

**WILLOWS UNIFIED SCHOOL DISTRICT BOARD OF EDUCATION**

**Regular Meeting – December 9, 2010**

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

**Willows City Council Chambers**

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

**MINUTES**

**1. CALL TO ORDER**

- 1.1 Roll Call – President Parisio called the meeting to order at 7:01 p.m. Present were: Mr. Ward, Mrs. Knight, Mr. Parisio, Mr. Geiger and Mr. Munguia.
- 1.2 Welcome to Visitors
- 1.3 Flag Salute was led by Anji Martin.

**Items 2 & 3 were switched so that new Board Members could be sworn in.**

**3. ORGANIZATIONAL MEETING**

- 3.1 Swearing in of new Board Members - Superintendent, Dr. Mort Geivett, conducted the swearing in of the new Board Members and administered the Oath of Office to: Alex Parisio, James “Buck” Ward, Michelle Knight and Kyle Munguia.
- 3.2 **(Action)** Election of Officers – President, Vice-President & Clerk. Mr. Parisio made a motion, seconded by Mr. Ward, to nominate Mr. Geiger to the office of President. The motion passed unanimously with 5 yes votes. Mr. Geiger moved, seconded by Mrs. Knight, to nominate Mr. Parisio to the office of Vice- President. The motion passed unanimously with 5 yes votes. Mrs. Knight moved, seconded by Mr. Munguia, to nominate Mr. Ward to the office of Clerk. The motion passed unanimously with 5 yes votes.
- 3.3 **(Action)** Appoint Secretary to the Board. Mr. Ward moved, seconded by Mr. Geiger, to appoint Dr. Geivett as Secretary to the Board, as per Superintendent’s contract. The motion passed unanimously with 5 yes votes.
- 3.4 **(Action)** Authorization of Signatures. Mr. Parisio moved, seconded by Mr. Munguia, to authorize the new Board members, President, Vice President and Clerk as authorized signers of documents for the District. The motion passed unanimously with 5 yes votes.
- 3.5 **(Action)** Approve Resolution No. 2010-11-13, Board Member Compensation. Mr. Parisio moved, seconded by Mr. Ward, to approve Resolution No. 2010-11-13. Roll call vote was taken. The motion passed unanimously with 5 yes votes.
- 3.6 **(Action)** Develop Schedule of Regular Meetings for the Year. Mr. Parisio moved, seconded by Mrs. Knight, to approve the Schedule of Regular Meetings for the Year. The motion passed unanimously with 5 yes votes.
- 3.7 **(Action)** Develop Board Calendar. Dr. Geivett addressed the Board that the development of a Board Calendar is part of the annual Organizational Meeting. Discussion ensued regarding various items that need to be added to the calendar which included a Brown Act Training, a School Board/Governance Training put on by Tehama County Office of Ed., and a Vision/Mission/Goals & Objectives Workshop Meeting. Dr. Geivett also mentioned that the Board Calendar is a work in progress and as events and workshops come up, Mrs. Schmies will update the calendar and distribute it to the Board Members. Mr. Parisio moved, seconded by Mr. Munguia, to approve the Board Calendar with the understanding that it is a work in progress. The motion passed unanimously with 5 yes votes.
- 3.8 **(Action)** Designate Board Representatives as needed.
  - a. Educator’s Hall of Fame Committee (2 members). Mr. Parisio moved, seconded by Mr. Ward, to nominate Mr. Munguia and Mrs. Knight, as the Board representatives to the Educator’s Hall of Fame Committee. The motion passed unanimously with 5 yes votes.
  - b. District Leadership Team (1 member). Dr. Geivett shared with the Board that due to our schools being in Program Improvement, Willows Unified is organizing a District Leadership Team, composed of parents, community members, teachers and staff to look into ways to improve our schools. He invited a member from the Board to participate and be a member of this team. Mr. Geiger moved, seconded by Mr. Munguia, to nominate Mr. Ward to represent the Board on the District Leadership Team. The motion passed with 5 yes votes.

**2. AGENDA/MINUTES**

- 2.1 Approve Minutes for the Regular Meeting of November 4, 2010. Mr. Ward moved, seconded by Mr. Parisio, to approve the Minutes of the November 4, 2010 meeting. The motion passed unanimously with 5 yes votes.
- 2.2 Approve Agenda for December 9, 2010. Mr. Ward moved, seconded by Mr. Munguia, to approve the Agenda for tonight's meeting. The motion passed unanimously with 5 yes votes.

