

WILLOWS UNIFIED SCHOOL DISTRICT BOARD OF EDUCATION

Regular Meeting – June 23, 2011

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

2. AGENDA/MINUTES

- 2.1 Approve Minutes for the Regular Meeting of May 5, 2011 and the Special Meeting of May 12, 2011. Mr. Ward moved, seconded by Mr. Munguia, to approve the aforementioned minutes. The motion passed unanimously with 5 yes votes.
- 2.2 Approve Agenda for June 23, 2011. Mr. Munguia moved, seconded by Mrs. Knight, to approve the agenda for June 23, 2011. The motion passed unanimously with 5 yes votes.

3. RECOGNITION OF RETIREES

- 3.1 Barbara “Babs” Berens – Dr. Geivett presented Mrs. Berens with her plaque and thanked her for her 35½ years of service, loyalty, and dedication to the Willows Unified School District. He said that although her position would be filled that she could not be replaced.

4. PUBLIC COMMENTS - None

5. REPORTS

- 5.1 **Employee Associations (WUTA & CSEA)** – No reports
- 5.2 **Director of Business Services** – No report
- 5.3 **Director of Technology Services** – Mr. Lillie addressed the Board. He reported that he has had a lot of meetings with the GCOE staff and that the transition was in full progress. He also conducted a professional development session with the teachers and thought it went very well. He shared with the Board that even with a very tough budget they need to find a way to keep technology alive in our District since it is the way of the future. He said that he has left the technology department in better shape than he found it.
- 5.4 **Director of Transportation/Facilities Operations** – No report
- 5.5 **Superintendent** – Dr. Geivett stated that the 2010-11 school year was very busy, hectic, eventful, but overall, a good year. He commended the site administrators and their staffs for all of their hard work: Murdock for bringing back the RTI program and scheduling interventions for students; WIS for continuing their work on creating PLCs which brought camaraderie and a collegial atmosphere to their site; and WHS for bringing back increased spirit and a connection to their school. Dr. Geivett also thanked his staff at WCHS for working diligently with at-risk students and promoting their success. He thanked the District Office staff and support staff for all of their hard work with changes in positions and the myriad of duties and responsibilities that they take on to keep things working as smoothly as possible. Dr. Geivett also thanked the Board for working hard with him and staff members for creating our Mission, Vision & Goals. He also wanted to personally thank Mr. Lillie for his hard work and dedication to the District. Some matters before him at this time are to tie up negotiations this summer; “Kinder Camp Program” headed by Addie Vierra will take place in August; he would also like to have a “jump start” program on our Murdock campus; facilities rentals and leases with GCOE re: ROP and Adult Ed classes are being discussed; personnel issues regarding layoffs and consideration of the cut list with positions to be returned; and professional development related to the District Leadership Team with two goals concerning lesson delivery and PLC work. He also invited Jerry Smith and Holly McLaughlin to address the Board as part of his report.

(WHS Principal) – Mr. Smith reported on the end of year to the Board. He stated that both final exams and the senior trip went well. He said graduation was successful and thought the students conducted themselves with dignity. Mr. Bryant, Ms. Steele and Mr. Smith have completed the master schedule and classes will be crowded due to cuts, but the staff will make it work. WHS will be lined up with both WIS and MES on Collaboration Days next year. They will be working on PLCs as well as the WASC Accreditation. On behalf of the WHS staff and himself, he thanked the Board and the community for their support this year.

(MES Principal) – Ms. McLaughlin addressed the Board. She thanked Mr. Lillie for his help in the transition of getting her set up at MES. Last week she met twice with the MES Leadership Team which was very helpful and got some great groundwork going. They want to get started with interventions right from the beginning and make their PCL time effective and tied to the District goals. They are meeting again on August 1st so they are ready to go on “Day One”. She is in the process of setting up meetings with the office staff. She feels Murdock is a place poised for positive growth and feels very fortunate to be part of it.

Dr. Geivett wanted to add a few “positives” to his report. He said he was happy to announce that WIS is being considered to receive prizes up to \$100,000 as a finalist in the Governor’s Fitness Challenge Competition and wanted to commend both Steve Sailsbery and Mike Buckley for their efforts. WIS is one of two school finalists in the 2011 competition. The letter congratulated Principal Sailsbery and Challenge Coordinator Mike Buckley. Dr. Geivett also commented that he received a letter from a community member, Rob Love, commending Terri Moore and Robin Smith on their coaching of the WHS Softball Team. Their commitment and dedication to the program was to be commended and that coaching was not only about winning, but about building character. Lastly, Dr. Geivett shared a letter from Cheryl Huffman commending two teachers at Murdock, Mrs. Goings and Mrs. Calonico. She stated they are preparing today’s students for tomorrow’s challenges and teachers like them keep their family coming back to Murdock.

