

WILLOWS UNIFIED SCHOOL DISTRICT BOARD OF EDUCATION

Regular Meeting – December 5, 2013

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 7:03 p.m. Board members present were:
Mr. Munguia, Mr. Ward, Mrs. Knight, Mr. Parisio, and Mr. Geiger.
- 1.2 Welcome to Visitors
- 1.3 Flag Salute was led by Ron Bazan.

2. AGENDA/MINUTES

- 2.1 Approve the Minutes for the Regular Meeting of November 7, 2013. Mrs. Knight moved, seconded by Mr. Munguia, to approve the above referenced minutes. The motion passed unanimously with five yes votes.
- 2.2 Approve the Agenda for December 5, 2013. Mrs. Knight moved, seconded by Mr. Geiger, to approve the Agenda for December 5, 2013. The motion passed unanimously with five yes votes.

3. ORGANIZATIONAL MEETING

- 3.1 **(Action)** Election of Officers – President, Vice-President & Clerk. Mr. Parisio nominated Mr. Ward for the office of President. Nominations were closed. Mr. Ward was elected with four yes votes and one abstention (Mr. Ward). Mr. Ward nominated Mrs. Knight for the office of Vice-President. Nominations were closed. Mrs. Knight was elected with four yes votes and one abstention (Mrs. Knight). Mrs. Knight nominated Mr. Munguia for the office of Clerk. Nominations were closed. Mr. Munguia was elected with four yes votes and one abstention (Mr. Munguia). Mr. Ward assumed his new position as WUSD President and thanked Mr. Parisio for a job well done this past year.
- 3.2 **(Action)** Appoint Secretary to the Board. Mr. Parisio moved, seconded by Mr. Geiger, to appoint Dr. Geivett as Secretary to the Board as stated in the Superintendent's contract. The motion passed unanimously with five yes votes.
- 3.3 **(Action)** Authorization of Signatures. Mrs. Knight moved, seconded by Mr. Geiger, to authorize the newly elected officers to sign documents on behalf of the Board. The motion passed unanimously with five yes votes.
- 3.4 **(Action)** Approve Resolution # 2013-14-10, Board Member Compensation. Mrs. Knight moved, seconded by Mr. Munguia, to approve Resolution #2013-14-10. Roll call vote was taken. The motion passed unanimously with five yes votes.
- 3.5 **(Action)** Develop Schedule of Regular Meetings for the Year. Dr. Geivett suggested changing the January 2014, meeting from January 9th to January 16th. The reason for this change is not only due to the winter break, but also because he hopes to interview for the MES principal position the week we return from break and then he would be able to recommend a candidate for the position at the January 16, 2014, meeting. Mr. Munguia moved, seconded by Mrs. Knight, to approve the Schedule of Regular Meetings for the 2013/14 school year with the January meeting moved from January 9th to January 16th. The motion passed unanimously with five yes votes.
- 3.6 **(Action)** Develop Board Calendar. Mr. Geiger moved, seconded by Mrs. Knight, to approve the Board Calendar for the 2013/14 school year noting the change to the January 2014, meeting. The motion passed unanimously with five yes votes.
- 3.7 **(Action)** Designate Board Representatives as needed
 - a. Educators' Hall of Fame Committee (2 members)
 - b. District-School Leadership Team (1 member)
 - c. Budget Committee (1 member)This item is going to be voted on as one motion. Educators' Hall of Fame – Mr. Geiger and Mr. Parisio; District-School Leadership Team – Mr. Ward; Budget Committee – Mrs. Knight. Mr. Parisio moved, seconded by Mr. Geiger, to approve the designation of board representatives as listed for the above committees. The motion passed unanimously with five yes votes.

