

WILLOWS UNIFIED SCHOOL DISTRICT

Regular Meeting – October 9, 2014

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 Ward called the meeting to order at 7:00 p.m. Board members present were: Mr. Geiger, Mrs. Knight, Mr. Ward, Mr. Parisio and Mr. Munguia.
- 1.2 Welcome to Visitors
- 1.3 Flag Salute was led by Mrs. Barbara Parisio.

2. AGENDA/MINUTES

- 2.1 Approve the Minutes of the Regular Meeting of September 4, 2014. Mrs. Knight moved, seconded by Mr. Munguia, to approve the Minutes of the Regular Meeting of September 4, 2014.
AYES: Geiger, Knight, Ward, Parisio & Munguia
NOES: None
ABSENT: None
MOTION PASSED: 5-0
- 2.2 Approve the Agenda for October 9, 2014. Mr. Geiger moved, seconded by Mr. Parisio, to approve the Agenda for October 9, 2014.
AYES: Geiger, Knight, Ward, Parisio & Munguia
NOES: None
ABSENT: None
MOTION PASSED: 5-0

3. PUBLIC COMMENTS

- Mrs. Angela Parisio-Long addressed the Board. She presented three checks from Responsible School Solutions for the following: MES Library in the amount of \$105.00; WIS Library in the amount of \$105.00; and WHS Library in the amount of \$106.96. The Board thanked Mrs. Parisio-Long for her donation to the libraries.

4. REPORTS

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

4.2 **Principals**

(WHS) Ms. McLaughlin reported:

- The high school has a lot of activities going on.
- She reported to the Board last month on her academic concerns for WHS students. She now has in place two new academic intervention classes for seniors who have not passed the CAHSEE and for ninth graders with low grades.
- Collaboration time has been student focused on identified strategies. She gave kudos to the teachers for having after school meetings with parents. Keeping students engaged has also been a key focus for their collaboration meetings.
- Google Apps. For Education just went into effect at the high school.

(WIS) – No report.

(MES) Mrs. Brown reported:

- She explained that DI Time is an intervention program focused on reading/writing instruction at the appropriate student grade levels for a 45 minute period of time (4 days per week). She thanked the MES teachers for their support of the program and hopes for good results and growth.
- She thanked the fantastic PTO group. There is a lot more parent involvement this year and they are planning the Fall Festival which will be on October 30th.
- Mrs. Brown thanked the Board for making the library position full-time. It is great for the students.
- Enrollment is now up to 645 students at Murdock.

(WCHS) Dr. Geivett reported:

- The CAHSEE testing just finished up and the students took the test very seriously.
- The students just completed their bird house project – they made 25 bird houses to present to the patients at the Willows Care Center. He said the students were very creative with this project.
- They had their first graduate of the year this week who will walk the stage in June.
- Enrollment is at 26.

4.3 Director of Business Services: Mrs. Beymer reported:

- She updated the Board on the MAA Program – audits are now finished and it was decided that schools will not be penalized for following regulations that were in effect at the time (have teachers reporting). She is hopeful that we will get paid what is owed us.
- Our CBEDS count this year is up from last year.

4.4 Director of Categorical Programs – Testing Information: Mrs. Perez reported:

- She gave a handout of the Summary of Key Indicators of School Climate and Student Well-Being to the Board and public. Mr. Ward had asked last month for a comparison of schools in our county on this subject. Mrs. Perez had information from Orland Unified and Hamilton Unified. She was not alerted to any one item that showed a huge difference between the districts.
- She stated that next month she would be reporting on API/AYP. She handed out 2014-15 California Assessment System information to the Board and the audience which lists all the tests that will be taken this year. She went over the different tests with the Board.