**4. ITEMS FROM THE FLOOR - None**

**5. REPORTS**

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

5.2 **Principals**

**(MES) Mrs. Parsons reported:**

- She welcomed Mr. Munguia and Mrs. Knight to the Board.
- She reported that four instructional aides returned to MES on 12/1/2010 and that James Stevens was hired as the 3.9 Library Media Specialist and students will return to the library in January.
- The MES Leadership Team has had extensive meetings and they plan to make a presentation at their staff meeting next week on intervention planning.
- Next week MES will have training with their P.I. consultants and look more in depth into their Houghton-Mifflin reading series.
- Upcoming events are listed on the handout she gave to the Board.
- She thanked the people who gave donations to MES.

**(WIS) Mr. Sailsbery reported:**

- He welcomed the new Board members and looks forward to working with them. He also invited them to stop by and visit WIS anytime.
- He reported that bullying is a nation-wide problem. WIS is addressing this issue and has a zero tolerance on this subject. They are part of a county-wide consortium who is also addressing this problem. Mr. Bazan has been attending the consortium meetings. WIS is hosting an informational parent meeting on January 6<sup>th</sup> at 7:00 p.m. WIS is also having an assembly presentation for the students on January 11, 2011 addressing bullying. They have an intern school psychologist who is looking into a peer mentoring program.
- The PLC is a tool to help relieve WIS of their Program Improvement status. WIS has two paths they are working on to achieve success with their PLC Journey. The first is development of PLC concepts and implementation of the PLC and he is pleased with their progress to date. The second path is ongoing long term activities that have an effect on classroom and student learning. The proposed timeline is on the Board handout along with upcoming events at WIS.

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

- Mr. Smith welcomed the new Board members.
- He reported that WHS had a very positive fall semester.
- Finals week is next week with a Holiday Rally on Friday.
- He thanked Anji Martin for changes to the WHS website and appreciates her volunteering and great effort.
- Winter sports are starting.
- The new semester begins on January 3, 2011.
- WHATS stands for Willows High Academic Tests – teachers will be giving students sample tests before the STAR testing in May to help students prepare.
- The WASC Accreditation comes up in 2012 but the process begins now. Teresa Woods was the lead for the last accreditation and has graciously agreed to take on the role again for WHS.
- Mr. Smith's Sunday calls will include messages tying in with the anti-bullying concept, but will concentrate on the idea of "choosing civility" along with current WHS events and information. He will choose a certain topic each week and then it will be discussed at least once during the week.
- Every 15 Minutes Program will take place at WHS on April 20<sup>th</sup> and 21<sup>st</sup>.

**(WHS) Mrs. Simlense, WHS teacher, reported:**

- She thanked all the schools, district office, the community, businesses and clubs who supported the "Pennies for Peace Program" and also the students who helped roll the coins. She wanted to especially

thank MES for donating over \$200.00 from their Penny Carnival. All together they raised over \$620.00. The money went to the Central Asia Institute headed by Greg Mortenson, author of *Three Cups of Tea*, which is the story behind “Pennies for Peace”. On November 20<sup>th</sup> she had the opportunity to listen to Mr. Mortenson speak and present the check to him personally. She also purchased *Listen to the Wind*, the primary version of *Three Cups of Tea*, and gave a copy to Mrs. Amaro, to share with her class and other MES teachers and students.

**(WHS) Kellie Felkins, WHS ASB President reported:**

- Goose Island has been great for the spirit at WHS.
- The Holiday Rally will be boys vs. girls rally (not classes).
- “Herkimer”, the WHS mascot, will now be an ASB position, since the Boosters have purchased an outfit for the WHS mascot. This year Sacha Amaro will be “Herkimer”. She thanked Boosters for their generous donation for the purchase of the costume.
- ASB has been gift wrapping at Wal-Mart and are using the donations toward their Adopt a Family project.

**(WHS) Anji Martin, WHS Boosters reported:**

- Mrs. Martin welcomed Mr. Munguia and Mrs. Knight to the Board and thanked Mr. Parisio, Mr. Ward and Mr. Geiger for their service on the Board.
- She gave a handout to the Board of the donations given for the 2009/10 school year and for the 2010/11 school year through August 31, 2010. Also, not included on the sheet was the \$1,610.00 Herkimer costume and an additional \$1,200.00 they have given for a total of over \$10,000.00 this school year.
- They received a \$1,000.00 grant from Wal-Mart. She thanked Denise Furtado for her help with the grant and said she was great to work with.
- The Century Bike Ride will take place in the spring.
- She thanked the Board and Mr. Smith for their support of the Boosters Club. She said there is a link for Boosters on the WHS website.
- Mr. Geiger thanked Wal-Mart for their \$1,000.00 donation and said it was very much appreciated.

