

WILLOWS UNIFIED SCHOOL DISTRICT

Regular Meeting – October 11, 2018
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 Taylor called the meeting to order at 7:00 p.m. Members present were: Jeromy Geiger, Michelle Knight, Alex Parisio, Gina Taylor, and Buck Ward.
- 1.2 Welcome to Visitors
- 1.3 Flag Salute was led by Stacy Lanzi.

2. AGENDA/MINUTES

- 2.1 Approve the Agenda for October 11, 2018.
Mr. Geiger moved, seconded by Mr. Parisio to approve the Agenda for October 11, 2018.
AYES: Geiger, Knight, Parisio, Taylor, and Ward
NOES: None
MOTION CARRIED: 5-0
- 2.2 Approve the Minutes of the Regular Meeting of September 6, 2018.
Mr. Ward moved, seconded by Mr. Geiger to approve the Minutes of the Regular Meeting of September 6, 2018.
AYES: Geiger, Knight, Parisio, Taylor, and Ward
NOES: None
MOTION CARRIED: 5-0

3. PUBLIC COMMENTS – Manuel Rodrigues, Music Boosters President, shared his concern about the problems with the air conditioners and a light in the band room at WHS.

4. REPORTS

4.1 Employee Associations (WUTA & CSEA)

WUTA – Shelley Amaro reported:

- Shared information about the California Superintendent of Public Instruction candidates.
- Thank you to Debby Beymer for her years of service. When bargaining, Debby was always there with information for WUTA, had open communication, and was very helpful. She did a lot behind the scenes with donations for raffles and prizes and items for many functions the district was involved with.
- Ms. Amaro stated that school classroom budgets have been \$100 per teacher for quite a few years. This year it is \$200 per teacher. Other schools in the area have budgets ranging from \$350 to \$600 per teacher. There are many items that last for many years that need replacing. Mrs. Amaro suggests a one-time amount of \$700 this year to replace those types of items. She further makes the recommendation to get a committee of teachers together from each site to determine the need for each grade level from now on.

CSEA – No report

4.2 Principals

WCHS – No report

MES – Stephen Montana reported:

- Attended an ELPAC training to prepare for testing of English learners in the spring.
- 3rd grade has been relocated to the new classrooms. Staff room is operating, but are still waiting for the computer lab and library to be finished.
- Local assessments will begin next week. They are given by retired WUSD teachers. These assessments help to see where students are.
- Red Ribbon week is October 22-26, 2018.
- ELAC/DELAC meeting will be held on Tuesday, October 16, 2018. Part of the meeting will be celebrating the reclassification of 24 students. There appears that so many students reclassified may be

- due to the test results inflating some students' proficiency. Next year's test will most likely be more rigorous.
- There were many newcomers to the school, with very limited English speaking skills. An after school English class for newcomers will be starting next week and go through Thanksgiving. There will be about 6 students attending and will be taught by Terri Graham.
- Harvest Festival has been changed to October 25, 2018 from 4:00 p.m. to 6:30 p.m.
- Test scores have been released. There is still work to do and will continue to work on getting better.
- Working on getting signs posted and the curbs painted for the new drop off on the East side of Murdock.

WIS – Steve Sailsbery reported:

- Introduced Jessa McCarty who teaches 7/8 English and Computer Literacy.
- WIS PTO held a "Girls Night Out" for the 6th grade on September 28, 2018. It was very successful. There were 26 girls who attended.
- A Watermelon Feed was held on September 21, 2018. Velazquez Apiaries provided 75-80 watermelons and A+ Towing donated 300 lbs. of ice.
- Cardinal Bands will be marching with other junior high schools in the Chico Light Parade in Chico on October 13, 2018 at 7:00 p.m.
- WIS PTO is holding a Harvest Dance on October 12, 2018.
- Friends of the Library donated over 100 dictionaries to our 6th grade students to include some Spanish editions.
- End of the quarter is October 12, 2018.
- Sixteen English Language Learner students will be receiving a certificate for being redesignated.
- District will be bringing a Technology Plan to the Board for adoption next month. Each site has been working on a scope and sequence for its technology benchmarks for grades K-12.

