

WILLOWS UNIFIED SCHOOL DISTRICT BOARD OF EDUCATION

Regular Meeting – September 6, 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 – President Parisio called the meeting to order at 7:00 p.m. Board members present were: Mr. Ward, Mrs. Knight, Mr. Parisio, Mr. Geiger, and Mr. Munguia. Mr. Parisio stated that he will be leaving the meeting early this evening to catch a plane.
- 1.2 Welcome to Visitors
- 1.3 Flag Salute was led by Mr. Bill Shively.

2. AGENDA/MINUTES

- 2.1 Approve Minutes for the Regular Meeting of August 9, 2012. Mr. Geiger moved, seconded by Mr. Munguia, to approve the minutes for the regular meeting of August 9, 2012. The motion passed unanimously with 5 yes votes.
- 2.2 Approve Agenda for September 6, 2012. Mr. Parisio said he would like Items 7A-2, 3, & 4 be moved on the agenda following Item 3 – Recognition of Retirees. Mr. Geiger moved, seconded by Mrs. Knight, to approve the agenda for this evening’s meeting noting the above amendment of the placement of Items 7A-2, 3, & 4 to the agenda. The motion passed unanimously with 5 yes votes.

3. RECOGNITION OF RETIREES

- 3.1 Sharon McMahon – Mr. Smith and Dr. Geivett both gave recognition to Mrs. McMahon since each of them had the pleasure of working with Sharon since they became part of WUSD team. Mr. Smith said that Sharon had been the “constant lead” on the campus in his twelve years at WHS. He said she is very knowledgeable, always willing to help and is missed already. Dr. Geivett presented Sharon with the plaque and gave her accolades for her years of service. Mrs. McMahon thanked everyone and said WUSD was a great place to work and everyone in the District became family to her.

Per board approval of Item 2.2, Items 7A-2, 3 & 4 were moved to take place at this time.

7. DISCUSSION/ACTION CALENDAR

A. GENERAL

2. **(Information)** Report from Bill Shively on the River Jim’s Adventure Education Field Trip in August. Mr. Shively addressed the Board. He said he was going to report on their May and August field trips and also talk about their upcoming trip that he hopes the Board will approve in the next action item. He gave a background on River Jim’s Adventure and said he started the program in 2006 and began the canoe field trips in 2010. He said that from the outside appearance it probably looks like they are just having fun, which they are, but it goes further than just fun. He stated that the program serves a large cross section of the student population and the main idea is to improve teacher-student relationships. The second idea is to improve the social emotional intelligence of the student. He said he has a lot of research that shows positive results come back to the classroom if this is done. He described a typical field trip and the activities that take place. He thanked the Barceloux-Tibersart Foundation for their donation to the program. He also described how he received the California Project Professional Development Grant for almost \$22,000.00. He said he reports every two months to the grant providers at CSU-Chico. The Board congratulated him on the project.
3. **(Action)** Approve River Jim’s Adventure Education overnight field trip on October 2nd & 3rd, 2012, to Stony Gorge Reservoir or Black Butte Lake. Mr. Geiger moved, seconded by Mr. Munguia, to approve River Jim’s Adventure Education overnight field trip on October 2-3, 2012 to Stony Gorge Reservoir or Black Butte Lake. The motion passed unanimously with 5 yes votes.