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

- He welcomed the new Board members on behalf of the students and staff at WCHS.
- He thanked the Bond Committee for the \$380.00 donation to be used toward incentives.
- He invited the Board members to the Christmas Breakfast that the staff is putting on for the students on December 17<sup>th</sup> at 8:30 a.m.
- Dr. Geivett thanked Ms. Steele for her diligence on the CAHSEE for WCHS and WHS. He also thanked both Ms. Steele and Mr. DiGrande for the CAHSEE tutorials they provided. Four students passed and are huge victories for the WCHS students.
- He commended the graphic arts class and Mrs. LaPrade for the Christmas cards they made and sold at the local craft fair.
- WCHS continues to push their students toward graduation. The Art Institute representative came and gave a presentation to the students and after the break, Heald’s Business College will come and speak to the students. They will also attend Regs to Go (registering early for Butte College).
- Liz Beck’s mother passed away recently and Brian Rodriguez wrote a touching poem in honor of Mrs. Beck and her mother. The students will present the poem to her when she returns.
- He mentioned that the reward system is working for the WCHS students.

5.3 **Director of Business Services** – Ms. Skala deferred her report until she reports on the First Interim Budget Report (Item 7D-2).

5.4 **Director of Categorical Programs** – No report.

5.5 **Director of Technology Services** – Dr. Geivett is reporting for Mr. Lillie who had a personal conflict this evening. Mr. Lillie wanted to thank Mr. Smith for making Room 204 available for his workroom. This will be a more convenient arrangement because it is closer to the server and he will be able to do his job more efficiently. He plans to move to the high school shortly after break. There will also be three to five stations available for training. The District has received an EETT-ARRA Grant in the amount of \$10,000. It will be used to purchase technology equipment for staff and students. Twenty-five percent of the grant is dedicated to professional development. Mr. Geiger thanked Mr. Lillie for securing the grant – it is very much appreciated.

5.6 **Director of Transportation/Facilities Operations** – Mrs. Taylor reported: She has submitted her grant application and it is in the process of being reviewed for purchasing and installation of retrofitting the buses in the amount of approximately \$77,000.00. She is hopeful that we should receive this grant in mid

January. The other side of the grant is bus replacement and if a district opts out, WUSD will be first on the list. She had an unannounced CHP inspection on November 16<sup>th</sup> and it went very well. On January 28<sup>th</sup>, there is a scheduled inspection – they will check her training records, drug and alcohol program for compliance, etc.

5.7 **Superintendent** – Dr. Geivett reported: Mr. James Stevens will be on board on Monday as a part-time library media specialist at MES and part-time technology assistant. Bullying and civility towards others have been discussed among the management team. Although he doesn't think it is rampant in our district, nation-wide it is a growing concern, and the management team wants to address it district-wide. Students need to feel safe at school and secure on our campuses. He wanted to commend John Alves on saving money with our P.G.&E. bills. He continues to work with them to save money and has saved \$18,000 over this time last year. This is due in part to improvements that have been made and procedures that have been put in place. Saving energy and money is a district focus. Dr. Geivett has been talking to solar energy vendors about going solar. He just received an email this afternoon from an Education Law firm announcing a teleconference discussing the pitfalls of school districts turning to solar energy. He will listen to that teleconference and hopefully be more informed when talking to the vendors. He wished the Board and audience a happy holiday season.

5.8 **Governing Board Members**

**Mr. Ward** – He was pleased with the great fall sports seasons. He saw a lot of community and student enthusiasm. The winter sports look to have a quality level. The Agribee Spelling Bee was very well organized and had a good turnout. He is very pleased that throughout the District he sees pride and enthusiasm. He is very concerned about the low test scores. School funding at the state level looks bleak but he is very optimistic about Willows Unified School District. He thinks we have one of the finest administrative teams, faculty and employees around. He doesn't see any problem that we can't overcome as a District working together.

**Mrs. Knight** - She thanked everyone for the warm welcome. She thanked Dr. Geivett, Ms. Skala and Mrs. Perez for meeting with her and Mr. Munguia. She thanked them and the principals for their open door policy.