WHS – David Johnstone reported:

- Congratulations to the Honker Band who won the Battle of the Mace again this year.
- ASB voting will be online through Google. Jessie Proctor has been helping Jennifer Ovitz with the Leadership class and ASB. Also, Kerri Warren has been helping with Roberts Rules of Order and elections.
- Homecoming week was great to include dress down days, floats, and the parade. Thania Farias and Danny Valdez won homecoming queen and king.
- The robot parts have been ordered and purchased for the upcoming competition. In addition to what has already been donated, GCOE has donated \$500 to the club. The club has been meeting regularly on Tuesdays and Thursdays. A teacher from Las Plumas high school, with 11 years' experience with robotics, has been a great resource.
- Has been doing teacher observations. WHS has a great team with a lot of energy.
- CAASPP scores have been released. Math and English teachers are diving into the data and dissecting the results. Teachers are taking it seriously and looking at the curriculum and teaching practices.
- Twenty-five students took the PSAT on October 10, 2018.
- School Site Council met and began working on the new format for the Single Plan. They also discussed the testing calendar, LCAP calendar, and the CAASPP results.
- Sadie Hawkins dance will be held on March 9, 2019.
- Prom will be held on April 13, 2019, and the juniors are working hard in the concession stand at the home football games.
- WHS is hosting a Paint Along fundraiser to raise money for art supplies for WHS and Murdock.
- Link Crew student leaders will be going to Paradise High School on October 16, 2018 for a student leadership conference.
- Cash for College workshop will be held on October 18, 2018 from 3:00 p.m. to 5:00 p.m. Tom Bryant, Amy Steele, and representatives from Chico State will be working with students to complete their FAFSA and the California Dream Act application for college funding.
- FFA students will be leaving for the National Convention on October 20, 2018. They will be gone for a week. Thank you to Gina Taylor for chaperoning.
- North Valley Band Review will be held on October 27, 2018 starting at 9:30 a.m. here in Willows, with many bands from the North state attending.
- Annual blood drive will be held on October 30, 2018 in the WHS Gym starting at 8:00 a.m.
- Thank you to maintenance and Dr. Geivett for getting the new stage floor done. It's beautiful.
- Tim Drury has been working on the technology scope and sequence plan.

- A graduation committee has been established and is looking at the current 270 credit requirement for graduation. Will also be talking about early college programs, early graduation, and looking at other schools' block schedules.

4.3 Associated Student Body – President Bucky Squier reported:

- Homecoming dance was not held as the Freshmen were not sure if they wanted to put a dance on so soon after the start of school. With the elections being held at the beginning of the year, they didn't feel prepared. Also, they would have to work with the Sheriff's Office to extend curfew. They are considering holding a dance after the last home football game.
- Danny Valdez and Thania Farias were crowned Homecoming King and Queen. Juniors came in first; sophomores were second; seniors came in third; and freshmen were fourth. All float building was held off campus.
- ASB sold Battle of the Axe t-shirts. Design will stay the same for a few years, so they don't have a bunch of extra t-shirts they can't do anything with.
- Classes:
 - Seniors – nothing new to report
 - Juniors – Prom will be April 13, 2019
 - Sophomores – Sadie's dance will be held on March 9, 2019.
 - Frosh – nothing new to report
- Looking at fundraising ideas between now and Winter Homecoming.
- ASB is working on updating and revising their bylaws.
- With the election at the start of school, the activity night that is usually held the first week or so of school, did not occur. They didn't have officers to plan it, and the gym was not available due to construction.