4. **PUBLIC COMMENTS** - None

5. **REPORTS**

5.1 **Employee Associations (WUTA & CSEA)** – No reports

5.2 **Principals**

(MES) Ms. McLaughlin reported:

- She stated that they lost a member of the MES Team very suddenly – Margaret Ryon. It has been a shock for the site and they are grieving the loss. The counselor is working with the students and staff. Services are being held on December 14th.
- She has been heavily invested in her heart in Murdock and said she has been thinking a lot over the last few weeks about her fantastic journey at MES. She spoke about two of Murdock’s strengths. The collaboration teams the teachers have formed meet every other week as well as on some weekends and vacation days as teams. They all learn from each other and are forming a strong foundation for the students. The other strength she wanted to comment on was their incredible volunteer network. The PTO group has done so much for MES which takes a lot of energy and time. Monica Throm, Corey Richards and Monica Harrigan are the current officers and with the help of many other fantastic volunteers they have raised quite a lot of money for the school. She also recognized Babs Berens who is Murdock’s Grandparent Angel coordinator. She does a wonderful job and makes sure every classroom has a grandparent angel who checks in with the teacher to help with their classroom needs.

(WIS) Mr. Sailsbery reported:

- Prior to the meeting this evening he attended an “At Risk” parent meeting for eighth grade students in danger of not fulfilling graduation requirements. He will have another meeting after the first of the year and hopes more parents attend.
- Adolfo Melara, our district-wide consultant for Direct Instruction, was at WIS yesterday and conducted a workshop on important instructional strategies to effectively teach Common Core. Teachers dug in and worked hard.
- At their November 20th Collaboration Day, Nancy Veatch, ELA Common Core Implementation Specialist from Tehama COE, conducted a workshop for the language arts teachers in the morning and for all teachers in the afternoon during collaboration. She gave them suggestions related to how to implement Common Core in their classrooms.
- The Lions Club conducted a Peace Poster Contest recently and is proud to say that Katie Kessler was the first place winner and Mark Belser took third place. They are at a Lions Club meeting this evening being recognized. Katie’s poster will move on to the district level competition later in the month.
- He invited the Board and audience to attend the WIS Holiday Band Concert next Wednesday at 6:00 p.m. in the cafeteria.
- WIS is currently involved in a canned food drive in which they participate every year. The donated goods go to the HRA Food Bank.
- The eighth grade class is continuing to have fundraisers for their year-end trip and graduation activities. Their recent fundraiser at Round Table Pizza was very successful and he thanked Chuck Colombo once again for helping our schools district-wide. They are also currently involved in a Krispy Kreme donut fundraiser - \$10 per box.
- CJSF has adopted a family for the holiday season.
- WIS athletics continues to do well.
- He wanted to thank Nekki Bateman for sewing and putting up the new curtains in the office and said they look very sharp.

(WHS) Mr. Bazan reported:

- On behalf of the staff and students at WHS he welcomed Mrs. McLaughlin as the new principal. He said the swift appointment of Mrs. McLaughlin is a benefit for the school during this transitional time.
- He gave the handout to the Board of upcoming activities. He said they finished the fall athletic season with many championships and are looking forward to the winter season. There are 118 students participating in winter athletics. He commended all of the WHS athletic coaches for the time they put into coaching and all that goes into that position beyond that of the game.
- The Winter Concert will be held on Saturday, December 14th at the Memorial Hall.
- Their most important challenge and mission is to address the academic needs of their students. They will continue to put their efforts into increasing the academic achievement of their students. Their consultant, Adolfo Melara, has been working with the site coaches to improve instructional strategies.

- Collaboration is next week and they will continue to address the Common Core State Standards. There will also be a presentation on *Google Apps for Education* to try and increase the technology skills of our staff members.
- The CAHSEE English test will be this Saturday and the following Saturday will be the CAHSEE math test.
- At the beginning of the school year WHS made a concerted effort on improving the “culture” of the school. These efforts are continuing and he commended the staff in making the WHS campus a safe, secure, and productive atmosphere for all students and staff.
- He is looking forward to the rest of the year with their new leader and anticipates great things to continue at WHS.

