

# **WILLOWS UNIFIED SCHOOL DISTRICT**

**Regular Meeting – June 22, 2017**

**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 – Vice President Taylor called the meeting to order at 7:00 p.m. Members present were: Mr. Ward, Mrs. Knight, Mrs. Taylor, and Mr. Geiger. Members Absent: Mr. Parisio

1.2 Welcome Visitors

1.3 Flag Salute was led by Karen Furtado.

### **2. AGENDA/MINUTES**

2.1 Approve the Agenda for June 22, 2017

Mrs. Knight moved, seconded by Mr. Geiger to approve the Agenda for June 22, 2017.

**AYES: Ward, Knight, Taylor, Geiger**

**NOES: None**

**ABSENT: Mr. Parisio**

**MOTION PASSED: 4-0-1**

2.2 Approve the Minutes of the Regular Meeting of May 4, 2017.

Mrs. Knight moved, seconded by Mr. Geiger to approve the Minutes of the Regular Meeting of May 4, 2017.

**AYES: Ward, Knight, Taylor, Geiger**

**NOES: None**

**ABSENT: Mr. Parisio**

**MOTION PASSED: 4-0-1**

### **3. RECOGNITION OF RETIREES**

3.1 Karen Furtado – Dr. Geivett presented Karen Furtado with a plaque in honor of her 22 years of teaching for WUSD (21 of which was at Willows Intermediate School). He only ever heard positive comments about her from everyone. When Dr. Geivett would visit her classroom, he and Mr. Sailsbery would agree that she did an outstanding job. Dr. Geivett felt there would be a hole to fill at WIS.

3.2 Maria Herrera – Mrs. Herrera was not in attendance but retired after 20 years of service to WUSD.

3.3 Karen Hanson – Dr. Geivett presented Karen Hanson with a plaque in honor of her 26 years of working at WUSD. Dr. Geivett felt they shared a good and positive relationship with respect to CSEA. He also said she was truly an asset to the District. When she took over the Lead Custodian position, she did an outstanding job and was always positive and communicative with everyone. She will be missed. Mrs. Hanson said a few words thanking everyone. Ron Walker, Regional Representative for CSEA and Nancy Eastman, Labor Relations Representative for CSEA, presented a plaque in honor of her work with CSEA.

Teresa Woods also retired. She was not able to attend this Board meeting, so Dr. Geivett presented her with a plaque during the last week of school.

**VICE PRESIDENT TAYLOR CALLED A RECESS AT 7:09 P.M.**

**VICE PRESIDENT TAYLOR RECONVENED THE MEETING AT 7:14 P.M.**

### **4. PUBLIC COMMENTS - None**

### **5. REPORTS**

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

**5.2 Director of Business Services – Debby Beymer reported:**

- We applied for the electric school bus grant, but we were not successful in our application. There were 400 applications submitted, with 29 buses being awarded. We are 54<sup>th</sup> on the waiting list. Chico Unified School District received 6 new buses.
- No adjustments were made to the budget since the Public Hearing. Any adjustments due to increased SELPA costs and one-time Mandated Cost money will be made at the First Interim.

**5.3 Director of State and Federal Programs – Ellen Hamilton reported:**

- Mrs. Hamilton distributed and went over the California School Dashboard Reference Guide. She also distributed and presented the results of the WUSD 2017 Physical Fitness Test.

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

- All the graduations went well. Thank you to the Board members for their participation. Congratulations to those who graduated.
- All teachers have been hired, with the exception of a 5<sup>th</sup> grade teacher at MES. Teandra Vance Lamb recently resigned.
- New teacher inservice training will be held this summer.
- After talking to the architect, we will begin Phase 1 of the project over at WHS in Spring 2018 to include: new lockers in the boys locker room, refurbishing and repainting the girls locker room, making modifications and repairs to the restrooms (making them ADA compliant). In addition, we will try to put in new portables at MES by next summer.
- Summer projects going on:

MES:

- Wiring is going on now (WHS wiring will be done later this summer).
- Drain project going on at MES.
- Windows will be replaced in the front of the building where the office is located.
- Horizon Brothers Painting will be painting the entire school this summer.
- Working on architect plans to expand the restrooms. Mrs. Knight requested to consider putting portable heating water units under the sinks. Dr. Geivett will get prices.
- New cafeteria tables have been ordered.

DO/WCHS:

Landscaping, cement work

WIS:

- Landscaping
- Repairing benches
- Putting in a permanent wall in the library where one of the accordion doors is located
- New cafeteria tables have been ordered
- Interior work on Room 409

WHS:

- Carpet in the gym foyer to help remove dirt from shoes before people walk onto the new gym floor.
- Architect plans on locker areas and cafeteria
- Interior work on Rooms 201, 304, 401
- New tops on the dugouts
- Concession stand at the football field
- Counseling Office
- Wiring project

**5.5 Board of Education Members**

**Mr. Geiger reported:**

- Graduations were spectacular. Kudos to Mr. Johnstone on his first graduation.

**Mr. Ward reported:**

- Really excited about all the upgrades that are going on.
- All the graduations were very nice.