4.4 Director of Business Services – Debby Beymer reported:

- Later in the agenda, the Board will be asked to take action to approve a grant in the amount of \$165,000 for a new bus. The grant paperwork is due by October 22, 2018, so the Board will also be asked to approve the purchase of the new school bus. There is a bid for around \$164,000, and after adding air conditioning, it is estimated that it will cost approximately \$180,000. There is currently \$100,000 in the school bus replacement reserve to cover the out-of-pocket share.
- New child safety systems are required to be installed in every school bus in California by January 1, 2019. All of our buses have had those student alert systems installed utilizing Golden State Risk Management loss subsidy money. Jaime Thorpe is doing a great job of keeping us compliant.
- MAA funding has started to flow into the district again. The district should be receiving just under \$33,000 in the next couple of weeks. This money is being used to replace staff computers without impacting the site budgets or technology reserve. Goal is to replace 20% of staff members' computers every year. Intent is to insure that no staff member has a computer operating system older than five years.
- Focusing on mentoring versus micro-managing. Each site has its own set of priorities and needs. Pushing out more money to sites, as they know better what their needs are, instead of the district telling sites how to spend it. This year, each site received \$70 per student for technology. The 2017-18 budget increased the per student allocation to each site by \$10 plus another \$10 per student was allocated this year. A new contract for copiers was negotiated for this year, and the district saved about half of what it used to pay. The district is no longer charging sites for the copier or copies for this year, so MES alone saved \$6,000. Trying to get as much money to sites on day one, then they can set their own priorities on how to use the money.
- Auditors are finalizing the 2017-18 Independent Auditor's Report. They have indicated there will be one audit finding related to our P2 attendance report. This was caused by a formatting issue on our spreadsheet. The P2 report was corrected and filed with GCOE and the state of California prior to the end of the year.
- The district has fully expended Measure B funds and will be utilizing an estimated \$650,000 district funds to complete all of the current projects. With that said, taking into consideration the increase of student enrollment, Debbie Costello (new CBO) will be looking into the possibility of using a portion of Developer Fees revenue to offset the excess costs of the facility improvements. There is about \$500,000 in that account, and can only be used if there is growth.
- We will be losing one of our substitute bus drivers as Georgia Criner has accepted a position in food services. She will assist us through the end of November, so there is a definite priority to encourage other staff members to become licensed to drive a bus. We are extremely grateful that retiree Karen Hanson has agreed to renew her bus driving license in order to sub for us in the near future.

- An item to note in the Year End Review is that there was more than \$56,000 donated to this school district last year. It is truly overwhelming how many people give of their time and money to our schools.
- After working with Debbie Costello for the past few days, Debby Beymer is confident that she is going to do a great job for WUSD.

4.5 Director of State and Federal Programs – Ellen Hamilton reported:

- The California School Dashboard should be released sometime in November. It will include for the first time the participation rate. Lowest performing 5% of Title I schools will be identified for technical assistance.
- CAASPP results were distributed and reviewed.

4.6 Superintendent – Dr. Geivett reported:

- Introduced Debbie Costello, the new Director of Business Services.
- There are a lot of things going on inside and outside the classroom. Thank you to teachers, other staff members, administrators, and the community.
- Thank you to Shirley Diaz from GCOE, and the staff and administration at WHS for the Common to the Core day in September. Had over 50 sessions, and it was very successful.
- Project Update:
 - Murdock Elementary School:
 - Buildings are completed.
 - Bell/intercom system has been installed. Still needs to be worked on.
 - Drop off zone needs to be painted and signs posted.
 - Data wiring/cabling has been installed.
 - Projectors/TVs are being installed.
 - Computer lab has been set up.
 - Fencing will be installed.
 - Willows Intermediate School:
 - Restrooms are completed.
 - Issue with the door/lock will be fixed.
 - Willows High School:
 - Gym/locker rooms have been completed.
 - Door hardware needs to be installed in the gym for ADA compliance.
 - Design issues within the showers needs to be addressed.
 - Storage cages still need to be installed.
 - Cafeteria restrooms/flooring has been completed.
 - Issues with the air conditioning system in the band room needs to be resolved. Cost will be approximately \$14,000-\$16,000.
- Bond funds have been expended. District is picking up the balance of projects that still need to be completed. Surprised at what construction projects cost. Will be working with Debbie Costello to find funding for smaller Phase II projects that need to be done.
- Hoping to receive matching funds from the State bond sales sometime next school year. Approximately \$640,000,000 in bond sales has been freed up from the State thus far, but \$3.5 billion worth of projects throughout the state are in line for funding. Have to see what the next Governor does and how quickly funds will be released.
- Working on a District-wide Technology Plan to address computer science standards for K-12.
- Applying for a Student Support and Academic Enrichment Grant with Butte County Office of Education. Grant centers around student success with an emphasis on math/science and the arts. Grant amount will be \$14,000-\$60,000 depending upon enrollment.
- Working with Glenn County Health and Human Services, Sheriff's Office, and Office of Emergency Services to agree on a plan to help community members within and outside Glenn County in case of an emergency. We would provide shelter and resources for victims of catastrophic events.

