

WILLOWS UNIFIED SCHOOL DISTRICT

Regular Meeting – March 8, 2018

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 – President Taylor called the meeting to order at 7:00 p.m. Members present were: Jeromy Geiger, Michelle Knight, Alex Parisio, Gina Taylor, and Buck Ward.
- 1.2 Welcome to Visitors
- 1.3 Flag Salute was led by Greg Felton.

2. AGENDA/MINUTES

- 2.1 Approve the Agenda for March 8, 2018.
Mr. Geiger moved, seconded by Mrs. Knight to approve the Agenda for March 8, 2018.
AYES: Geiger, Knight, Parisio, Taylor, and Ward
NOES: None
MOTION PASSED: 5-0
- 2.2 Approve the Minutes of the Regular Meeting of February 1, 2018.
Mr. Ward moved, seconded by Mr. Geiger to approve the Minutes of the Regular Meeting of February 1, 2018.
AYES: Geiger, Knight, Parisio, Taylor, and Ward
NOES: None
MOTION PASSED: 5-0

3. PUBLIC COMMENTS - None

4. PRESENTATIONS

- 4.1 System-wide Mental Health Assessment and Response Treatment (SMART) Team Presentation. Amy Lindsey, Deputy Director of Behavioral Health; Lisa Cull, Behavioral Health Program Coordinator and SMART Team Program Coordinator; Detective Greg Felton, Glenn County Sheriff's Department; and Janet Mendez, Behavioral Health Clinician distributed and presented information about the Glenn County SMART Team. The SMART Team is a collaborative multi-agency team which includes members from Glenn County Health & Human Services Agency (Mental Health & Child Welfare), Glenn County Schools, and Law Enforcement (Sheriff's Office & Probation). They respond quickly and efficiently to critical incidents within our schools such as school threats, suicidal behavior, violence and bullying. SMART uses proven practices to address these incidents and provides ongoing services to resolve identified issues.
- 4.2 Citizens' Bond Oversight Committee (CBOC) Annual Report Presentation. Jim Lambert, Chair of the CBOC, presented its annual report to the Board.

5. REPORTS

5.1 **Employee Associations (WUTA & CSEA)** – No reports

5.2 **Principals**

MES – Stephen Montana reported:

- During collaboration days, the staff typically collaborates within their grade levels. This week, collaboration occurred across the grade levels including the upper grade levels meeting with the 6th grade teachers from WIS. They reviewed Common Core standards and discussed the most essential standards that students need to master before going on to the next grade level.
- Janna Alves has been out since the start of school and had anticipated coming back March 7th. She will be out for the rest of the year. Carissa Gokay, who has been covering for Mrs. Alves in an internship capacity, will be finishing her student teaching with Stacy Lanzi. Debbie Dunning will be covering the class for the rest of the year.

- Working on partnering with Glenn County Office of Education on a grant for Positive Behavioral Interventions & Support (PBIS). PBIS is a proactive way for schools to encourage good behavior. The grant would support professional development and curriculum that would teach social and emotional skills to our kids.
- Thank you to the Murdock PTO for all they do for MES. The Spaghetti Feed fundraiser was a huge success. They have recently decorated the bulletin boards in the office and have also sponsored a Paint Day at the school for deserving kids.
- A Benchmark trainer will be coming to MES for staff development on March 13-14, 2018.
- Kindergarten Round-up will be March 22-23, 2018.
- March 16, 2018, the 4th grade will be going on their annual field trip to the Vogt Ranch in Elk Creek.