4.5 Superintendent – Dr. Geivett reported:

- He told the Board that the county-wide “Common 2 the Core” In-service Day was very successful and thanked Shirley Diaz and GCOE for organizing the event and giving WUSD the opportunity to host. He thanked Evone LaCombe and her cafeteria staff, Roberto Herniman and his team, and all of the presenters for their contributions. He thought it was a very positive day for all who attended.
- WUSD has now migrated to GAFE and there are definitely some challenges for the users. Overall, he felt that it is a good move.
- He speaks to John Alves almost daily on the need for improvement and rehabilitation of our facilities. They prioritize projects as well as they can. They are working with Stan Butts and IES to bid out for use on our Prop. 39 dollars to replace boilers, HVAC units, etc. at both WHS and Murdock.
- Justin Holliman from Garland Roofing is working on the roofing bids and other related projects at MES, and a pool consultant is also looking at pool specs next week to help determine the costs for repairing the pool.
- Tim Drury has used Cal Fire inmates on projects such as landscaping, painting, etc. at a former school he worked at in Glenn County. Dr. Geivett is looking into the possibility of using inmates to help with some projects around our district. He would talk to CSEA, the Classified Employees’ union, about this, but said they have been very receptive in the past to get some extra help. The inmates will not be working when students are present. Discussion ensued.

4.6 Governing Board Members

Mr. Munguia – No report

Mr. Parisio:

- He has been attending volleyball and football games when he can. It’s a very busy time for him. After harvest he plans on visiting the school sites more.

Mrs. Knight:

- She said she appreciates all of the hard work from the students and staff, both inside and outside of the sites.

Mr. Geiger – No report

Mr. Ward – No report

5. CONSENT CALENDAR

A. GENERAL

1. Accept donation from Michaud Aviation in the amount \$250.00 to go towards the WHS Football Program.
2. Accept donation from the “Yes on Measure R” Committee in the amount of \$1,275.08 to go towards WUSD facilities maintenance projects.
3. Accept donation from the Fish & Game Commission in the amount of \$1,200.00 to go towards the River Jim’s Education Adventures fund.

B. EDUCATIONAL SERVICES

1. Approve Interdistrict Requests for Students #14-15-19 through #14-15-23 to attend school in the WUSD for the 2014/15 school year.
2. Approve Interdistrict Request for Student #14-15-39 to attend school in another district for the 2014/15 school year.

C. HUMAN RESOURCES

1. Approve employment of Rebekah Walker, Temporary WHS Academic Intervention Teacher, effective 9/10/14.
2. Approve employment of Diana Millen, MES Transitional Kindergarten Instructional Aide I, effective 9/8/14.
3. Approve employment of the following extra duty assignment at WHS for the 2014/15 school year:

Joe West	Band
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4. Approve employment of the following assignment at Murdock for the 2014/15 school year:

Jamie Hashman	Volunteer Yard Duty Supervisor/Crossing Guard
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5. Approve the employment of the following WHS Fall Sports Coaches for the 2014/15 school year:

Fabian Barajas Reynoso	Varsity Football Volunteer
Byron Sites	J.V. Football Volunteer
6. Approve the updated Classified Substitute List.

D. BUSINESS SERVICES

1. Approve budget revision summary.
2. Approve warrants from 9/3/14 through 10/1/14.

Mr. Geiger moved, seconded by Mr. Munguia, to approve the Consent Calendar. Discussion: Dr. Geivett thanked the parties listed in Item 5A for their generous donations. Mr. Parisio also thanked those listed in Item 5A along with Responsible School Solutions for the donation presented to the Board tonight.

(CONSENT VOTE)

AYES: Geiger, Knight, Ward, Parisio & Munguia

NOES: None

ABSENT: None

MOTION PASSED: 5-0

6. DISCUSSION/ACTION CALENDAR

A. GENERAL

1. **(Information)** First Reading of the following additions/deletions/changes to Board Policies per CSBA’s Policy Guidesheet Recommendations:

BP 0200	Goals for the School District
BP 3260	Fees and Charges
BP 3280	Sale of Lease of District-Owned Real Property
BP 3513.3	Tobacco-Free Schools
BP 5117	Interdistrict Attendance
BP 5131.62	Tobacco
BP 5144	Discipline
BP 5144.1	Suspension and Expulsion/Due Process
BP 6141.5	Advanced Placement
BP 6142.92	Mathematics Instruction
BP 6151	Class Size
BP 6162.5	Student Assessment
BP 6162.54	Test Integrity/Test Preparation
BP 6163.1	Library Media Centers
BP 6184	Continuation Education
BB 9324	Minutes and Recordings

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

No action taken – information only item.

2. **(Information)** Williams Uniform Complaints Quarterly Report. (There were not any complaints.)
No action taken – information only item.