5.6 Governing Board Members

Mr. Munguia – No report

Mr. Parisio – He thanked Glenn Fertilizer for their donation of the fertilizer for the WHS football field. He said that with our current budget problems our community members keep us going. Without our community’s generous donations, support and volunteerism, the District couldn’t survive. He also stated we need to come together at the bargaining table and solve our problems together.

Mr. Ward – He said he attended the Glenn County Fair and thought WUSD had reason to be proud of the quality of our students craft exhibits and livestock animals. He was able to attend two of the graduations and was very impressed with the dignity of the ceremonies. He said he still has a passion for WUSD and said it has class and quality. He touched on the letters Dr. Geivett shared about WIS being a finalist in the Governor’s Fitness Challenge and the Murdock teachers being commended. He thinks we need a more public forum to get out the “positives” about WUSD because he thinks we have excellent schools.

Mrs. Knight – She commented on the graduations and said they were amazing. She said she is very thankful to live in this community where the people pull together that touch the lives of our children. She said she is grateful to live in this community and have her children attend WUSD schools. She said all three graduations were spectacular. WCHS’s graduation particularly touched her since those students really had to travel a tough road to get their diplomas.

Mr. Geiger – He thought the Glenn County Fair was spectacular and that the students of WUSD did a great job and is looking forward to next year’s fair. He attended all three graduations and thought all were very successful. He agreed with Mrs. Knight that the WCHS graduation was very touching and heartfelt. He thanked the community for their support of time and money for our schools. Wilbur-Ellis/Ord Bend donated the fertilizer for the trees at the track so he wanted to thank both Wilbur-Ellis plants for their donations. Mr. Geiger also thanked both John Alves and Manuel Rakestraw for their hard work.

6. CONSENT CALENDAR

A. GENERAL

1. Accept donation from Wilbur-Ellis/Glenn Fertilizer Company in the amount of \$873.63 (fertilizer for the WHS football field).

B. EDUCATIONAL SERVICES

1. Approve Interdistrict requests for Students #11-12-14 through #11-12-16 to attend school in the WUSD for the 2011/12 school year.
2. Approve Interdistrict requests for Students #11-12-38 through #11-12-49 to attend school in another district for the 2011/12 school year.
3. Approve the 2011/12 Consolidated Application for Funding Categorical Aid Programs (Part 1).

C. HUMAN RESOURCES

1. Accept letter of resignation from Margaret Hays, Certificated Teacher, effective June 13, 2011.
2. Accept letter of resignation from Jen Vierra, Certificated Teacher, effective June 11, 2011.
3. Accept letter of resignation from Beverly Appleton, MES Secretary I, effective June 18, 2011.
4. Ratify employment of Debra Guzman as MES Academic Bootcamp Instructional Aide.
5. Ratify employment of Lisbeth Diaz, Karina Diaz, Isidro Garcia, Karen Izquierdo, Kelsie Landreth, Itsel Lopez, Marcos Luna, Mao Moua, Nedia Sanchez, and Elizabeth Vasquez, as MES Academic Bootcamp Student Aides.

D. BUSINESS SERVICES

1. Approve budget revisions.
2. Approve warrants from 5/4/11 through 6/15/11.

Mrs. Knight asked to pull Item 6C5 and abstain from voting. Mr. Geiger asked to pull Items 6C1, 6C2, and 6C3 for discussion. Mr. Geiger moved to approve the Consent Calendar with Items 6C1, 6C2, 6C3, and 6C5 pulled. Mr. Ward seconded the motion. The motion passed unanimously with 5 yes votes. Mr. Geiger thanked Mrs. Hays for 32 years, Mrs. Vierra for 33 years, and Mrs. Appleton for 33 years, of service to the District and wished them well with their future endeavors. Mr. Geiger moved, seconded by Mr. Parisio, to approve Items 6C1, 6C2, and 6C3. The motion passed unanimously with 5 yes votes. Mr. Geiger moved, seconded by Mr. Munguia, to approve Item 6C5. The motion passed with 4 yes votes, 1 abstention (Mrs. Knight).