WIS – Steve Sailsbery reported:

- 6th Grade basketball has begun.
- On March 2, 2018, the Cardinal Bands attended the California Music Educators' Association Northern Section Region 3 Instrumental Music Festival at Chico State. The 5th period inclusive Cardinal Band, which is considered a junior high band, received a "superior" rating. The 6th period exclusive Cardinal Band, which is considered somewhere between a junior high band and a high school band, also received a "superior" rating.
- The SMART Team spent 15 minutes in each of the English classes at WIS on March 6, 2018. They also come at the beginning of each school year to meet with the staff and go over their program. They are a useful resource to schools.
- 6th grade teachers spent their collaboration day with the MES 4th and 5th grade teachers.
- On March 14, 2018, WIS will be paying tribute to the 17 victims of the Parkland, Florida shooting who lost their lives. Students will go to the gym where they will see a short presentation which will be followed up by students shaking hands of 17 people. Students will go back to class and discuss how to be kind to each other.
- Youth counselors from the Transition Age Youth House in Orland come to WIS on Fridays at lunchtime and interact with the students.
- WIS Open House is April 12, 2018 at 5:30 p.m.
- A parent meeting was held on March 8, 2018, for parents of 8th grade students who are at risk of not graduating or participating the graduation ceremony. There are approximately twenty 8th graders who are at risk of not going through graduation.

WHS – David Johnstone reported:

- Staci Alves started the Glenn Adult Program welding class. She had 12 students.
- WHS received a good report from WASC. They recommended a few areas of improvement. More will be reported on at the next meeting.
- Jessie Proctor, English teacher and SIP coach, presented information about the English department.
- Information regarding the after-school tutorials is on the website.
- Every two weeks, grades are turned in. Mr. Johnstone and Mr. Drury receive the list of students who are at risk. The names of those students are given to the counselors so they can follow up with the students to make sure they are getting the help they need.
- During the 2016/17 school year, there were 268/465 (57.6%) students who received a GPA of 3.0 or higher. This year 270/463 (58.3%) students received a 3.0 or higher.
- Pens at the FFA barn are being built.
- At the next Board meeting, the Math department will be doing a presentation.
- FFA will be holding a plant sale on April 6-7, 2018 from 10:00 a.m. – 3:00 p.m.

WCHS – Dr. Geivett reported:

- Enrollment is at 19 students.
- Two students recently graduated.
- Chris Stifter did an article in the Glenn Gazette about the WCHS students working with the patients at the Willows Care Facility.

5.3 Associated Student Body Report – No report**5.4 Director of Business Services – Debby Beymer reported:**

- With the 50% cut to Title II and the elimination of Educator Effectiveness, there is a need to establish a Professional Development Reserve by moving \$200,000 of the onetime mandated cost dollars into a restricted program next year. Our four year average costs of professional development is \$60,000 per year, with the new teacher induction program alone costing \$31,000.