4.7 Board of Education Members

Mr. Ward – No report

Mrs. Knight:

- Thank you to all the staff members for handling all the construction going on.
- Thank you to Debby Beymer.

Mr. Parisio:

- Good luck to Debby Beymer with her retirement.

- Glad to see the construction winding down. Thank you to everyone for working through the construction.
- Girls' volleyball will be playing for the league title on Tuesday, October 16, 2018.

Mr. Geiger: No report

Mrs. Taylor:

- Will be chaperoning the National FFA Convention trip October 20-28, 2018. Seventeen students and 4 chaperones will be attending. Will be judging a national proficiency contest.

5. **CONSENT CALENDAR**

A. GENERAL

1. Accept donation from the Southam Family in the amount of \$226.90 for the purchase of a new mace for the WHS Band.
2. Accept donation of \$10,129.22 from the Music Boosters to the WUSD music programs for band camp, instruments, sheet music, apparel, and Cal Band day attendance.
3. Approve Change Orders from R&R Horn and McCuen Construction.

B. EDUCATIONAL SERVICES

1. Approve Interdistrict Requests of Students #18-19-42 through #18-19-43 to attend school in Willows Unified School District for the 2018/19 school year.

C. HUMAN RESOURCES

1. Approve employment of Deborah Costello, Director of Business Services, effective 10/8/18.
2. Approve employment of Katherine Robins, MES Opportunity Teacher, effective 10/15/18.
3. Approve the extra duty assignment at WHS of Eloise Lengyel for After School Tutorial.
4. Approve Joe Schantz as a Volunteer Assistant Boys Soccer Coach.
5. Approve Classified Sub List.

D. BUSINESS SERVICES

1. Approve budget revision summary.
2. Approve warrants from 9/5/18 through 10/3/18.

Mr. Parisio requested Item #5A-3 be pulled for discussion.

Mr. Geiger moved, seconded by Mrs. Knight to approve the Consent Calendar, with the exception of Item #5A-3.

AYES: Geiger, Knight, Parisio, Taylor, and Ward

NOES: None

MOTION CARRIED: 5-0

Item #5A-3 – Mr. Parisio questioned why the change orders were necessary and were not part of the original bid.

AYES: Geiger, Knight, Taylor, and Ward

NOES: Parisio

MOTION CARRIED: 4-1

6. **DISCUSSION/ACTION CALENDAR**

A. GENERAL

1. **(Action)** Approve Resolution #2018-19-04 Appreciation for Debby Beymer Director of Business Services. Mr. Geiger moved, seconded by Mrs. Knight to approve Resolution #2018-19-04 Appreciation for Debby Beymer Director of Business Services. Roll call vote was taken.

AYES: Geiger, Knight, Parisio, Taylor, and Ward

NOES: None

MOTION CARRIED: 5-0

PRESIDENT TAYLOR CALLED A SHORT RECESS AT 8:55 P.M.

PRESIDENT TAYLOR RECONVENED THE MEETING AT 8:57 P.M.