(WCHS) Dr. Geivett reported:

- WCHS had one student, Jesse Thompson, who graduated prior to the Thanksgiving break. He will come back and walk the stage in June. He is the first graduate of this school year.
 - Enrollment is up to 24 students.
 - He invited the Board to attend the pancake breakfast on December 20th at 9:00 a.m.
 - He thanked Mrs. Knight for attending the Thanksgiving Feast.
 - Not being able to take the Willows Care Center patients for walks in the park due to the cold weather, the students are continuing to reach out to the patients. They are making Christmas cards for the patients and would like to watch a movie at the center, have popcorn, and eat lunch with them. They are also going to build bird houses for the patients. He is proud of the kids for wanting to maintain their relationship with the patients of the Willows Care Center.
- 5.3 Director of Business Services – Mrs. Beymer reported:**
- Dr. Geivett and she watched a webinar from the Small School Districts Assn. yesterday related to the LCFF. Glenn County has decided to use the FCMAT document. WUSD should receive some additional funding, somewhere around \$100,000, although, the District is still in a deficit spending mode. Because of declining enrollment coupled with employee step and column salary increases, it will eat up the LCFF increase for next year. A glitch that has been recently discovered with the LCFF is that with the State’s new attendance accounting software program there is no way for county offices and districts to claim the severely disabled students in the Special Education Program. Mrs. Beymer is still recommending not making any long term commitments, to continue to be cautious, and if at possible, to increase reserves.
 - The District should start receiving some funding from MAA in the third quarter of this fiscal year.
 - One positive note just reported is that the State is operating on a surplus for the first time in many years.
 - Mrs. Beymer and Mrs. Perez provided a Power Point presentation on the Local Control Funding Formula (LCFF) and the Local Control Accountability Plan (LCAP) which go hand in hand. Mrs. Beymer began the presentation on the LCFF. Mrs. Perez went over the LCAP portion of the presentation. She stated that the LCAP is to include all the LCFF information Mrs. Beymer presented and put it into a plan. It is very similar to our current LEA Plan. Mrs. Perez went over the key components of the LCAP which include the following: the Student Subgroups to be included in the LCAP (both Mrs. Perez & Mrs. Beymer stated that it is very critical identifying our students and entering them into the system correctly so they get the proper services and the District can receive the proper funding); the Eight Areas of State Priority that must be addressed in LCAPs; the Required Data for Each of the Eight Areas; and the Timeline for putting together the LCAP. Dr. Geivett thanked Mrs. Perez and Mrs. Beymer for their presentation.
- 5.4 Director of Categorical Programs – CALPADS Certification Report – Mrs. Perez reported:**
- She gave handouts to the Board on CALPADS and let them know that she has certified the data for the Fall I Report. She shared information about WUSD’s Primary Enrollment over Time. She is concerned about this information because we still have declining enrollment. On the first page of the handout it shows a dip in 2012/13 for WIS; but she explained that the fifth grade moved over to Murdock from WIS that year. Our numbers are down at the high school. Mrs. Perez thinks what contributes partly to this is that the sophomore class has fewer students this year and the economy probably enters into the picture as well.
 - She also gave the Board a handout of the “How” of Common Core. She read over what each of the principals are doing at their sites to implement the Common Core State Standards. She also said that Adolfo Melara is a great consultant and that we are lucky to have him helping our district. Mrs. Tafuro said the math department at the high school has been working with GCOE and are trying to get everyone on the same page with a PLC. She has been attending conferences and she is appreciative of the support to get as much information as possible on Common Core. Mrs. Perez stated that now we

have to “dig in” with all of the information teachers have been getting from trainings and workshops and put it into practice. Adolfo’s message was that the teaching/learning piece is the most important.