**Mr. Parisio** – He read a thank you note from Debbie Wallace. He attended the MES award ceremony today. He thought the WHS fall sports seasons were good. He has a daughter on the WIS basketball team and said the kids are learning a lot. He sits on the Ag Advisory Board, along with Mr. Geiger, and wanted to commend the WHS ag teachers for doing a fantastic job with the program and looks forward to seeing projects in the spring. He wanted to thank Mrs. Brott and her beautification crew, who are still doing a great job painting and just finished some work in the WHS gym. Lauren Taylor and Vanessa Mudd finished in the top fifteen at the regional level in the Agribee. Mr. Parisio remarked with the days getting shorter, slick roads, and kids on the street to please drive safely. He welcomed the new Board members and looks forward to working with them. He also thinks we have a great district, but it is just a tough time to be in education.

**Mr. Munguia** – He thanked everyone for helping him and Mrs. Knight so far with matters he is not familiar with.

**Mr. Geiger** – He also thought the fall sports seasons went well. He has secured a \$300 grant through the Community Wish Foundation for the tree project at the WHS track facility. When the weather dries out the trees will be planted. He would like to have a facility the community can be proud of. He is also concerned about the low test scores and wants WUSD to get out of Program Improvement status. He serves on the Ag Advisory Committee and says it is nice to see the enthusiasm in the Ag Department at WHS.

**6. CONSENT CALENDAR**

**A. GENERAL**

1. Accept donation from Kim Kalisch in the amount of \$800.00 for fourth grade field trips.
2. Accept donation from Katherine Laret in the amount of \$150.00 (\$50.00 each) for Mrs. Egly, Mrs. Colombo and Mrs. Schonauer's classes.

**B. EDUCATIONAL SERVICES**

1. Approve Interdistrict requests for Student #10-11-66 to attend school in another district for the 2010/11 school year.
2. Approve Butte College Concurrent Enrollment for WHS students.

**C. HUMAN RESOURCES**

1. Ratify the following volunteer positions:  
WHS Varsity Girls Basketball Coach Matthew Barr  
WHS JV Boys Basketball Coach Ryan Millard

**D. BUSINESS SERVICES**

1. Approve budget revisions
2. Approve warrants from 11/2/10 through 12/1/10

Mr. Parisio moved, seconded by Mr. Ward, to approve the Consent Calendar. The motion passed unanimously with 5 yes votes.

**7. DISCUSSION/ACTION CALENDAR**

**A. GENERAL**

1. **(Information/Discussion)** Paul Hendricks & Leslie Swaim (Thomson & Hendricks, Inc.) – Presentation on possible School Improvement/Modernization Funding. Dr. Geivett introduced Mr. Paul Hendricks and Ms. Leslie Swaim and thanked them for coming to address the Board to give them information about available modernization funding for the WUSD. Ms. Swaim gave a handout to the Board and gave a power point presentation and explained that the funding for modernizing California public schools is provided by the Office of Public School Construction (OPSC) through the School Facility Program. Typically, OPSC funds 60% and the District 40%. Basically, schools with permanently constructed buildings 25 years or older, have been modernized more than 25 years ago, or relocateable classrooms at least 20 years old are eligible for this program. She went over the process to get the funding. Qualifying for Financial Hardship was explained. Modernization funding cannot be used for new buildings. Discussion ensued regarding modernization questions and different strategies to get funding. Mr. Hendricks came this evening to give us ideas about the involved process to obtain funding for modernization. Dr. Geivett will follow-up the Mr. Hendricks and Ms. Swaim and investigate more as to what strategy the Board wishes to take and that the community would support. There was more discussion as to how the last bond was handled and courses taken to try to get it passed. Dr. Geivett will investigate further and get back to the Board at a future meeting.
2. **(Information/Discussion)** Addition of Disc Golf Course @ WIS. At the last meeting Dr. Throm addressed the Board regarding this matter. They are ready to go and the cups are removable. This would add nine holes of disc golf at WIS. The Board agreed that they should proceed with the project.

