrict request for Student #12-13-01 to attend school in another district for the 2012/13 school year.
4. Approve Spring 2012 Butte College concurrent enrollment for WHS students.

**C. HUMAN RESOURCES**

**D. BUSINESS SERVICES**

1. Approve budget revisions.
2. Approve warrants from 12/7/11 through 1/4/12.

Mr. Munguia moved, seconded by Mr. Ward, to approve the Consent Calendar. The motion passed with a vote of 3-0. Mrs. Knight thanked the individuals and businesses who made donations under Item 5A.

6. **DISCUSSION/ACTION CALENDAR**

**A. GENERAL**

1. **(Information)** Williams Uniform Complaints Quarterly Report. (There were no complaints) This is an "Information" only item; therefore, no action was taken.
2. **(Action)** Approve Agreement for Professional Services between the Willows Unified School District and Matt-Juhl Darlington and Associates. Mr. Munguia moved, seconded by Mr. Ward, to approve the Agreement between WUSD and Matt-Juhl Darlington and Associates. Dr. Geivett stated that the District has enjoyed a good relationship with Mr. Darlington. The motion passed with a vote of 3-0.

**B. EDUCATIONAL SERVICES**

**C. HUMAN RESOURCES**

**D. BUSINESS SERVICES**

1. **(Information)** Review of Independent Auditors Financial Report for WUSD Fiscal Year 2010/11. Ms. Skala addressed the Board. She stated that this is an annual requirement to our audit. We had two findings. The first was related to ASB. We need a control sheet so they can reconcile back to cash. We will improve upon that for next year. The District has signed up both ASB clerks to take an online workshop. The District will do some spot checking to help out with that process. The other finding had to do with interest. She will come back to the Board because she is required to put detail behind these findings to show that we have made changes, present it to the Board for approval, and submit it to GCOE. No action was needed at this time.

2. **(Action)** Approve Giving Authorization to the Superintendent or his designee to submit an application and participate in the Small School District and County Office of Education Bus Replacement Program. Mrs. Taylor informed the Board that the District can apply for two grants but only can accept one. Mr. Munguia moved, seconded by Mr. Ward, to give authorization to the Superintendent or his designee to submit an application and participate in the Small School District and County Office of Education Bus Replacement Program. The motion passed with a vote of 3-0.

7. **ANNOUNCEMENTS**

- 7.1 January 16, 2012, is a district-wide holiday for Martin Luther King, Jr. Day.
- 7.2 The next Regular Board Meeting on will be held on February 2, 2012, at 7:00 p.m. at the Willows Civic Center.

8. **PUBLIC COMMENTS REGARDING CLOSED SESSION ITEM** - None

At 7:43 p.m., the Board took a short recess after the Regular Meeting before going into Closed Session. Clerk Mrs. Knight will report out in Open Session upon the conclusion of Closed Session.

9. **CLOSED SESSION**

Closed Session began at 7:52 p.m.

- 9.1 Pursuant to Government Code §54956.9(a): Conference with Legal Counsel: Existing Litigation (3 cases) Tim Crews v. Willows USD, et.al, Case No. 09CV00697 and Case No. 10CV00860; and Muyassar Al-Rifai, on behalf of her children, v. Willows USD, et. al, Case No. 2:10-CV-02526-MCE-CMK
- 9.2 Pursuant to Government Code §54956.9: Conference with Legal Counsel: Anticipated Litigation (one case)
- 9.3 Pursuant to Government Code §54957: Public Employee Discipline/Dismissal/Release

10. **RECONVENE TO OPEN SESSION**

10.1 Announcement of Action Taken in Closed Session

At 8:02 p.m., the meeting reconvened to Open Session. Clerk Mrs. Knight reported out:

Item 9.1: Information and update given to Board.

Item 9.2: Information and update given to Board.

Item 9.3: Item dropped. (No quorum, as Mrs. Knight recused herself from discussion of item)

11. **ADJOURNMENT**

The meeting adjourned at 8:03 p.m.