5.5 Superintendent – Dr. Geivett reported:

- He congratulated Mr. Ward, Mrs. Knight, and Mr. Munguia on being elected as 2014 officers.
- Beginning in January per Senate Bill 751, every action item on the agenda will require a roll call vote.
- The solar project is progressing very quickly. The contractor anticipates finishing the project by the end of February or early March. The ground mounts at both Murdock and WIS will probably finish up sooner since their sites are not DSA authorized projects. The high school is an authorized DSA project because of the parking structures involved. The lighting portion of the project has increased lighting at all sites. He said that all the contractors and inspectors have been very good to work with.
- He thanked everyone from the community and staff who donated their time, materials, or money that went towards the varsity baseball field project.
- Uncapping the well at the high school will save the District money by using our own water. It will irrigate the football field, practice fields, and varsity baseball field.
- He spoke of the possibility of putting the bond on the ballot next year and said our kids deserve the best possible facilities.
- He said the District is grieving over the death of Margaret Ryon. Her services will be held on December 14th in Richvale at 2:00 p.m. She provided the District with 22 years of service and her passing is a loss for the District.
- He commended the administrative team and staff members for stepping up to the plate in light of Mr. Smith’s recent resignation. He appreciates everyone’s professionalism in keeping our schools moving along until appointments are made.

5.6 Governing Board Members

Mr. Munguia – No report

Mr. Geiger:

- He said it is nice to see the solar project coming to fruition.
- He congratulated the WHS fall athletic teams for good seasons
- We are starting a new era with the LCFF – it’s going to be very difficult to operate when the State is not going to let the districts know how much funding they will be receiving until three-quarters of the school year has passed. What this is saying to him is that districts have to be very cautious and conservative. It will be a learning curve for everyone and we all need to be patient.
- He wishes Mr. Smith well in his new position.
- The WHS Boosters will be hosting a dinner fundraiser on January 11, 2014, at St. Monica’s Parish Hall beginning at 6:00 p.m.
- He congratulated Mr. Ward on being the newly elected president of the board.

Mr. Parisio:

- The Boosters are selling Christmas trees on the football field from 5:00-8:00 p.m. weekdays and from 10:00 a.m.–5:00 p.m. on weekends.
- Sports are always exciting to watch, so try to get out and watch and support the kids.
- He congratulated Mrs. McLaughlin on her appointment as the new WHS principal.

Mrs. Knight:

- She thanked Mrs. McLaughlin for taking her new position. She also thanked the administrative team and staff for making this a smooth transition.
- She attended the WCHS Thanksgiving Feast and said it was delicious. She said it was a privilege to be there and thanked everyone for working hard to put it on.
- She is very proud of the first graduate of the school year from WCHS. She said there is a lot of positive work going on at WCHS.

Mr. Ward:

- He thanked Mrs. McLaughlin for stepping up to the plate and accepting her new post.
- He attended the volleyball playoff game and was surprised and pleased to see the enthusiasm from the boys’ rooting section. He thought it was great to see the boys cheering on the girls.
- He is pleased to see how the solar project is progressing.
- He thanked his fellow board members for entrusting him as their new president.

6. CONSENT CALENDAR

A. GENERAL

1. Accept donation from Cindy & Curtis Parks, in memory of Wayne Michael, in the amount of \$50.00 for the WHS Band Boosters.
2. Accept donation from Michelle Knight in the amount of \$128.00 for the 8th Grade Class of 2015.
3. Accept donation from Round Table Pizza-Chuck Colombo in the amount of \$424.61 for the 8th Grade Class of 2014.
4. Accept donation of school supplies from Walmart for school sites.
5. Accept donation from Susan Boyd in the amount of \$100.00 for the Murdock Mallard Garden.
6. Accept donation from Carol Burrows in the amount of \$500.00 for the Class of 2015 and for the Class of 2015 to go towards their Prom DJ in the amount of \$275.00.
7. Accept donation from Lance Boyd in the amount of \$300.00 for the Class of 2015 to go towards their Prom DJ.
8. Accept donation from Andy and Irma Weinrich in the amount of \$122.00 for the Class of 2015.
9. Accept donation from A+ Towing of 1992 Toyota Camry – VIN JT2SK12E3N0070819, for the auto shop program - inoperable vehicle to be used for student educational services only.

B. EDUCATIONAL SERVICES

1. Approve Interdistrict requests for Students #13-14-24 through #13-14-27 to attend school in the WUSD district for the 2013/14 school year.
2. Approve Interdistrict requests for Students #13-14-53 through #13-14-54 to attend school in another district for the 2013/14 school year.

