

WILLOWS UNIFIED SCHOOL DISTRICT

Regular Meeting – September 7, 2017

Regular Session 7:00 p.m.

Willows City Council Chambers

201 N. Lassen Street, Willows, CA 95988

MINUTES

1. OPEN SESSION – CALL TO ORDER

- 1.1 Roll Call – Vice President Taylor called the meeting to order at 6:59 p.m. Members present were: Jeromy Geiger, Michelle Knight, Gina Taylor, and Buck Ward. Members Absent: Alex Parisio
- 1.2 Welcome to Visitors
- 1.3 Flag Salute was led by Bailey Morrell.

2. AGENDA/MINUTES

- 2.1 Approve the Agenda for September 7, 2017.
Mr. Geiger moved, seconded by Mr. Ward to approve the Agenda for September 7, 2017.
AYES: Ward, Knight Taylor, Geiger
NOES: None
ABSENT: Parisio
MOTION PASSED: 4-0-1
- 2.2 Approve the Minutes of the Regular Meeting of August 3, 2017.
Mrs. Knight moved, seconded by Mr. Geiger to approve the Minutes of the Regular Meeting of August 3, 2017.
AYES: Ward, Knight Taylor, Geiger
NOES: None
ABSENT: Parisio
MOTION PASSED: 4-0-1

3. PUBLIC COMMENTS - None

4. REPORTS

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

4.2 **Principals**

MES – Stephen Montana reported:

- Back to School Night was a great success. Teachers did an amazing job of decorating their classrooms and giving presentations to the parents.
- Making really good use of the ELA program (Benchmark).
- September 13-14, 2017, Murdock PTO is sponsoring Ron's Reptiles, an assembly for all grades.
- Thank you to the Maintenance Department. They've worked tirelessly to make sure the air conditioning was being repaired.
- Enrollment at the end of 2016/17 was 612. Enrollment is now 616.

WIS – Steve Sailsbery reported:

- Volleyball is off and running.
- Back to School Night turned out very well.
- September 1, 2017, Leon Logothetis gave two presentations on kindness through his "Kindness Diaries Tour." It was very moving for the students to hear his story and his message that focused on being kind to each other. Each student was challenged to perform one act of kindness every day. He did a follow up workshop with a group of students, mainly student body representatives. WIS now has a "Kindness Club." Bibiana McNeil (school counselor) began implementing a program last spring called "Caughtcha Being Kind." All of which is to try to help alleviate bullying.
- There will be a rally on September 8, 2017.
- Magazine/Cookie Dough fundraiser will begin on September 1, 2017.
- Coffee with Steve and Ron on September 15, 2017 at 7:30 a.m., which is a casual exchange with parents.
- Enrollment at the end of 2016/17 was 345. Enrollment is now 362.

WCHS – Dr. Geivett reported:

- Enrollment is 16, with one more coming.
- Students are still working with the Willows Care Center with activities such as walks, barbecues, making bird houses/feeders, and boxes for patients. Will work on kite flying this year.
- Two former students stopped by to visit. One is attending Butte College and wants to go into law enforcement. Another student shared that she wanted to figure out a way to go to Houston to help in the hurricane aftermath. It’s good to see former students wanting to make a difference.

WHS – David Johnstone reported:

- Back to School night was a good turnout.
- New teachers are off and running.
- Attended the Ag Advisory Committee meeting.
- Trying to get an after school Fire Science Academy up and running. Looking at applying for a \$35,000 grant to get the program started.
- There are CTE facility grants available that WHS is considering going after.
- Looking at new curriculum for Health and Career Ed.
- Students have started a new math club called “MEATS,” with Eloise Lengyel as the advisor.
- Students are attending the after school tutorials.
- Fall sports are up and running.
- Board asked questions that led to a discussion surrounding the time for passing periods.

4.3 Associated Student Body Report – Bailey Morrell reported:

- Hosted a successful Freshman Orientation, school activities night and first rally of the year.
- Homecoming week is September 11-15, 2017. Theme is “What’s Up.” Candidates are Briana Briones & Austin McDonald; Mayra Licea & Nestor Chavez; Christina & Sean Carriere; and Julia Lederer & Matt Walter. Rally will be September 15th from 8:55 a.m. – 9:35 a.m. Lunch will be closed campus, followed by the parade through town.
- Battle of the Axe will be held on September 22, 2017.
- Community bonfire will be held on September 21, 2017 at the WHS track.