- Recommending the per pupil allocation be increased by \$10 per pupil and increase the per teacher allocation from \$100 to \$200 in 2018/19. This will bring the site discretionary allocations to: \$70 for TK-5, \$75 for 6-8, \$115 for 9-12, and \$155 for WCHS students. This would allow the district to push out \$21,000 in additional discretionary funding to our school sites.
 - PG&E rates have increased. PG&E says our solar panels are not working up to par, and our solar company says they are working at 98% production and well within the parameters of what the guarantee was. WUSD's peak year with PG&E was \$225,000 which is the highest year we paid. During the first year we were on solar, the PG&E's bill was \$86,000 included gas & electric. In 2016/17 the district paid PG&E \$114,000, and in 2017/18, we have already paid \$112,000 with 4 months left in the year. PG&E said there have been recent rate increases and more would be coming. When we are generating additional power with the solar panels, they credit us at off peak amounts and then bill us on peak amounts. Board members are requesting that teachers not leave their doors open. District is also tracking down staff members that have personal appliances in their classrooms.
 - When WUSD installed the solar panels, the QZAB repayment reserve was established. During the three years when interest only payments were made on the debt and there were significant savings with PG&E, WUSD was able to put \$380,000 in reserve. Two years of debt service is \$564,000. Mrs. Beymer moved an additional \$50,000 into that fund in order to have two years of debt service saved in case we need it. If troubled times come, WUSD may need to use some of the money to make those loan payments. When the loan matures on 12/15/30, the board could then take action to move any remaining funds into other areas of need and close this reserve.
 - Maintenance has requested a new dump truck for 2018/19 and surplus the 2001 Dodge and 1980 Chevrolet C30 trucks currently in our fleet (pictures distributed). First quote for a new F350 V8 with a dump bed is \$38,420 from Corning Ford. The District has initially placed \$40,000 in next year's capital expenditures for this purpose and the expenditure for the new vehicle is contingent upon Board approval.
 - Item #7 D-3 is a request to surplus bus #5. Bus #5 can no longer be used for a school bus replacement grant because it is not in our active fleet (taken out of service in 2011). Also, we do not have anyone licensed to drive this bus as it has a manual transmission.
 - School Bus Reserve transfer was increased from \$25,000 to \$50,000 at the Second Interim which will bring the reserve to \$150,000. We want to make sure there is enough in the reserve for the district match should the state begin the small district bus replacement program again.
 - Murdock vandalism cost is between \$6,000 and \$8,000 in damages. An insurance claim was filed, and we are waiting on the adjustor's report.
 - Item #7 D-6 is a contract with EdFiles. WUSD has almost 400 banker boxes full of data and files that we have to retain forever. Three different companies offered a hands-on demonstration. EdFiles had the best deal and are HIPAA approved and bonded. They will charge \$79 per box and will allow us to split the cost over two years. There is also a one-time set up charge and an annual fee. They will scan the files into a searchable database to which we can continuously add documents. Besides the banker boxes, there are also several years' worth of microfiche files to be uploaded.
 - WUSD received a Food Services Equipment Grant of \$6,440 for a new refrigerator.
- 5.5 Director of State and Federal Programs – Ellen Hamilton reported:**
- On Monday, March 19, 2018, from 6:00-7:30 at the WIS Library, will be the LCAP stakeholders meeting. If you can't make the meeting, there is survey on the district website. As a reminder to parents, all calls will go out letting them know about the meeting.
- 5.6 Superintendent – Dr. Geivett reported:**
- Thank you to the Citizens' Bond Oversight Committee for serving on the committee.
 - Attended the Small School District's Association conference in Sacramento in February.
 - Bid walks are scheduled on March 13, 2018 for the WIS Toilet Facility, MES Modular Buildings, and the WHS HVAC/Modernization/Gym/Locker Rooms.
 - Met with the architects recently to look at colors and design schemes. When school is out, contractors will be on our sites working.
 - Congratulations to the Varsity Girls Basketball team on making the State play offs and for hosting the first round home game. They played very well.

- Congratulations to Amanda Samons for receiving the Region 2 Educator of the Year award. Attended a dinner in Sacramento where there were 15 speeches from regional award winning teachers from all over the state. There are amazing educators in California.

5.7 Board of Education Members

Mr. Ward reported:

- Proud of the Varsity Girls' Basketball team as well as some of the other sports teams.
- Loves the enthusiasm of the District staff.
- Read parts of an article in the Valley Mirror on how well our staff responds to public records request and how transparent WUSD is.

Mrs. Knight reported:

- Thank you to the principals for allowing different services to come into our schools.
- Great turn out for the Varsity Girls Basketball playoff game.
- After reading an article about teachers and test scores, we don't want our teachers to worry about losing their jobs if their students' test scores are not good.
- Tickets are still available for Prom. They are \$60 per person, and the deadline is March 30, 2018.

Mr. Parisio reported:

- Was able to watch the Varsity Girls' Basketball State playoff game from Phoenix, Arizona on Facebook Live. Thank you to the WHS Boosters for sponsoring students' entry into the game. They had a great season. First time they won Section Championships in 30 years.
- Working on the Ag Barn fixing the roof and beginning the process of adding pens.