**Mrs. Knight reported:**

- Agreed with Mr. Geiger and Mr. Ward.

**Mrs. Taylor reported:**

- Thank you to classified staff who are working hard this summer.
- The whole month of May was a whirlwind with lots of events culminating in the graduations which were great.

**6. CONSENT CALENDAR**

**A. GENERAL**

1. Accept donation from the Willows Community Thrift Shoppe in the amount of \$1,000.00 to go towards the MES 5<sup>th</sup> grade field trip to Shady Creek Camp during the 2017/18 school year.
2. Accept donation from the Willows Community Thrift Shoppe in the amount of \$500.00 for the WIS Library.
3. Accept donation from James & Nancy Hutson in the amount of \$100.00 for Monica Harrigan's classroom.
4. Approve the Willows High School Obsolete Textbook List.
5. Approve the Willows Intermediate School Obsolete Textbook List.
6. Approve the WUSD Obsolete Equipment List.
7. Approve the Willows High School Ag Department Obsolete Equipment List.
8. Approve Tim Drury, David Johnstone, and Mort Geivett as California Interscholastic Federation (CIF) League Representatives for the 2017/18 school year.

**B. EDUCATIONAL SERVICES**

1. Approve Interdistrict Request for Student #17-18-09 to attend school in the Willows Unified School District for the 2017/18 school year.
2. Approve Interdistrict Request for Student #17-18-11 to attend school in another district for the 2017/18 school year.
3. Approve the 2017 CARS (Consolidated Application and Reporting System) Spring Collection.

**C. HUMAN RESOURCES**

1. Approve employment of Marissa Cabrera as Clerical Aide II (WHS Cafeteria), effective May 30, 2017.
2. Approve employment of the following employees for the Summer Program vacancies which will be billed to BCOE Migrant Ed:  
Lead Cook                      Nora Ayala  
Assistant Cook                Cristina Ocampo
3. Approve employment of Jose Santillan for Maintenance Department Summer Help.
4. Approve employment of Eric Ruvalcaba for Maintenance Department Summer Help.
5. Approve employment of Monica Garcia for Maintenance Department Summer Help.
6. Approve employment of Fabian Beas for Custodial Department Summer Help.
7. Approve employment of Rosa Hernandez, Lead Custodian Districtwide, effective June 26, 2017.
8. Approve employment of Pablo Trenado, WHS Teacher, effective August 9, 2017.
9. Approve employment of Jennifer Ovitz, WHS Teacher, effective August 9, 2017. (pending clearance)
10. Approve employment of Erica Johnstone, Instructional Aide I at WIS, effective August 10, 2017 (pending clearance).
11. Accept retirement of Maria Herrera, WHS Teacher, effective June 10, 2017.
12. Accept resignation of Teardra Vance Lamb, MES Teacher, effective June 16, 2017.
13. Approve the Updated Classified Substitute List.

**D. BUSINESS SERVICES**

1. Approve budget revision summary.
2. Approve warrants from 5/3/17 through 6/14/17.

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

**AYES: Ward, Knight, Taylor, Geiger**

**NOES: None**

**ABSENT: Mr. Parisio**

**MOTION PASSED: 4-0-1**

**7. DISCUSSION/ACTION CALENDAR**

**A. GENERAL**

1. **(Action)** Second Reading of the following additions/deletions/changes to Board Policies per CSBA's Policy Guidesheet Recommendations:

BP 0460

BP 3260

Local Control and Accountability Plan

Fees and Charges

BP 5030	Student Wellness
BP 5111	Admission
BP 5111.1	District of Residence
BP 5113	Absences and Excuses
BP 5141.52	Suicide Prevention
BP 6111	School Calendar
BP 6142.2	World/Foreign Language Instruction
BP 6144	Controversial Issues
BP 6174	Education for English Learners
BP 6176	Weekend/Saturday Classes

Mr. Geiger moved, seconded by Mrs. Taylor to approve the revised Board Policies per CSBA's Policy Guidesheet Recommendations.

**AYES: Ward, Knight, Taylor, Geiger**

**NOES: None**

**ABSENT: Mr. Parisio**

**MOTION PASSED: 4-0-1**

2. **(Action)** Approve the Schedule of WUSD Regular Board Meetings for the 2017/18 school year.

Mr. Geiger moved, seconded by Mrs. Knight to approve the Schedule of WUSD Regular Board Meetings for the 2017/18 school year.

**AYES: Ward, Knight, Taylor, Geiger**

**NOES: None**

**ABSENT: Mr. Parisio**

**MOTION PASSED: 4-0-1**

**B. EDUCATIONAL SERVICES**

1. **(Action)** Approve Resolution #2016-17-19 Authorizing Absences for Participation in Religious Exercises or Instruction. There has been a legislation change mandating that we must have a Board Resolution in order for this to happen.

Mrs. Taylor moved, seconded by Mr. Geiger to approve Resolution #2016-17-19 Authorizing Absences for Participation in Religious Exercises or Instruction. Roll call vote was taken.