4.4 Director of Business Services – Debby Beymer reported:

- Unaudited actuals will be presented in October.
- Budget committee meeting yesterday. Discussion surrounded replacing the computers in the computer labs at each school.
- Federal government is really hitting us hard with reductions in funding. Title I has been reduced by about \$6,000 and Title II by 50% which means about a \$50,000 reduction. U.S. Fish & Wildlife money, which is about \$36,000, is on hold.
- Senate Bill 751 is headed to the governor’s desk. This is the amendment to the minimum 3% reserve requirement, which allows schools with less than 2,500 students enrolled to be exempt from those rules & regulations. This will also increase the 3% reserve to 10%.

4.5 Director of State & Federal Programs – Ellen Hamilton reported

- Federal government is cutting Title II, which is professional development money.
- Still working on ESSA.
- CDE postponed the date when test scores would be released.
- Testing calendars have been updated.

4.6 Superintendent – Dr. Geivett reported:

- Working with architects for bond projects to begin in Spring 2018:
 - WHS
 - Gym, air conditioning, bleachers, revamping ADA compliant restrooms in the cafeteria, painting the school in two phases – phase one will consist of all the buildings with the exception of the gym and cafeteria which will be done after construction is complete.
 - MES
 - Portable replacement to include a toilet facility and restriping the playground.
 - WIS
 - New toilet facility.
 - Landscaping the front of the school.
- Thank you to maintenance for working on the air conditioning issues at MES.

- Wiring completed at MES/WHS except some things GCOE needs to finish. Wireless access points need to be installed.
- Ongoing issue with Bay Alarm. We are refusing to pay for services we did not receive. Not happy with Bay Alarm. Debby Beymer will be working with them to craft a deal on a final payment. We are looking to solicit vendors to replace the cameras.
- Second Citizens' Bond Oversight Committee meeting was held on August 23, 2017. It's a good committee, who's had some good suggestions. Jim Lambert is the chair, and they will submit a report to the Board in the spring.
- WIS Boosters Events 2017/18:
 - September 29th – Paint Night
 - October 20th & November 9th – Movie Nights
 - November 4th – 3 on 3 Basketball Tournament
 - Thanksgiving Break – Open Gym
 - December 2nd – Freeze Your Feathers Off Walk/Run
 - Christmas Break – Open Gym

4.7 Board of Education Members

Mr. Ward reported:

- Attended the WIS Back to School Night.
- Likes the banner hanging at MES thanking the community for their support of Measure B.

Mrs. Knight reported: No report

Mr. Geiger reported: No report

Mrs. Taylor reported:

- Wasn't able to attend any of the Back to School Nights due to volleyball.

5. CONSENT CALENDAR

A. GENERAL

1. Accept donation from Glenn County Deputy Sheriff's Association in the amount of \$500 for the WHS Football program.

B. EDUCATIONAL SERVICES

1. Approve Interdistrict Requests of Students #17-18-13 through #17-18-21 to attend school in Willows Unified School District for the 2017/18 school year.
2. Approve Interdistrict Requests of Students #17-18-17 through #17-18-23 to attend school in another district for the 2017/18 school year.
3. Approve the Fall 2017 Butte College Concurrent Enrollment for WHS students.
4. Approve the WHS FFA Calendar of Events for the 2017/18 school year.

C. HUMAN RESOURCES

1. Approve employment of Carissa Gokay, Temporary Intern, to cover for Janna Alves, effective 8/9/17.
2. Approve employment of Raina Arnold, Passenger Van Driver, effective 8/14/17.
3. Approve employment of Jaime Thorpe, Bus Driver Lead Districtwide, effective 9/8/17.
4. Approve Maternity/Child Rearing leave request for Bibiana McNeil, WIS Counselor, to commence August 22, 2017, and end on September 22, 2017.
5. Approve retirement of Valerie Taylor, Bus Driver Lead Districtwide, effective September 26, 2017.
6. Approve employment of the extra duty assignments at WHS for the 2017/18 school year. (See attached list)
7. Approve employment of the extra duty assignments at WIS for the 2017/18 school year. (See attached list)
8. Approve employment of the extra duty assignments at Murdock for the 2017/18 school year. (See attached list)
9. Approve Job Descriptions for the Cafeteria Manager Lead (Districtwide) and the Cafeteria Assistant Manager.
10. Approve the updated Classified Substitute List.
11. Approve the Revised Classified Job Classifications List.