4. **(Information/Discussion)** Indoor Environmental Services (IES) - Results of Feasibility Study. Mr. John Petro of IES addressed the Board. He said his company is planning on installing solar panels and do energy conservation projects at three of our school sites. He had pictures of the sites and where he thinks the panels should be placed. At Murdock Elementary School he said the Board's first preference to place panels on the north side of the field worked out best and that the panels would be fenced in. At WIS, the northeast side of the field is sufficient and that they would not have to use the parking lot. Ground structures are 30% more efficient and 30% less cost. He said the high school was more challenging. The Board's first preference of using the bus parking lot didn't prove to be cost effective; therefore, the areas chosen were the visitor parking lot (southeast of the office), the student parking lot southwest of the office, and the staff parking lot west of the office. Discussion ensued moving the nine strings of panels from the southeast side of the visitor parking lot over to the staff parking lot in front of the 200 wing, if possible, to preserve the look of the front of the school. The Board agreed with both Murdock and WIS's plans. Maintenance and upkeep of the system were discussed. Mr. Petro said they would guarantee the system to 90% at year 25. The Board gave direction to the Superintendent to work with Mr. Petro to finish up the design and asked the Superintendent to pursue the solar project as long as there were no out of pocket expenses to the District. Mr. Petro then presented the financial part of the project. He prepared a 25 year cash flow analysis for the Board. All three sites qualify for Qualified Zone Academy Bond (QZAB) dollars at zero percent. Currently, 2010 dollars are at zero percent. Although the company can't guarantee that we would get 0% funding at this time, that is their intent. Funding for 2011 dollars might be currently available at 1% or lower. It would be a 17 year note with the first three years deferred, if we choose to do that. There would be five years of solar rebates and five years of warranty on the lighting from Sylvania. All measures save energy. After three years there would be a cumulative savings of approximately \$250,000.00. If we don't do the project we would be projected to pay out over 8.5 million dollars to PG&E, and if we do the project we would make over 3.8 million dollars from savings during the life of the project. Insurance for the panels was discussed and would be paid by the District. The total number of panels for the project would be 1,500 (WHS-690; WIS-450; MES-360). Dr. Geivett would like to get direction from the Board to pursue the QZAB dollars, and if we don't get the funding the District would not owe their company anything. They have to guarantee the funding to pursue the project. Mrs. Knight asked Dr. Geivett to find out what the cost of insuring the panels would be. He said he would contact Golden State about the costs of insuring the panels. The time frame for the project is one year from start to finish. To secure the QZAB dollars takes between 120-160 days. The lighting replacement would be the first stage of the project and would be an immediate savings to the District. We need to get in line to secure the QZAB dollars. If they cannot find the funding then the project is off. If QZAB dollars are available we would need board action, perhaps as early as the regular October meeting. Dr. Geivett reiterated that if the funding cannot be secured the project is off. The Board wants to proceed with the project.

4. **PUBLIC COMMENTS** - None

5. **REPORTS**

5.1 **Employee Associations (WUTA & CSEA)** No report from either unit.

5.2 **Principals**

(MES) Ms. McLaughlin reported:

- Murdock has had a great start to the year. Conduct and behavior among the students has been wonderful.
- The fifth grade has been a great addition to the school. Mrs. Albert has painted a nice banner for the fifth grade wing.
- She continues to marvel at the generosity of the community. Mr. Keith Corum, on behalf of the Salvation Army, donated 200 backpacks funded by the Christmas Kettle Program, which came from our community. The PTO sponsored a fantastic assembly today (magic show) for the entire school. The kids loved it.
- Back to School Night will be September 13th. Times are 6:00-6:30 p.m. for Grades K-2 and 6:30-7:00 p.m. for Grades 3-5. She is looking forward to seeing everyone there.

(WIS) Mr. Sailsbery reported:

- Mr. Sailsbery gave a handout of information to the Board.
- WIS is also off to a great start – they are committed to making WIS a better place for students and staff. They are working hard with less, but to give them balance they want to include having

some fun. They spearheaded this idea with a welcome back rally on August 24th, sponsored by ASB and the California Junior Scholarship Federation.

- Back to School Night was held on August 30th. The evening went smoothly, but had a smaller turnout than in the past.
- They had their annual Magazine Sale and Cookie Dough Fundraiser Assembly on August 31st.
- They are working out the kinks with Recess before Lunch. It is not as popular with the students, but seems to be more popular with the staff and administration because they are not seeing as many behavior issues during lunchtime. They will continue to monitor the recess and try and resolve the problems.
- EDI – On September 11th EDI consultant, Bob Virden will meet with the teachers at WIS and visit classrooms during the day to provide helpful hints and feedback to the teachers.
- September 19th there will be staff collaboration at Stony Gorge Reservoir – sponsored by River Jim and led by Mr. Shively.
- A Spirit Rally will be held on September 21st – the theme will be local sports teams and the Cardinal Band will also participate.

(WHS) Mr. Smith reported:

- He gave a handout of upcoming events to the Board.
- Mr. Bazan is doing a great job and is a great fit for WHS. He is a constant professional.
- The two Collaboration Days held this year have been very productive. They have made a decision on their Pacing Guide Template for every course at the high school. Bob Virden, the new EDI trainer, will be on campus on October 10th and the staff has a very positive outlook about his visit and EDI.
- The site leadership team has been formed.
- Back to School Night's attendance was the best he has seen in years.
- The first rally of the year was very good. The Battle of the Axe Rally is next week.
- The band will represent WHS at Band Day at U.C. Berkeley.
- He commended Mr. Tom Bryant for hosting the SAT Test on October 6th on the WHS campus. This is the first time our students haven't had to travel to take the test.