**AYES: Ward, Knight, Taylor, Geiger**

**NOES: None**

**ABSENT: Mr. Parisio**

**MOTION PASSED: 4-0-1**

2. **(Action)** Approve the Local Control Accountability Plan (LCAP).

Mr. Geiger moved, seconded by Mrs. Knight to approve the Local Control Accountability Plan (LCAP).

**AYES: Ward, Knight, Taylor, Geiger**

**NOES: None**

**ABSENT: Mr. Parisio**

**MOTION PASSED: 4-0-1**

**C. HUMAN RESOURCES**

**D. BUSINESS SERVICES**

1. **(Action)** Approve Resolution #16-17-20 and the 2017/18 Spending Plan for the Education Protection Account. Roll call vote was taken.

Mrs. Knight moved, seconded by Mr. Geiger to approve Resolution #16-17-20 and the 2017/18 Spending Plan for the Education Protection Account.

**AYES: Ward, Knight, Taylor, Geiger**

**NOES: None**

**ABSENT: Mr. Parisio**

**MOTION PASSED: 4-0-1**

2. **(Action)** Approve the Willows Unified School District's 2017/18 Original Budget.

Mrs. Knight moved, seconded by Mr. Geiger to approve the WUSD's 2017/18 Original Budget.

**AYES: Ward, Knight, Taylor, Geiger**

**NOES: None**

**ABSENT: Mr. Parisio**

**MOTION PASSED: 4-0-1**

3. **(Information/Discussion)** Disclosure of Reserves in Excess of Minimum Requirement. This was covered during the Public Hearing on June 19, 2017.
4. **(Action)** Approve Agricultural Career Technical Education Incentive Grant 2017-18 Application for Funding (\$18,584.00).  
Mrs. Knight moved, seconded by Mrs. Taylor to approve the Agricultural Career Technical Education Incentive Grant 2017-18 Application for Funding (\$18,584.00).  
**AYES: Ward, Knight, Taylor, Geiger**  
**NOES: None**  
**ABSENT: Mr. Parisio**  
**MOTION PASSED: 4-0-1**
5. **(Discussion/Possible Action)** Extracurricular Stipends for the 2017/18 School Year (Golf, Cheerleading Advisor, Swimming, Cross Country, Athletic Director). After discussion, it was decided to reinstate the positions of Golf Coach and Cheerleading (Pep Squad) Advisor that are listed in the WUTA Collective Bargaining Agreement (CBA). Swimming and Cross Country Coaching Stipends are not part of the CBA and would have to be negotiated. They also determined that the Athletic Director position is currently part of the WHS Assistant Principal's position, so no action needs to be taken on that.  
Mrs. Knight moved, seconded by Mrs. Taylor to approve the reinstatement of the Golf Coach and Pep Squad Advisor Stipends per the WUTA Collective Bargaining Agreement to begin in the 2017/18 school year.  
**AYES: Ward, Knight, Taylor, Geiger**  
**NOES: None**  
**ABSENT: Mr. Parisio**  
**MOTION PASSED: 4-0-1**
6. **(Action)** Approve Agreement for Professional Services between WUSD and Dannis, Woliver, Kelley for the 2017/18 school year.  
Mrs. Knight moved, seconded by Mrs. Taylor to approve the Agreement for Professional Services between WUSD and Dannis, Woliver, Kelley for the 2017/18 school year.  
**AYES: Ward, Knight, Taylor, Geiger**  
**NOES: None**  
**ABSENT: Mr. Parisio**  
**MOTION PASSED: 4-0-1**

8. **ANNOUNCEMENTS**

- 8.1 The next Regular Board Meeting will be held on August 3, 2017 at 7:00 p.m. at the Willows Civic Center.
- 8.2 School Starts on August 10, 2017.
- 8.3 WHS Boosters Golf Tournament will be held on August 19, 2017.

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

At 8:02 p.m., the Board took a short recess after the Regular Meeting before going into Closed Session. Vice President Taylor will report out in Open Session upon the conclusion of Closed Session.

10. **CLOSED SESSION**

Closed Session began at 8:10 p.m.

- 10.1 Pursuant to Government Code §54957.6: Conference with Labor Negotiator – Agency Negotiator: Mort Geivett. Employee Organizations: WUTA, CSEA, Management, Confidential, and Non-Represented.
- 10.2 Pursuant to Government Code §54957: Public Employee Discipline/Dismissal/Release: Instructional Aide
- 10.3 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.
- 10.4 Pursuant to Government Code §54957: Evaluation of Performance of a Public Employee: Superintendent

11. **RECONVENE TO OPEN SESSION**

- 11.1 Announcement of Action Taken in Closed Session.

At 8:35 p.m., the meeting reconvened to Open Session. Vice President Taylor reported out:

Item 10.1: Update given to the Board.

Item 10.2: Action and direction given to Superintendent to release the Instructional Aide I.

Item 10.3: Update given to the Board.

Item 10.4: Evaluation of Superintendent was given, and based on the evaluation, the Board elected to extend the Superintendent's contract for one additional year.

12. **ADJOURNMENT**

Meeting was adjourned at 8:36 p.m.