D. BUSINESS SERVICES

1. Approve surplus of 1990 Ford Van – license plate #298869 valued at \$2,500 or less.
2. Approve budget revision summary.

3. Approve warrants from 8/3/17 through 8/30/17.

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

AYES: Ward, Knight Taylor, Geiger

NOES: None

ABSENT: Parisio

MOTION PASSED: 4-0-1

6. 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 1312.3	Uniform Complaint Procedures
BP 1340	Access to District Records
BP 2121	Superintendent's Contract
BP 3551	Food Service Operations/Cafeteria Plan
BP 4127/4227/4327	Temporary Athletic Team Coaches
BP 4312.1	Contracts
BP 6142.93	Science Instruction
BP 6145	Extracurricular and Co-curricular Activities
BP 6145.2	Athletic Competition
BP 6178.1	Work-Based Learning
BP 7214	General Obligation Bonds
BB 9012	Board Member Electronic Communications

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

AYES: Ward, Knight Taylor, Geiger

NOES: None

ABSENT: Parisio

MOTION PASSED: 4-0-1

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

BP 0000	Vision
BP 0100	Philosophy
BP 2140	Evaluation of the Superintendent
BP 4112.61/4212.61/4312.61 (Deleted)	Employment References
BP 6161.1	Selection and Evaluation of Instructional Materials
BP 7212	Mello-Roos Districts
BB 9121	President
BB 9220	Governing Board Elections
BB 9230	Orientation

Information only – no action taken.

3. **(Discussion)** WUSD Mission, Vision, and Goals. Discussion regarding whether a special meeting needs to happen to review the WUSD Mission, Vision, and Goals occurred. The Board determined that a special meeting does not have to happen, but they would like the use of technology to be added as a goal. Dr. Geivett will add the goal, and bring it back in October for Board approval.

B. EDUCATIONAL SERVICES

PUBLIC HEARING: A Public Hearing will be held at this time to allow for public input regarding the Sufficiency of Textbooks or Instructional Materials, pursuant to the requirements of Education Code 60119 (Public Hearings, Instructional Materials).

Mrs. Taylor opened the Public Hearing at 8:06 p.m. No comments were made. Mrs. Taylor closed the Public Hearing at 8:07 p.m.

1. **(Action)** Approve Resolution #2017-18-01, Sufficiency of Instructional Materials 2017/18. (Annual Requirement).
 Mrs. Knight moved, seconded by Mr. Geiger to approve Resolution #2017-18-01, Sufficiency of Instructional Materials 2017/18. Roll call vote was taken.
AYES: Ward, Knight Taylor, Geiger
NOES: None
ABSENT: Parisio
MOTION PASSED: 4-0-1
2. **(Action)** Approve the CTE Plan.
 Mrs. Knight moved, seconded by Mr. Geiger to approve the CTE Plan.
AYES: Ward, Knight Taylor, Geiger
NOES: None
ABSENT: Parisio
MOTION PASSED: 4-0-1

C. HUMAN RESOURCES

1. **(Action)** Approve the establishment of the District Plan for Committee on Assignments in accordance with Education Code §44258.7 (c) and (d) for the 2017/18 school year.
 Mrs. Knight moved, seconded by Mr. Ward to approve the establishment of the District Plan for Committee on Assignments in accordance with Education Code §44258.7 (c) and (d) for the 2017/18 school year.
AYES: Ward, Knight Taylor, Geiger
NOES: None
ABSENT: Parisio
MOTION PASSED: 4-0-1
2. **(Action)** Approve the assignments of the following teachers per Education Code §44258.3/§44258.7 as noted:

Dianna Abold	Journalism/Leadership	Grades 7-8
Maria Briones	U.S. History	Grade 8
	Conversational Spanish	Grades 7-8
Jennifer Carriere	Computer Applications	Grade 9-12
Caleb Fleming	Physics, Chemistry	Grades 10-12
Joyce Ksander	Social Studies/History	Grades 7-8
Eloise Lengyel	Computer Applications	Grade 9-12
Jennifer Ovitz	Child Development I	Grades 9-12
Bill Shively	Math	Grade 7
Pam Steward	Social Studies/History	Grade 7
Britnee Van Velden	Computer Literacy	Grade 7-8

Mrs. Knight moved, seconded by Mr. Geiger to approve the assignments of the following teachers per designated Education Code §44258.3/§44258.7.

AYES: Ward, Knight Taylor, Geiger
NOES: None
ABSENT: Parisio
MOTION PASSED: 4-0-1

3. **(Action)** Approve Resolution #2017-18-02, Week of the School Administrator.
 Mr. Geiger moved, seconded by Mrs. Knight to approve Resolution #2017-18-02, Week of the School Administrator. Roll call vote was taken.
AYES: Ward, Knight Taylor, Geiger
NOES: None
ABSENT: Parisio
MOTION PASSED: 4-0-1

D. BUSINESS SERVICES

1. **(Action)** Approve 2016/17 ASB 4th Quarter Reports (MES/WIS/WHS). Mrs. Taylor asked about \$30,000 that is in a time deposit with US Bank. Mr. Johnstone said it's been in this time deposit for at least 16 years. In the Spring of 2018, the funds can be withdrawn. Mr. Johnstone is going to work with the ASB Advisor, Danielle Andrade, to formulate a plan on the best way to spend this money.
 Mrs. Taylor moved, seconded by Mrs. Knight to approve the 2016/17 ASB 4th Quarter Reports (MES/WIS/WHS).
AYES: Ward, Knight Taylor, Geiger
NOES: None

ABSENT: Parisio

MOTION PASSED: 4-0-1

2. **(Discussion/ Possible Action)** Replace 1990 Food Services Van.
Mr. Geiger moved, seconded by Mrs. Knight to approve the purchase of a Ford Transit 150 MR Van, to include the installation of a lift, in the amount of \$37,915.00 (including tax and license) for the Food Services Department.

AYES: Ward, Knight Taylor, Geiger

NOES: None

ABSENT: Parisio

MOTION PASSED: 4-0-1

3. **(Information/Discussion)** Sycamore Street Rental Property – Attorney Mark Atlas will be assigning his lease to Colusa-Glenn Farm Credit effective October 1, 2017.
4. **(Information/Discussion)** Local Control Accountability Plan (LCAP) Actions and Services 2014/15 through 2016/17. Dr. Geivett reviewed the plan with the Board.

7. **ANNOUNCEMENTS**

- 7.1 Labor Day was Monday, September 4, 2017.
- 7.2 A non-instructional student day and professional development day will be held on Monday, September 18, 2017.
- 7.3 There will be a district-wide break October 2-6, 2017.
- 7.4 The next Regular Board Meeting will be held on October 12, 2017.

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

At 8:32 p.m., the Board took a short recess after the Regular Meeting before going into Closed Session. Vice President Taylor will report out in Open Session upon the conclusion of Closed Session.

9. **CLOSED SESSION**

Closed Session began at 8:38 p.m.

- 9.1 Pursuant to Government Code §54957.6: Conference with Labor Negotiator – Agency Negotiator: Mort Geivett. Employee Organizations: WUTA, CSEA, Management, Confidential, and Non-Represented.
- 9.2 Pursuant to Government Code §54956.9(a): Conference with Legal Counsel: Existing Litigation (one case) Paul Bailey v. Willows USD et. al., Case No. 16CV01592.

10. **RECONVENE TO OPEN SESSION**

10.1 Announcement of Action Taken in Closed Session

At 9:45 p.m., the meeting reconvened to Open Session. Vice President Taylor reported out:

Item 9.1: Update given to the Board.

Item 9.2: Update given to the Board. Conference with legal counsel. Direction given to the Superintendent.

11. **ADJOURNMENT**

Meeting was adjourned at 9:46 p.m.