Mr. Geiger reported:

- Congratulations to the Varsity Girls' Basketball game for doing well and representing themselves well in our community. It was nice to see the Gym packed.
- Spring sports have begun. Boys Baseball has started their season well.
- WUSD needs to be cautious in its spending as there are rising costs in things like PG&E and PERS/STRS, especially as we receive one time dollars coming from the state.

Mrs. Taylor reported:

- School safety is important for every staff member to be trained and feel confident in our process and procedures. We oftentimes focus on teachers and students in the classroom, but there are so many other people who are on our campuses. Administrators need to make sure everybody is included in the trainings and should do some drills when staff members are not expecting it. Appreciate the proactivity of the SMART Team and others who help our students.
- Homecoming was fun.
- Congratulations to the Varsity Girls' Basketball team. It was fun and nice to see a huge crowd. Thank you to the WHS Boosters for supporting the students' attendance.
- Thank you to the Ag Boosters for contributing to patching the roof at the Ag barns.
- A lot of FFA activities going on to include the rib fundraiser and other contests the members are participating in.
- Attended the WHS Band competition and the students were excellent.
- Chaperoning 21 students along with Mr. Zintzun and Ms. Lengyel to the Engineering Awareness Program for Girls at the Intel campus in Folsom.
- Goat program is off to a great start.
- Remind everyone to be kind, adults and kids alike.
- Attended the MES Spaghetti Feed. It was very well attended.

6. CONSENT CALENDAR

A. GENERAL

1. Accept donation from Walmart in the amount of \$500.00 for the WIS Kindness Club.
2. Accept donation from Safety Tire Service in the amount of \$250.00 for Willows FFA.
3. Accept donation from Kathi Meckfessel in the amount of \$100.00 for Morgan Cirigliano's 1st grade class.
4. Accept donation from SL Farms in the amount of \$200.00 for the WIS 8th grade class.
5. Approve donation from Baker Trucking in the amount of \$200.00 for Willows FFA.
6. Approve donation from Baker Trucking in the amount of \$200.00 for the WHS Track Team.
7. Approve donation from the Willows Music Boosters in the amount of \$4,589.76 to the WUSD Music Programs.

B. EDUCATIONAL SERVICES

1. Approve Interdistrict Request for Student #17-18-36 to attend school in the Willows Unified School District for the 2017/18 school year.
2. Approve Interdistrict Requests for Students #17-18-33 through #17-18-34 to attend school in another district for the 2017/18 school year.
3. Approve Interdistrict Request for Student #18-19-1 to attend school in the Willows Unified School District for the 2018/19 school year.
4. Approve Interdistrict Requests for Students #18-19-2 through #18-19-5 to attend school in another district for the 2018/19 school year.
5. Approve the 2017/18 CARS (Consolidated Application and Reporting System) Winter Collection.

C. HUMAN RESOURCES

1. Approve the employment of Perla Rubio, Custodian (3.9 hrs/day), effective February 1, 2018.
2. Approve the employment of Colette Feeney, Yard Duty Supervisor/Crossing Guard, effective February 8, 2018.
3. Approve the employment of Eric Ruvalcaba, Groundskeeper II, effective February 23, 2018.
4. Approve the retirement of Brandon J. Boyd, WHS Teacher, effective June 9, 2018.
5. Approve the following spring coaches for the 2017-18 school year:
Shawna Dollarhide Volunteer Softball Coach
David Stewart Volunteer Tennis Coach

D. BUSINESS SERVICES

1. Approve budget revision summary.
2. Approve warrants from 1/22/18 through 2/28/18.

Mrs. Knight moved, seconded by Mr. Geiger to approve the Consent Calendar.

AYES: Geiger, Knight, Parisio, Taylor, and Ward

NOES: None

MOTION PASSED: 5-0

7. DISCUSSION/ACTION CALENDAR

A. GENERAL

1. **(Action)** Vote for 2018 CSBA Delegate Assembly candidate to be submitted to CSBA on or before March 15, 2018. No action was taken as there were no candidates to vote on.