3. **(Discussion/Possible Action)** Approve use of Cal Fire inmates to perform school/facilities projects throughout the district. Dr. Geivett stated he, Tim Drury, and Carrie Brown had spoken with a representative from Cal Fire about the possibility of using the Cal Fire inmates to help with some projects in our district. First and foremost he stressed that the inmates would not be on campus during school hours. Mostly, they would be used during district-wide breaks when students are not present or during the summer. There would be good supervision of the inmates. Usually, they bring between 16-18 inmates with Cal Fire officers providing supervision. Discussion ensued regarding projects they could help with and how the inmates qualify to get into this program. The cost to the District is approximately \$250/day for 16-18 inmates. Two main concerns voiced for the district were safety of staff, students, and the community with inmates working in the district and the fact that if a fire breaks out when the inmates are working for us, they would have to leave and the district would then be responsible to finish the projects they were working on. The bargaining unit would have to approve of the help also. Mr. Parisio moved, seconded by Mr. Geiger, to pursue investigating the use of Cal Fire inmates to perform school/facilities projects throughout the district.

AYES: Geiger, Knight, Ward, Parisio & Munguia

NOES: None

ABSENT: None

MOTION PASSED: 5-0

4. **(Action)** Approve the disposal of the attached list of obsolete items from Willows Intermediate School. Mr. Parisio moved, seconded by Mrs. Knight, to approve the disposal of the list of obsolete items from WIS.

AYES: Geiger, Knight, Ward, Parisio & Munguia

NOES: None

ABSENT: None

MOTION PASSED: 5-0

B. EDUCATIONAL SERVICES

1. **(Action)** Approve the 2014-15 WUSD Mission, Vision, and Goals. Mrs. Knight moved, seconded by Mr. Munguia, to approve the 2014-15 WUSD Mission, Vision, and Goals.

AYES: Geiger, Knight, Ward, Parisio & Munguia

NOES: None

ABSENT: None

MOTION PASSED: 5-0

2. **(Information/Discussion/Possible Action)** Discussion of possible revisions to the WHS Student Athletic Code. Dr. Geivett stated that he was asked at last month's meeting to put this item on the agenda for discussion, in particular the academic eligibility piece. Mr. Bazan addressed the Board and explained our current academic eligibility requirements. He called many other schools in our area and most of them had similar requirements to ours. Discussion ensued regarding if an athlete should be allowed to play if they have an "F" on their report card, the use of a waiver, and engagement for athletes. Ms. McLaughlin and Mr. Bazan will continue to work on the athletic code and possible revisions to it. No action was taken.

3. **(Discussion/Possible Action)** Approve the addition of an ASB Student Board Member. Ms. McLaughlin addressed the Board and said that she would like to have a student give a monthly ASB Report at our board meetings. She also spoke to the Board about the possibility of a small scholarship for that student. Discussion ensued about who would report (most likely it would be the ASB President) and the responsibility of that position. The Board would like to see the ASB Report be included under the "Reports" section of the agenda. No action was taken.

4. **(Action)** Approve the PI Year 3 Local Educational Agency Plan – Evidence of Progress (2013-14). Mrs. Perez addressed the Board and stated that this is an annual federal requirement since we are in Program Improvement Year 3 Corrective Action. The District has to have an "Evidence of Progress" report that supports the three categories listed in the report. Mr. Geiger moved, seconded by Mrs. Knight, to approve the PI Year 3 Local Educational Agency Plan – Evidence of Progress (2013-14).

AYES: Geiger, Knight, Ward, Parisio & Munguia

NOES: None

ABSENT: None

MOTION PASSED: 5-0

C. HUMAN RESOURCES

1. **(Action)** Approve Classified Job Description for Maintenance I/Custodian/Utility position. Dr. Geivett received approval from the Board at last month's meeting to fly this position, but in order to do that he had to go to the bargaining unit with a new job description. The job description has been ratified by CSEA and now

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the District is asking for board approval of this new job description. Mr. Parisio moved, seconded by Mr. Geiger, to approve the classified job description for Maintenance I/Custodian/Utility position.