**B. EDUCATIONAL SERVICES**

1. **(Action)** Approve the following minimum day at Murdock for the 2010/11 school year: December 15, 2010 (replaces 3/4/2011 date previously Board approved) for English Language Arts Training (Houghton Mifflin Curriculum). Mr. Parisio moved, seconded by Mr. Ward, to approve changing MES March 4, 2011 Minimum Day to December 15, 2010. The motion passed unanimously with 5 yes votes.
2. **(Action)** Approve an additional district-wide staff development day on January 7, 2011. Dr. Geivett explained to help better test scores this would be a professional development, non-student day for all sites. Mr. Munguia moved, seconded by Mr. Ward, to approve January 7, 2011 as a district-wide staff Development day. The motion passed unanimously with 5 yes votes.
3. **(Action)** Appoint Anjanette Martin as WUSD parent representative to the Community Advisory Committee (CAC). Mr. Geiger moved, seconded by Mr. Ward, to approve Anjanette Martin as WUSD's parent representative to the CAC. The motion passed unanimously with 5 yes votes.

**C. HUMAN RESOURCES**

**D. BUSINESS SERVICES**

1. **(Action)** Approve the American Recovery and Reinvestment Act Enhancing Education Through Technology (AARA-EETT) Grant in the amount of \$10,000.00. Mr. Geiger moved, seconded by Mr. Ward, to accept the AARA-EETT Grant in the amount of \$10,000.00. The motion passed unanimously with 5 yes votes.
2. **(Action)** Approve the 2010/11 First Interim Budget Report (available at District Office for preview).

Ms. Skala addressed the Board. She talked about the structure of the interim report. Since the adopted budget, the biggest change is the inclusion of the federal jobs monies, the State budget being adopted and the current deficit went from 22% to 18%. With expenditures, the biggest change is that books are closed and we are bringing in prior year's balances and putting them into a supplies/operational as one time expenditures. Our recommended reserve level should be at 3%. With the general fund and Fund 17 we are at 6.88%, which looks good. In the supplemental section the cash report shows projections that we would be negative cash in the general fund of about \$378,000. The overall cash status including all funds would be about 1.4 million. The current TRAN, just under one million dollars, will be paid back in January. A mid-year TRAN will be looked at to carry us through the end of the year. Multi-year projections are a critical piece to the interim. We not only have to be solvent in the current year, but also in the two out years. Her concern with the multi-year is that we would be deficit spending in 2011/12. In 2012/13 the biggest concern is that we would have to pull in from reserves in 2012/13. When she begins her budget development next year she has to bring in 2013/14 and there will be no more categorical flexibility, class size reduction or the ability to use furlough days to reduce the school calendar. School Services still project an 18% deficit in the out years. There is a lot of work to do in the multi-year – it doesn't reflect furloughs because they have to be negotiated. The criteria and standards are a check and balance looking for variations from when you did the adopted budget. She is recommending to the Board to certify as qualified. The reason is because of the State's instability, the fact we are deficit spending and that in the multi-year we are dipping into one-time funds. Mrs. Knight moved, seconded by Mr. Ward, to approve the 2010/11 First Interim Budget Report. The motion passed unanimously with 5 yes votes.

3. **(Action)** Approve Class Size Reduction Application 2010/11 (annual requirement). Mr. Parisio moved, seconded by Mrs. Knight, to approve the 2010/11 Class Size Reduction Application. The motion passed unanimously with 5 yes votes.

#### **8. ANNOUNCEMENTS**

1. WIS will host their Annual Holiday Band Presentation on December 16<sup>th</sup> at 6:30 p.m. in the WIS Cafeteria.
2. December 17, 2010 is a district-wide Minimum Day.
3. There will be a district-wide break from December 20 – December 31, 2010.
4. The next Regular Board Meeting will be held on January 13, 2011, at 7:00 p.m. at the Willows Civic Center.

The Regular Meeting was adjourned at 9:31 p.m. with a recess before going into Closed Session. Mr. Geiger will report out in Open Session upon the conclusion of Closed Session.

#### **9. CLOSED SESSION**

Closed Session began at 9:41 p.m.

1. Pursuant to Government Code §54957.6: Conference with Labor Negotiator – Agency negotiator: Mort Geivett. Employee Organization: WUTA/CSEA, Non-represented: Management and Confidential
2. 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; 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
3. Pursuant to Government Code §54957: Evaluation of Performance of a Public Employee: Superintendent

At 10:59 p.m. the meeting reconvened to Open Session. Mr. Geiger reported out:

- Item 1: Update given to Board.
- Item 2: Update given to Board.
- Item 3: Goals and objectives were discussed.

#### **10. ADJOURNMENT**

The meeting was adjourned at 11:00 p.m.