

**WILLOWS UNIFIED SCHOOL DISTRICT BOARD OF EDUCATION**

**Regular Meeting – August 9, 2012**

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

**Willows City Council Chambers**

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

**AGENDA**

**1. OPEN SESSION – CALL TO ORDER**

- 1.1 Roll Call
- 1.2 Welcome to Visitors
- 1.3 Flag Salute

**2. AGENDA/MINUTES**

- 2.1 Approve Minutes for the Regular Meeting of June 21, 2012 and for the Special Meeting of July 9, 2012.
- 2.2 Approve Agenda for August 9, 2012.

**3. PUBLIC COMMENTS**

**4. REPORTS**

- 4.1 Employee Associations (WUTA & CSEA)
- 4.2 Principals
- 4.3 Director of Business Services
- 4.4 Director of Categorical Programs
- 4.5 Superintendent
- 4.6 Governing Board Members

**5. CONSENT CALENDAR**

**A. GENERAL**

**B. EDUCATIONAL SERVICES**

- 1. Approve Interdistrict request for Student #12-13-16 to attend school in the WUSD for the 2012/13 school year.
- 2. Approve Interdistrict requests for Students #12-13-43 through #12-13-48 to attend school in another district for the 2012/13 school year.

**C. HUMAN RESOURCES**

- 1. Ratify employment of the following employees for the 2012/13 school year:

Kathryn Parsons	Certificated Teacher (rescinded layoff)
Grace Lozano-Trujillo	Certificated Teacher (rescinded layoff)
Kim Welsh	Certificated Teacher (rescinded layoff)
Jessamin Proctor	Certificated Teacher (rescinded layoff)
Lillian Martinez Xanthus	Certificated Teacher (rescinded temporary position)
Travis Hayes	WHS Math Teacher (8-14-12)
Jessica Campbell	WHS Social Studies Teacher (8-14-12)
Joshua Niehues	MES Fifth Grade Teacher (8-14-12)
- 2. Approve employment of the following for extra duty assignments at WIS for the 2012/13 school year:

<u>Intervention Teachers</u>	
Abold, Dianna	Huntley, Mark
Barley, Heidi	Kamienski (Stewart), Christine
Fleming, Cathy	Shively, Bill
Furtado, Karen	Tate, Mike

Breakfast/Noon Duty Aides:

McClain, Laura  
Nava, Jocabeth  
Taylor, Samantha  
Villicana (Galvan), Patricia

Other:

Noontime Activity – Huntley, Mark/Ksander, Joyce  
ISS – Landberg, Sondra  
ASB Activities Director – Abold, Dianna  
Yearbook Advisor – Abold, Dianna  
Ind. Study Coordinator – Abold, Dianna

Intramural Coaches:

Fleming, Cathy  
Howard, Inette  
Kamienski (Stewart), Christine  
Landberg, Sondra

Lunch Detention

Ksander, Joyce  
Steward, Pam

**D. BUSINESS SERVICES**

1. Approve budget revisions.
2. Approve warrants from 6/20/12 through 8/1/12.
3. Approve ASB Quarterly & Annual Report – WHS, WIS & MES

**6. DISCUSSION/ACTION CALENDAR**

**A. GENERAL**

1. **(Action)** Approve Resolution No. 2012-13-02, “Adopting a Conflict of Interest Code”.
2. **(Information)** Williams Uniform Complaint Quarterly Report (There were no complaints.)
3. **(Information)** First Reading of the following additions/deletions/changes to Board Policies per CSBA’s Policy Guidesheet Recommendations:

BP 0450	Comprehensive Safety Plan
BP 2121	Superintendent’s Contract
BP 3110	Transfer of Funds
BP 3513.1	Cellular Phone Reimbursement
BP 3553	Free and Reduced Price Meals
BP 4140/4240/4340	Bargaining Units
BP 5111	Admission
BP 5113	Absences and Excuses
BP 5131.7	Weapons and Dangerous Instruments
BP 5141.21	Administering Medication and Monitoring Health Conditions
BP 6143	Courses of Study
BP 6145.2	Athletic Competition
BP 6146.1	High School Graduation Requirements
BP 6161.1	Selection and Evaluation of Instructional Materials
BP 6170.1	Transitional Kindergarten
BB 9223	Filling Vacancies
BB 9320	Meetings and Notices

**(COMPLETE POLICIES ARE AVAILABLE FOR REVIEW AT THE DISTRICT OFFICE.)**

4. **(Action)** Approve changing dates for the remaining 2012/2013 board meetings from the first Thursday of the month to:  
October, 2012 meeting to October 11, 2012  
January, 2013 meeting to January 10, 2013  
June, 2013 meeting to June 20, 2013

**B. EDUCATIONAL SERVICES**

1. **(Action)** Approve 2012/13 Certificated/Student Calendar (includes Collaboration Days, Furlough Days, and Minimum Days).
2. **(Action)** Approve 2012/13 School Bus Routes.
3. **(Action)** Approve the attached list of starting times and bell schedules for WUSD schools for the 2012/13 school year.

**C. HUMAN RESOURCES**

1. **(Action)** Approve 2012-2013 Management Salary Schedule.
2. **(Action)** Approve Agreement between the WUSD and CSEA and Willows Chapter #119, dated 7/10/2012.

3. **(Action)** Approve Classified Job Descriptions:
  - a. Lead Custodian (District-wide)
  - b. Bus Driver/Lead
4. **(Action)** Approve Resolution No. 2012-13-03, “Board Member Compensation”.
5. **(Action)** Approve Declaration of Need for Fully Qualified Educators for the 2012/13 school year (Annual Requirement).
6. **(Action)** Approve Classified Substitute List for the 2012/13 school year.

**D. BUSINESS SERVICES**

1. **(Action)** Approve Resolution No. 2012-13-04, Authorizing signatures to cash checks made payable to the Revolving Cash Fund of the District.
2. **(Action)** Approve Resolution No. 2012-13-05, Authorizing signatures for the Willows Revolving Checking Account, which is deposited in Tri-Counties Bank.
3. **(Action)** Approve Resolution No. 2012-13-06, Authorizing signatures for the Willows Cafeteria Account and the General Fund Transmittal Account, which is deposited in Umpqua Bank.
4. **(Action)** Grant authorization to dispose of existing bus through a public auction.
5. **(Action)** Approve bid from A-Z Bus Sales, Inc. for the new bus order. This bus order is connected to the Bus Replacement Grant.
6. **(Action)** Grant authorization to dispose of surplus items.

7. **ANNOUNCEMENTS**

- 7.1. The following in a list of dates and times for Back to School Nights at the different sites:

August 30, 2012 at 6:30 p.m.	Willows Intermediate School
September 4, 2012 at 6:30 p.m.	Willows High School
September 5, 2012 at 6:00 p.m.	Willows Community High School
September 13, 2012 at 6:30 p.m.	Murdock Elementary School
- 7.2 The next Regular Board Meeting on will be held on September 6, 2012, at 7:00 p.m. at the Willows Civic Center.

8. **PUBLIC COMMENTS REGARDING CLOSED SESSION ITEM**

9. **CLOSED SESSION**

- 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 §54957.6: Conference with Labor Negotiator – Agency negotiator: Mort Geivett. Employee Organization: WUTA/CSEA, Non-represented: Management and Confidential
- 9.3 Pursuant to Government Code §54956.9: Conference with Legal Counsel – Anticipated Litigation (one case)

10. **RECONVENE TO OPEN SESSION**

- 11.1 Announcement of Action Taken in Closed Session

11. **ADJOURNMENT**

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The Willows Unified School District Office at least three (3) working days prior to any public meeting.