(Mr. Parisio left at 8:25 p.m.)

Mr. Smith introduced Karen Alves, WHS Booster Treasurer.

- She gave the Board a handout.
- She gave a background on the Boosters, their board, members, and fundraisers.
- She reported that last year they donated over \$21,000.00 to various athletic teams, classes, clubs, and grad night.
- She encouraged parents to get involved with their children and their schools.

(WCHS) Dr. Geivett reported:

- Enrollment is up to 25 students.
- Back to School Night was successful.
- He commended Mr. Prinz for continuing to do an outstanding job with the students and also with his community outreach with the Willows Care Center. The students are planning to have a luncheon with the residents/patients over at WCHS.

5.3 Director of Business Services – Mrs. Beymer addressed the Board:

- The unaudited actuals will be reported on at the October meeting.
- She met with Rose Krepelka to try and save the employees some money on health and welfare benefits.
- Bus #79 has been sold. The District netted approximately \$1,200.00 from the sale.
- Some years ago Mr. & Mrs. Devitt left their entire estate to the District in the form of a scholarship. The attorneys contacted the District as they are in the process of liquidating the estate and gave us a ring that needs to be sold so the money can go into the scholarship account. The ring appraised for \$27,000.00. They also liquidated the cash account and \$5,054.00 was deposited into the scholarship account.
- Mid-year cuts are a definite possibility if one of the tax initiatives does not pass in November. There would be a loss of \$441.00 per ADA which would be a \$640,000 loss to WUSD which already is reflected in our budget.

5.4 Director of Categorical Programs – STAR Testing Report – Dr. Geivett reported in Mrs. Perez's absence:

- He has had several discussions with Mrs. Perez concerning our test scores. He stated they are what they are and that we have a lot of work to do. He went through the test scores with the Board and stated that while we can celebrate the students who are proficient or advanced, it is the lower

achieving students that should be a major concern for us. He offered no excuses and with nine out of ten areas falling below the State's average he said he is not happy with our scores. We need to continue to work hard to make sure our kids improve and get the higher scores possible. We are getting the help we need to improve and that is why the Board is hearing about common core standards, PLC's, EDI, and having consultants come in to help the staff. He also said that he trusts our staff members and our students and that we will improve with some hard work.

- He said the testing calendar is included in their packet so they are aware of the upcoming testing dates.

5.5 Superintendent – Dr. Geivett reported:

- He said that he received an email that there will be a Celebration of Life/Memorial for Ron Mongini on October 6th at 5:30 p.m. at the Glenn Golf & Country Club. It will be casual and a potluck.
- He gave a presentation to the Kiwanis Club on the comparison between Prop. 30 & Prop. 38 (the two major tax initiatives affecting schools) and also talked about the upcoming bond election. He thanked Jim and Ann Lambert, two fellow Kiwanis members, for being co-chairpersons for the bond committee.
- Dr. Geivett and Mrs. Beymer met with Jeff Grau, a local architect, who has knowledge of modernization and securing modernization funds; as well as Lynne Scott who works with a firm to help us get in line for modernization funds.
- We are continuing to work with Data Works on EDI and for future training and mentoring opportunities for the administration and staff. The majority of the staff has been very receptive to include lesson delivery strategies and techniques in their classrooms.

5.6 Governing Board Members

Mr. Ward:

- He stated that we need to stress the importance of the upcoming bond election. He stressed being positive when talking to the public.

Mrs. Knight – No report

Mr. Munguia:

- He wanted to thank and congratulate Sharon McMahon for her 30+ years. He also wanted to congratulate Mr. Shively for writing his successful grant.

Mr. Geiger:

- He attended both WIS and WHS Back to School Nights and thought they were positive. He thought Mr. Smith, Mr. Sailsbery and their staffs should be commended for having successful evenings at their schools.
- He said as far as the bond measure is concerned, that as supporters of the bond, we need to be proactive and sensitive to everyone's needs. Promote the projects that we want to have completed. He thanked all staff members that are helping with the bond measure to get it passed.