AYES: Geiger, Knight, Ward, Parisio & Munguia

NOES: None

ABSENT: None

MOTION PASSED: 5-0

PUBLIC HEARING: In accord with Government Code §3547, a Public Hearing will be held at this time to allow for public input regarding the Initial Proposal (see attached) from the California School Employees Association (CSEA) Chapter 119 to the Willows Unified School District (WUSD) for the 2014/2015 school year. Mr. Ward opened the Public Hearing at 8:38 p.m. No comments were made. Mr. Ward closed the Public Hearing at 8:39 p.m.

PUBLIC HEARING: In accord with Government Code §3547, a Public Hearing will be held at this time to allow for public input regarding the Initial Proposal (see attached) from the Willows Unified School District (WUSD) to the California School Employees Association (CSEA) Chapter 119 for the 2014/2015 school year. Mr. Ward opened the Public Hearing at 8:40 p.m. No comments were made. Mr. Ward closed the Public Hearing at 8:41 p.m.

2. **(Action)** Approve the Initial Proposal from the Willows Unified School District to the California School Employees Association (CSEA) Chapter 119 for the 2014/2015 school year. Mr. Geiger moved, seconded by Mr. Munguia, to approve the Initial Proposal from the WUSD to the CSEA Chapter 119 for the 2014/2015 school year.

AYES: Geiger, Knight, Ward, Parisio & Munguia

NOES: None

ABSENT: None

MOTION PASSED: 5-0

D. BUSINESS SERVICES

1. **(Action)** Approve Resolution #2014-15-04, Adoption of the "Gann Limit". (Annual Requirement). Mr. Geiger moved, seconded by Mr. Munguia, to approve Resolution #2014-15-04. Roll call vote was taken.

AYES: Geiger, Knight, Ward, Parisio & Munguia

NOES: None

ABSENT: None

MOTION PASSED: 5-0

2. **(Action)** Approve the Unaudited Actuals Financial Report for the Fiscal Year 2013-14. Mrs. Beymer reported to the Board on the unaudited actuals. She stated that in closing the books for 2013-14 we have an increase in our unrestricted ending fund balance of \$137,913. The main reason for the increase is due to the fact we received one-time Microsoft vouchers; we had a decrease in SELPA costs; we received both Prop. 39 and Common Core funding; and the LCFF also gave us additional funding. General fund restricted programs showed a net increase of \$306,420 tied directly to Prop.39 and Common Core which was restricted to those programs. Mrs. Knight moved, seconded by Mr. Geiger, to approve the Unaudited Actuals Financial Report for the Fiscal Year 2013-14.

AYES: Geiger, Knight, Ward, Parisio & Munguia

NOES: None

ABSENT: None

MOTION PASSED: 5-0

3. **(Action)** Approve the Government Accounting Standards Board (GASB) 43/45 Other Post-Employment Benefits (OPEB) Actuarial Valuation as of July 1, 2014. Mrs. Beymer stated this is an annual requirement and is an unfunded liability tied to OPEB. Mrs. Knight moved, seconded by Mr. Munguia, to approve the GASB 43/45 OPEB Actuarial Valuation as of July 1, 2014.

AYES: Geiger, Knight, Ward, Parisio & Munguia

NOES: None

ABSENT: None

MOTION PASSED: 5-0

4. **(Action)** Approve Contract with SchoolWorks for a Level 1 Developer Fee Study. Mrs. Beymer stated that in light of failing to pass the school bond and the need to generate additional funds for major repairs throughout the district, Mrs. Beymer would like to update the study to determine if the district qualifies for an increase in

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the rate for residential developments and to see if WUSD qualifies to begin collecting fees/charges for commercial/industrial real property developments/improvements. Mrs. Knight moved, seconded by Mr. Parisio, to approve the contract with SchoolWorks for a Level 1 Developer Fee Study.

AYES: Geiger, Knight, Ward, Parisio & Munguia

NOES: None

ABSENT: None

MOTION PASSED: 5-0

5. **(Action)** Approve commitment of unrestricted funds for Common Core textbook adoptions. The administration is requesting that the Board commit \$100,000 of Fund 01 / Resource 0000 current year revenue and commit the remaining \$176,546.66 balance in the former IMFRP dollars for current year and future textbook adoptions. Mrs. Knight moved, seconded by Mr. Geiger, to approve the commitment of unrestricted funds for Common Core textbook adoptions.