7. 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 4020	Drug and Alcohol-Free Workplace
BP 5117	Interdistrict Attendance
BP 5141.21	Administering Medication and Monitoring Health Conditions
BP 6161.1	Selection and Evaluation of Instructional Materials
BP 6163.2	Animals on School Property or at School Sponsored Programs and Activities
BP 6164.4	Identification and Evaluation of Individuals for Special Education

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

This is an information item only at this time. No action taken

2. **(Possible Action)** Consider changing or cancelling the July meeting. Discussion ensued as to whether or not hold a July meeting. The meeting was to discuss the three teachers who still needed their CLAD credential. Dr. Geivett stated that at this time two of the teachers had completed all course work and one teacher is still waiting for a grade. July 14, 2011 was the date given to the teachers that they had to have their CLAD credential in hand. Also, Dr. Geivett stated that another item to be discussed could be the Superintendent's evaluation. Dr. Geivett said the Board could cancel the July meeting and call a Special Meeting, if needed. Mr. Parisio moved, seconded by Mr. Munguia, to cancel the regular July meeting and call a Special Meeting, if needed. The motion passed unanimously with 5 yes votes.
3. **(Action)** Approve River Jim Group overnight field trip to Stony Gorge on July 5th, 6th, 7th, 2011. Mr. Geiger moved, seconded by Mr. Munguia, to approve the aforementioned River Jim Group overnight field trip to Stony Gorge. Dr. Geivett shared with the Board that Mr. Shively would like to move the date of this trip to the first week in August. Mr. Geiger withdrew his motion. Mr. Geiger moved, seconded by Mr. Munguia, to approve the River Jim Group overnight field trip to Stony Gorge during the first week of August, 2011. The motion passed unanimously with 5 yes votes.

B. EDUCATIONAL SERVICES

C. HUMAN RESOURCES

1. **(Action)** Approve employment of Lauren Albert, Cathryn Fleming, Melanie Perrin, Christine Stewart, and Addie Vierra as Certificated Personnel for 2011/12. Mr. Munguia moved, seconded by Mr. Ward, to approve employment of the above named individuals as Certificated Personnel for 2011/12. The motion passed unanimously with 5 yes votes.
2. **(Information)** CLAD Update. This item was discussed earlier under Item 7A2.
3. **(Discussion/Action)** Approve appointing John Perry as a Lead Teacher/Teacher on Special Assignment – Administrative Coverage Support for the 2011/12 school year. Mr. Geiger moved, seconded by Mrs. Knight, to approve John Perry as a Lead Teacher/Teacher on Special Assignment – Administrative Coverage Support for the 2011/12 school year. Mr. Geiger thanked Mr. Perry and said he is doing a phenomenal job. The motion passed unanimously with 5 yes votes.
4. **(Action)** Approve Management and Confidential employees decision to take five furlough days in the 2011/12 school year. Mr. Geiger said he appreciates what the management and confidential employees are willing to do. Mr. Geiger moved to approve management and confidential employees to take five furlough days in the 2011/12 school year, only if all union groups do the same. Mr. Parisio seconded the motion. Dr. Geivett said he appreciated Mr. Geiger's comments and this is a good faith effort on part of the management and confidential employees to help keep the District afloat. The motion passed unanimously with 5 yes votes.
5. **(Action)** Approve Management and Classified/Confidential Salary Schedules for 2011/12 that include five furlough days. Mr. Geiger moved, seconded by Mr. Parisio, to approve the Management and Classified/Confidential Salary Schedule for 2011/12 that include five furlough days only if all union groups do the same. The motion passed unanimously with 5 yes votes.

PUBLIC HEARING: In accord with Government Code §3547, a Public Hearing will be held at this time to allow public input regarding the initial proposal (see attached proposal) from the Willows Unified School District (WUSD) to the Willows Unified Teachers Association (WUTA) for 2011/2012. President Geiger opened the Public Hearing at 7:51 p.m. No comments were made. At 7:52 p.m., President Geiger closed the Public Hearing.

PUBLIC HEARING: In accord with Government Code §3547, a Public Hearing will be held at this time to allow public input regarding the initial proposal (see attached proposal) from the Willows Unified Teachers Association (WUTA) to the Willows Unified School District (WUSD) for 2011/2012. President Geiger opened the Public Hearing at 7:52 p.m. No comments were made. At 7:53 p.m., President Geiger closed the Public Hearing.