6. CONSENT CALENDAR

A. GENERAL

1. Accept donation of 200 backpacks to Murdock Elementary School from Keith Corum, Community Service Representative for the Salvation Army (funded by the Christmas Kettle Program).
2. Accept donation of \$2,000.00 to the River Jim's Adventure Education from the Barceloux-Tibessart Foundation.
3. Accept donation of \$1,200.00 to the River Jim's Adventure Education from the Police Activities League.
4. Accept Inland California Project Professional Development Grant in the amount of \$21,939.30 for the WIS River Jim's Adventure Education.

B. EDUCATIONAL SERVICES

1. Approve Interdistrict requests for Students #12-13-17 through #12-13-19 to attend school in the WUSD for the 2012/13 school year.
2. Approve Interdistrict requests for Students #12-13-49 through #12-13-56 to attend school in another district for the 2012/13 school year.
3. Approve the Willows High School FFA Member Calendar for the 2012/13 school year.
4. Approve Fall 2012 Butte College and GCOE Adult Education Program (GAP) concurrent enrollment for WHS students.

C. HUMAN RESOURCES

1. Ratify employment of Karen Hanson as the Lead Custodian (District-wide), effective 9/4/2012.
2. Ratify employment of the following for extra duty assignments at WHS for the 2012/13 school year:

Young Farmers Advisor	Alex Xanthus	
FFA Advisor	Amanda Samons	
Yearbook	Marge Ansel	
ASB Activities (co-directors)	Jessamin Proctor & Terri Moore	
<u>Saturday School</u>	<u>Detention</u>	
Alex Xanthus	Lillian Xanthus	Tom Bryant
Lillian Xanthus	Marge Ansel	
Jessamin Proctor	Alex Xanthus	
Tom Cox	Jessamin Proctor	
3. Ratify employment of the following assignments at Murdock:

<u>Yard Duty/Crossing Guard</u>		
Barbara Breuss	Stacy Imhoff	Laura Owens
Delbert Mauzey	Terry Mokler	Samantha Taylor
Laurin Tutsch	Tarra Bettencourt	Peggy Morton
<u>Lunch Time Detention Supervisors</u>		
Josh Niehues	Susan Cameron	
4. Ratify employment of the following for extra duty assignments at WIS:

Cathy Fleming	6 th Grade Independent Study Coordinator	
<u>Breakfast/Noon Duty Aides:</u>		
Samantha Taylor	Jocabeth Nava	Patty Villicana
Laura McClain	Carolyn Stokes	

D. BUSINESS SERVICES

1. Approve budget revisions.
2. Approve warrants from 8/8/12 through 8/29/12.

Mr. Munguia moved, seconded by Mrs. Knight, to approve the Consent Calendar. The motion passed with 4 yes votes, 1 absent.

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 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.)

Mrs. Knight moved, seconded by Mr. Munguia, to approve the additions/deletions/changes to Board Policies per CSBA's Policy Guidesheet Recommendations. The motion passed with 4 yes votes, 1 absent.

(Items 7A-2, 3 & 4 were reported on after Item 3.1)

2. **(Information)** Report from Bill Shively on the August River Jim’s Adventure Education Field Trip.
3. **(Action)** Approve River Jim’s Adventure Education overnight field trip on October 2nd & 3rd, 2012, to Stony Gorge Reservoir or Black Butte Lake.
4. **(Information/Discussion)** Indoor Environmental Services (IES) - Results of Feasibility Study.

B. EDUCATIONAL SERVICES

1. **(Action)** Approve National FFA Convention field trip to Indianapolis, IN from October 21-28, 2012. Mr. Geiger moved, seconded by Mrs. Knight, to approve the National FFA Convention field trip to Indianapolis, IN from October 21-28, 2012. The motion passed with 4 yes votes, 1 absent.
2. **(Discussion/Possible Action)** Approve Mission, Vision, and Goals for 2012-2013. Mr. Geiger moved, seconded by Mrs. Knight, to approve the Mission, Vision, and Goals for 2012-13. The motion passed with 4 yes votes, 1 absent.

PUBLIC HEARING: A Public Hearing will be held at this time to allow for public input regarding the Sufficiency of Textbooks and Instructional Materials, pursuant to the requirements of Education Code 60119 (Pupil Textbook and Instructional Materials Incentive Account). Mr. Geiger opened the Public Hearing at 9:04 p.m. No comments were made. Mr. Geiger closed the Public Hearing at 9:05 p.m.