AYES: Geiger, Knight, Ward, Parisio & Munguia

NOES: None

ABSENT: None

MOTION PASSED: 5-0

6. **(Action)** Approve transfer of unrestricted funds into the district facility account. Mrs. Knight moved, seconded by Mr. Geiger, to approve the transfer of \$500,000 into fund 01/resource 9151 for emergency repairs and future facility projects. Discussion ensued regarding the possibility of moving additional funds. Mrs. Beymer thought that it was best to stick with the \$500,000 amount at this time and to examine the possibility of transferring additional funds in the future as necessary.

AYES: Geiger, Knight, Ward, Parisio & Munguia

NOES: None

ABSENT: None

MOTION PASSED: 5-0

Mrs. Beymer wanted to comment that although not all members were present at the recent Budget Committee meeting, the members who were present were in support of this transfer of funds as well.

(Discussion/Possible Action) Fiscal and Program Sustainability Plan.

- Dr. Geivett had one recommendation for the Board to consider this evening. He has talked to both Evone LaCombe (Cafeteria Manger Lead) and Dina Ibrahim (Bookkeeper/Cafeteria Coordinator) concerning their request for an additional 3.9/hr. Cafeteria Helper II at WHS. The cafeteria staff has had major cuts in the last several years. He wanted to thank Linda Carney publicly for the last several years she donated extra time every day. There are many other reasons for this request for adding this position. The cost for this position for the remainder of this year would be approximately \$7,500 and a full year would be approximately \$10,000/yr. Mr. Geiger moved, seconded by Mr. Parisio, to approve an additional 3.9/hr. Cafeteria Helper II position at WHS.

AYES: Geiger, Knight, Ward, Parisio & Munguia

NOES: None

ABSENT: None

MOTION PASSED: 5-0

Mr. Parisio thanked Dr. Geivett for checking into the numbers for this position and said he realizes that before any position is recommended to be brought back or added that a lot of research goes into his recommendation to the Board.

- Mrs. Beymer addressed the Board and talked about plans for repairing roofs, replacing HVAC units and boilers at WHS and Murdock. The district has received the first allocation of the Prop. 39 dollars and these funds have to be proven to save the district in energy costs. She and Dr. Geivett have been discussing these matters with Stan Butts with IES. The remaining QZAB dollars that are usable for rehabilitative purposes are \$350,000, of which the roofing repairs would qualify for these funds. Prop. 39 carryover funds of \$91,000 could be used to replace the HVAC units and boilers. Prop. 39 funds expected to come in November are \$114,000. We can now use Fund 25 (developer fee fund) dollars for necessary repairs because of the bond failure. We now have \$320,000 remaining there. As of today, and we are still gathering quotes because this is all subject to the competitive bidding process, the total cost of the project using IES would be \$967,000. The balance needed is \$412,000 Discussion ensued over financing a low interest loan or paying outright for these projects. We have the option to use the Fund 25 dollars. Mr. Geiger moved, seconded by Mrs. Knight, to direct the District to utilize our own dollars to complete the projects needed and not go for a low interest loan.

AYES: Geiger, Knight, Ward, Parisio & Munguia
NOES: None
ABSENT: None
MOTION PASSED: 5-0

7. **ANNOUNCEMENTS**

7.1 The next Regular Board Meeting will be held on November 6, 2014, at 7:00 p.m. at the Willows Civic Center. Mrs. Knight stated that she would not be in attendance for the November 6, 2014 meeting.

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

At 9:12 p.m., the Board took a short recess after the Regular Meeting before going into Closed Session. President Ward stated that he would report out in Open Session upon the conclusion of Closed Session.

9. **CLOSED SESSION**

Closed Session began at 9:20 p.m.

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

10. **RECONVENE TO OPEN SESSION**

10.1 Announcement of Action Taken in Closed Session

At 9:28 p.m., the meeting reconvened to Open Session. President Ward reported out:

- Item 9.1: Update given to the Board by the Superintendent.
- Item 9.2: Update given to the Board by the Superintendent.

11. **ADJOURNMENT**

The meeting adjourned at 9:29 p.m.