PUBLIC HEARING: In accord with Government Code §3547, a Public Hearing will be held at this time to allow public input regarding the initial proposal (see attached proposal) from the Willows Unified School District (WUSD) to the California School Employees Association (CSEA) Chapter 119 for 2011/2012. President Geiger opened the Public Hearing at 7:53 p.m. No comments were made. At 7:54 p.m., President Geiger closed the Public Hearing.

PUBLIC HEARING: In accord with Government Code §3547, a Public Hearing will be held at this time to allow public input regarding the initial proposal (see attached proposal) from the California School Employees Association (CSEA) Chapter 119 to the Willows Unified School District (WUSD) for 2011/2012. President Geiger opened the Public Hearing at 7:54 p.m. No comments were made. At 7:55 p.m., President Geiger closed the Public Hearing.

D. BUSINESS SERVICES

1. **(Action)** Approve Agreement for Professional Services with Dannis Woliver Kelley for the 2011/2012 school year. Mr. Munguia moved, seconded by Mr. Parisio, to approve the Agreement for Professional Services with Dannis Woliver Kelley for the 2011/2012 school year. Dr. Geivett said this firm is representing WUSD with the Crews lawsuit and until that is settled we need to continue our services with them. There haven't been any changes in the agreement. The motion passed unanimously with 5 yes votes.
2. **(Action)** Approve Agreement for Professional Services with Kingsley Bogard Thompson for the 2011/2012 school year. Mr. Parisio moved, seconded by Mr. Ward, to approve the Agreement for Professional Services with Kingsley Bogard Thompson for the 2011/2012 school year. Mr. Geiger said he appreciated that they have not raised their fees since 2007. The motion passed unanimously with 5 yes votes.

3. **(Action)** Approve Agricultural Career Technical Education Incentive Grant 2011-12 Application for Funding (\$16,752). Mr. Munguia moved, seconded by Mr. Ward, to approve the Agricultural Career Technical Education Incentive Grant 2011-12 Application for Funding (\$16,752). Mr. Parisio thanked Ms. Samons, Mr. Xanthus, and Mr. Garrett for their work on this grant because it is what helps keep the ag program going at the high school. He said he appreciates all the work they do and Mr. Geiger agreed with him. The motion passed unanimously with 5 yes votes.
4. **(Discussion/Possible Action)** Cut List. This is the District's Fiscal Recovery Plan which Mrs. Goss, former fiscal advisor, helped initiate when she was assigned to the District by GCOE. Mr. Geiger discussed **Item #21 – WCHS**. Discussion ensued regarding contracts in place with GCOE to rent out space for Adult Ed. and ROP classes. Per Board Policy and Education Code, we have to offer Alternative Education in our District. Butte College has to be housed at a different location than the high school because it is a closed campus. He suggested using one classroom with a 4/6 position for WCHS in the morning and use that same class for Butte College in the afternoon. The cost to the District for heating and cooling the classroom would be about \$900 per year. The original savings listed on the Cut List of \$160,000 would be only a savings if all students were mainstreamed. The program pays for itself (with a part-time teacher and a part-time clerical support person) with the ADA from 16 students. At the end of the 2010/11 school year, WCHS had 27 students. Dr. Geivett said we need a facility for both Butte College and a campus for at risk students; we have the supervision available with Dr. Geivett, Mr. Perry and Ms. Steele; clerical support gets your ADA. The cost to run the program would be approximately \$83,000. Mr. Geiger moved, seconded by Mrs. Knight, to reinstate Item #21-WCHS to a 4/6 certificated position (one classroom) on the existing site with one 3.9 clerical support position. The motion passed unanimously with 5 yes votes.
Item #16-Groundskeeper was discussed. A contract was entered into with GCOE to cover 25% of this item.
Item #12-Technology Assistant was discussed. A contract was entered into with GCOE to bring back this position.
Item #24-WHS Account Clerk was discussed. Because of the tremendous amount of money that comes into the high school (over \$200,000), Dr. Geivett suggested that a part time employee be brought in to the high school as an account clerk. Indirect costs, possibly 3%, could be charged to ASB to help defray the costs of this position. More discussion ensued regarding the Account Clerk concerning audits, etc. Direction was given to the Superintendent to open a 3.9 Account Clerk position at the high school.
Item #16-Groundskeeper – Mr. Geiger moved, seconded by Mr. Ward, to reinstate Item #16-Groundskeeper position to 100% whole (75% from WUSD, 25% from GCOE contract). The motion passed unanimously with 5 yes votes.