3. **(Action)** Approve Resolution No. 2012-13-07, Sufficiency of Instructional Materials 2012-13. (Annual Requirement) Mrs. Knight moved, seconded by Mr. Munguia, to approve Resolution No. 2012-13-07. Roll call vote was taken. The motion passed with 4 yes votes, 1 absent.

C. HUMAN RESOURCES

1. **(Action)** Approve establishment of the District Plan for Committee on Assignments in accordance with Education Code §44258.7 (d) (1) for the 2012/13 school year. Mr. Ward moved, seconded by Mrs. Knight, to approve the establishment of the District Plan for Committee on Assignments for the 2012/13 school year. The motion passed with 4 yes votes, 1 absent.
2. **(Action)** Approve assignments of the following teachers per designated Education Code §44258.3/§44258.7 as noted:

Inette Howard	U. S. History	Grade 8
Bill Shively	General Math	Grades 7-8
Julio Garcia	Computer Literacy	Grades 7-8
Lisa Michael	Life Skills	Grades 7-8
Dianna Abold	Journalism/Leadership	Grades 7-8
Pam Steward	Health	Grades 7-8
Margaret Ansel	Reading	Grades 9-12
Patricia Perry	Economics	Grade 12
Tom Chisholm	World History	Grade 10
Amanda Samons	Earth Science	Grade 9
Terri Moore	Distance Learning	Grades 9-12

Mr. Geiger moved, seconded by Mr. Munguia, to approve the assignments of the abovementioned teachers per designated Education Code §44258.3/§44258.7. Mr. Geiger thanked Mr. Smith and Dr. Geivett for adding Distance Learning to the curriculum. The motion passed with 4 yes votes, 1 absent.

D. BUSINESS SERVICES

1. **(Action)** Approve 2012/13 K-3 Class Size Reduction Program Operations Application. (Annual Requirement) Mrs. Knight moved, seconded by Mr. Munguia, to approve the 2012/13 K-3 Class Size Reduction Program Operations Application. The motion passed with 4 yes votes, 1 absent.
2. **(Action)** Approve Resolution No. 2012-13-08, Resolution to File an Eligibility Application to the OPSC for Modernization and/or Replacement of School Facilities. Mr. Geiger moved, seconded by Mr. Munguia, to approve Resolution No. 2012-13-08. Roll call vote was taken. The motion passed with 4 yes votes, 1 absent.
3. **(Action)** Approve Agreement for Services for Richard Gonzalez & Associates for the 2012/13 school year. Mr. Munguia moved, seconded by Mrs. Knight, to approve the Agreement for Services for Richard Gonzalez & Associates for the 2012/13 school year. Dr. Geivett stated that Lynne Scott will be performing the preliminary work to put us in line for modernization funding. The motion passed with 4 yes votes, 1 absent.

4. **(Action)** Approve 2012/2013 Authorized Personnel (Updated Signatures) for business documents submitted to GCOE. Mrs. Knight moved, seconded by Mr. Munguia, to approve the 2012/13 Authorized Personnel list of updated signatures for business documents submitted to GCOE. The motion passed with 4 yes votes, 1 absent.

8. **ANNOUNCEMENTS**

- 8.1. Back to School Night for Murdock Elementary School is September 13, 2012 at 6:00 p.m.
- 8.2. October 1 – October 5, 2012, is a district-wide break.
- 8.3. The next Regular Board Meeting on will be held on October 11, 2012, at 7:00 p.m. at the Willows Civic Center.

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

At 9:10 p.m., the Board took a short recess after the Regular Meeting before going into Closed Session. Mr. Geiger stated that he will report out in Open Session upon the conclusion of Closed Session.

10. **CLOSED SESSION**

Closed Session began at 9:19 p.m.

- 10.1 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
- 10.2 Pursuant to Government Code §54957.6: Conference with Labor Negotiator – Agency negotiator: Mort Geivett. Employee Organization: WUTA/CSEA, Non-represented: Management and Confidential
- 10.3 Pursuant to Government Code §54956.9: Conference with Legal Counsel – Anticipated Litigation (one case)

11. **RECONVENE TO OPEN SESSION**

11.1 Announcement of Action Taken in Closed Session

At 9:34 p.m., the meeting reconvened to Open Session. Mr. Geiger reported out:

- Item 10.1: Update given to the Board
- Item 10.2: Update given to the Board
- Item 10.3: Update given to the Board

12. **ADJOURNMENT**

The meeting was adjourned at 9:35 p.m.