B. EDUCATIONAL SERVICES

1. **(Action)** Approve Certificated/Student Calendar for the 2018/19 and 2019/20 School Years.
Mrs. Knight moved, seconded by Mr. Geiger to approve the Certificated/Student Calendars for the 2018/19 and 2019/20 School Years.

AYES: Geiger, Knight, Parisio, Taylor, and Ward

NOES: None

MOTION PASSED: 5-0

C. HUMAN RESOURCES

D. BUSINESS SERVICES

1. **(Action)** Approve 2017/18 Second Interim Report
Mrs. Knight moved, seconded by Mrs. Taylor to approve the 2017/18 Second Interim Report.

AYES: Geiger, Knight, Parisio, Taylor, and Ward

NOES: None

MOTION PASSED: 5-0

2. **(Action)** Approve Contract with Enviroplex, Inc.

Mrs. Taylor moved, seconded by Mrs. Knight to approve the Contract with Enviroplex, Inc.

AYES: Geiger, Knight, Parisio, Taylor, and Ward

NOES: None

MOTION PASSED: 5-0

3. **(Action)** Approve the Surplus of a 1988 Crown School Bus (#5).
Mrs. Knight moved, seconded by Mr. Parisio to approve the Surplus of the 1988 Crown School Bus (#5).
AYES: Geiger, Knight, Parisio, Taylor, and Ward
NOES: None
MOTION PASSED: 5-0
4. **(Action)** Approve Change Order for George Roofing – WHS Roofing Project.
Mr. Parisio moved, seconded by Mrs. Taylor to approve the Change Order for George Roofing for the WHS Roofing Project.
AYES: Geiger, Knight, Parisio, Taylor, and Ward
NOES: None
MOTION PASSED: 5-0
5. **(Action)** Approve Contract with Sinclair Heating & Air Conditioning.
Mrs. Knight moved, seconded by Mr. Geiger to approve the Contract with Sinclair Heating & Air Conditioning.
AYES: Geiger, Knight, Parisio, Taylor, and Ward
NOES: None
MOTION PASSED: 5-0
6. **(Action)** Approve Contract with EdFiles for Electronic Record Retention, Preservation, and Document Storage and Retrieval.
Mr. Geiger moved, seconded by Mr. Parisio to approve the Contract with EdFiles.
AYES: Geiger, Knight, Parisio, Taylor, and Ward
NOES: None
MOTION PASSED: 5-0

8. **ANNOUNCEMENTS**

- 8.1 TK/Kindergarten Round Up will be held on March 22nd & 23rd at Murdock Elementary School.
- 8.2 Glenn County STEM Fair will be held March 26-29, 2018 at the Orland Fairgrounds.
- 8.3 March 30th and April 2nd will be district-wide non-school days.
- 8.4 The next Regular Board Meeting will be held on April 5, 2018, at 7:00 p.m. at the Willows Civic Center.

9. **PUBLIC COMMENTS REGARDING CLOSED SESSION ITEMS** – None

At 9:18 p.m., the Board took a short recess after the Regular Meeting before going into Closed Session. President Taylor will report out in Open Session upon the conclusion of Closed Session.

10. **CLOSED SESSION**

Closed Session began at 9:27 p.m.

- 10.1 Pursuant to Government Code §54957.6: Conference with Labor Negotiator – Agency Negotiator: Mort Geivett. Employee Organization: WUTA/CSEA, Non-Represented: Management and Confidential
- 10.2 Pursuant to Government Code §54956.9(a): Conference with Legal Counsel: Existing Litigation (one case) Paul Bailey v. Willows USD et. al., Case No. 16CV01592.

11. **RECONVENE TO OPEN SESSION**

11.1 Announcement of Action Taken in Closed Session.

At 10:42 p.m., the meeting reconvened to Open Session. President Taylor reported out:

- Item 10.1: Direction given to the Superintendent.
- Item 10.2: Update given to the Board.

12. **ADJOURNMENT**

Meeting was adjourned at 10:43 p.m.