PUBLIC HEARING: In accordance with Education Code §42103, a Public Hearing will be conducted at this time to allow public input on the Willows Unified School District's 2011/12 original budget. (available for preview at the District Office, 823 W. Laurel Street, Willows, CA)

President Geiger opened the Public Hearing at 8:45 p.m. No comments were made. The Public Hearing closed at 8:46 p.m.

5. **(Action)** Approve Willows Unified School District's 2011/12 original budget. Ms. Skala addressed the Board. Ms. Skala stated the revenue limits are about 70% of our revenue source and we have been living off of prior year ADA since we have a declining enrollment issue. With the establishment of the Walden Academy Charter, because it was potentially a district-supported charter, we had to realign our prior year. She used School Services deficit calculation of 19.754% per ADA. Overall federal revenues are down due to no more ARRA funding; Title II funding has been reduced by 18% which helps with staff development and offsets class size reduction; MAA receipts for 2011/12, based on 2010/11 time studies, have been moved into a restricted resource code; and local revenues are conservative. On the expenditure side of general fund, 78% of the expenses are salary and statutory benefits; the budget reflects the current layoffs with assumptions for furloughs factored in, as well as the groundskeeper and technology assistant position since we had potential agreements. If those assumptions change, the first interim would reflect those changes. We have concerns and need to start investing in the technology infrastructure for the District. Because we are in Program Improvement status, we have lost the flexibility with Title I monies. We need to set aside funds for interventions. Most costs in the 5000-5999 funds are fixed and hard to realign. The Interfund Transfers includes the one-time transfers from Fund 17 and Fund 20 due to GASB 54. The budget doesn't look too bad, but if our assumptions change we will have to come back with a different budget later. The Multi-Year Budget, which shows two years out, shows decreased ADA in light of the charter; we only have one more year of jobs monies, which covers 2 FTE teachers and the library position at Murdock. If we aren't funded the \$330 per ADA for all three years this picture looks radically different. Mr. Geiger

moved, seconded by Mr. Ward, to approve Willows Unified School District's 2011/12 original budget. The motion passed unanimously with 5 yes votes.

PUBLIC HEARING: In accordance with Education Code §42103, a Public Hearing will be conducted at this time to allow public input; discuss proposed uses of the funding and approve/disapprove use of funding on the budget trailer bill (SBX 3 4) Flexibility Transfers for State Categoricals on the Tier III list. President Geiger opened the Public Hearing at 9:10 p.m. No comments were made. The Public Hearing closed at 9:11 p.m.

6. **(Action)** Approve receipt of flexibility transfers as prescribed by the budget trailer bill (SBX 3 4) approved February 20, 2009 to be used to meet other educational purposes. Mr. Munguia moved, seconded by Mr. Parisio, to approve receipt of flexibility transfers as prescribed by the budget trailer bill (SBX 3 4) to be used to meet other educational purposes. The motion passed unanimously with 5 yes votes.

8. **ANNOUNCEMENTS**

8.1 The next Regular Board Meeting will be held on Thursday, July 14, 2011, at 7:00 p.m. at the Willows Civic Center. (unless changed under Item 7-A-2). The July 14, 2011 Regular Board Meeting was cancelled unless a Special Meeting needs to be called. The next Regular Board Meeting will be held on Thursday, August 4, 2011, at 7:00 p.m. at the Willows Civic Center.

The Regular Meeting adjourned at 9:13 p.m. with a recess before going into Closed Session. President Geiger will 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(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

9.3 Pursuant to Government Code §54956.9: Conference with Legal Counsel: Anticipated Litigation – (2 cases)

9.4 Pursuant to Government Code §54957: Evaluation of Performance of a Public Employee: Superintendent.

At 10:03 p.m, the meeting reconvened to Open Session. President Geiger reported out:

Item 9.1: Update given to Board.

Item 9.2: Update given to Board.

Item 9.3: Update given to Board.

Item 9.4 Per satisfactory performance review, the Board elected to extend the Superintendent's contract by one year.

10. **ADJOURNMENT**

The meeting was adjourned at 10:04 p.m.