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

B. EDUCATIONAL SERVICES

1. **(Action)** Approve the CTE Plan.
Mr. Geiger moved, seconded by Mr. Parisio to approve the CTE Plan.
AYES: Geiger, Knight, Parisio, Taylor, and Ward
NOES: None
MOTION CARRIED: 5-0
2. **(Action)** Approve the Adoption of “Guide to Good Food” ISBN 9781631262296 published by Goodheart-Wilcox as the Life Skills/Food Technology curriculum for Willows High School.
Mr. Geiger moved, seconded by Mr. Parisio to Approve the Adoption of “Guide to Good Food” ISBN 9781631262296 published by Goodheart-Wilcox as the Life Skills/Food Technology curriculum for Willows High School.
AYES: Geiger, Knight, Parisio, Taylor, and Ward
NOES: None
MOTION CARRIED: 5-0
3. **(Action)** Approve the 2018/19 WUSD Mission, Vision, and Goals.
Mrs. Taylor moved, seconded by Mr. Geiger to approve the 2018/19 WUSD Mission, Vision, and Goals.
AYES: Geiger, Knight, Parisio, Taylor, and Ward
NOES: None
MOTION CARRIED: 5-0

C. HUMAN RESOURCES

D. BUSINESS SERVICES

1. **(Action)** Approve Resolution #2018-19-03, Adoption of the “Gann Limit”. (Annual Requirement)
Mr. Geiger moved, seconded by Mrs. Taylor to approve Resolution #2018-19-03, Adoption of the “Gann Limit”.
AYES: Geiger, Knight, Parisio, Taylor, and Ward
NOES: None
MOTION CARRIED: 5-0
2. **(Action)** Approve the Unaudited Actuals Financial Report for the Fiscal Year 2017-18.
Mr. Geiger moved, seconded by Mr. Parisio to approve the Unaudited Actuals Financial Report the Fiscal Year 2017-18.
AYES: Geiger, Knight, Parisio, Taylor, and Ward
NOES: None
MOTION CARRIED: 5-0
3. **(Action)** Approval Rural School Bus Pilot Project Grant.
Mr. Geiger moved, seconded by Mr. Ward to approve the Rural School Bus Pilot Project Grant.
AYES: Geiger, Knight, Parisio, Taylor, and Ward
NOES: None
MOTION CARRIED: 5-0
4. **(Action)** Approve the Purchase of a New School Bus.
Mrs. Knight moved, seconded by Mrs. Taylor to approve the purchase of a new school bus.
AYES: Geiger, Knight, Parisio, Taylor, and Ward
NOES: None
MOTION CARRIED: 5-0
5. **(Action)** Approve the contract with Enviroplex for the toilet facility at WIS.
Mrs. Knight moved, seconded by Mr. Parisio to approve the contract with Enviroplex for the toilet facility at WIS.
AYES: Geiger, Knight, Parisio, Taylor, and Ward
NOES: None
MOTION CARRIED: 5-0
6. **(Discussion/Possible Action)** ASB Indirect Fees. Corey Richards, WIS PTO President and parent, requested that the Board consider eliminating the 3% Indirect Fee the District charges ASB when they do fundraisers. Discussion ensued, and District staff and the Board indicated that if the 3% Indirect Fee was eliminated, it would be with the understanding that it could be re-instituted if financial hardships arose.

Mrs. Taylor moved, seconded by Mrs. Knight to eliminate the 3% Indirect Fee on ASB fundraising.

AYES: Geiger, Knight, Parisio, Taylor, and Ward

NOES: None

MOTION CARRIED: 5-0

7. **ANNOUNCEMENTS**

7.1 Glenn County Spelling Bee will be held on Tuesday, October 16, 2018 at Willows Memorial Hall.

7.2 The MES Fall Festival will be held on Thursday, October ~~18~~ 25, 2018 from 4:00 p.m. – 6:30 p.m.

7.3 The next Regular Board Meeting will be held on November 1, 2018, at 7:00 p.m. at the Willows Civic Center.

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

At 10:03 p.m., the Board took a short recess after the Regular Meeting before going into Closed Session.

President Taylor will report out in Open Session upon the conclusion of Closed Session.

9. **CLOSED SESSION**

Closed Session began at 10:13 p.m.

9.1 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 10:35 p.m., the meeting reconvened to Open Session. President Taylor reported out:

Item 10.1: Conference with Legal Counsel, Direction given to Legal Counsel.

11. **ADJOURNMENT**

Meeting was adjourned at 10:36 p.m.