C. HUMAN RESOURCES

1. Accept resignation from Jerry Smith, WHS Principal, effective November 27, 2013.
2. Approve appointment of Holly McLaughlin, WHS Principal, effective December 6, 2013.
3. Ratify employment of the following WHS Winter Sports Coach for the 2013/14 school year:
Varsity Boys Basketball – Volunteer Coach Carol Martin

D. BUSINESS SERVICES

1. Approve budget revisions.
2. Approve warrants from 11/6/13 through 11/20/13.

Mr. Munguia moved, seconded by Mr. Geiger, to approve the Consent Calendar. Discussion followed – Mrs. McLaughlin said that she is humbled by the support of the board to appoint her as the new principal of Willows High School. The motion passed unanimously with five yes votes.

7. DISCUSSION/ACTION CALENDAR

A. GENERAL

1. **(Action)** Approve Williams Settlement – Willows Unified School District 2012-13 Glenn County Schools Deciles 1-3 Report. Mr. Munguia moved, seconded by Mrs. Knight, to approve the Williams Settlement – WUSD 2012-13 Glenn County Schools Deciles 1-3 Report. The motion passed unanimously with five yes votes.
2. **(Action)** Approve the disposal of the following district obsolete equipment:
Xerox 6010 Memorywriter S/N O1C-183639
1998 Mercury Mystique VIN 1MEFM6530WK664881
1984 Ford Pickup VIN 1FTBR10A7EUC79573

Mr. Parisio moved, seconded by Mr. Geiger, to approve the disposal of the aforementioned obsolete equipment. The motion passed unanimously with five yes votes.

3. **(Information)** Bond Measure Campaign Presentation by Isom Advisors – Greg Isom. Dr. Geivett explained that Mr. Isom could not make it this evening for his presentation but will attend our January meeting. He explained that he received four quotes and clearly Mr. Isom's firm is the least expensive. He said he would reserve his comments until after the presentation in January. This item was tabled until the January meeting.

B. EDUCATIONAL SERVICES

C. HUMAN RESOURCES

1. Approve extended child-rearing unpaid leave for Amy Street from November 12, 2013 through January 31, 2014. (returns February 3, 2014) Mr. Geiger moved, seconded by Mr. Munguia, to approve Mrs. Street's request for child-rearing unpaid leave from November 12, 2013 through January 31, 2014. The motion passed unanimously with 5 yes votes.

D. BUSINESS SERVICES

1. **(Discussion/Possible Action)** Fiscal and Program Sustainability Plan. Dr. Geivett stated that this is an item that has been on agenda for the last few months and will continue so the Board has the opportunity to hear about where we are, what cuts we have made in the past, to discuss the possibility of cuts in the future, if any, and for the Board to comment on any of the items listed or to make any additions, deletions, or changes. Mrs. Beymer addressed the Board and stated that the only changes this month are on page one – more comments than recommendations. Per the webinar she listened to the concentration is to increase reserves.
 - The ROP and Opportunity programs were discussed. Funding them in the future is a valid concern and losing them would be a travesty for our kids. Mr. Parisio stated that the District has to look at what is best for our students and not all students will go to college. Mr. Geiger stated that these types of programs keep some of our students in school. Keeping programs and how that can be done in light of the State budget issues will continue to be discussed.
 - Mr. Parisio stated that the coach and some parents of the golf team had approached him about the possibility of the District funding the golf program. With their fundraiser they said the team would need an additional \$3,000.00 from the District. They now have approximately 15–20 students on the team. At the time the golf program was cut only about 5 students were participating. Mr. Geiger asked Mr. Bazan to investigate the number of students on the team and what the total cost would be to run the golf program. Mr. Bazan said he would bring back the information to the next meeting.
 - No action was taken.

8. ANNOUNCEMENTS

- 8.1 WIS will host their Annual Holiday Band Presentation on December 11th at 6:00 p.m. in the WIS Cafeteria.
- 8.2 The Alumni, Family & Friends Concert will be on Saturday, December 14th at 6:30 p.m. at the Memorial Hall.
- 8.3 On December 19th the Willows Music Boosters Fundraiser Dinner will be held at the Elks Club from 5:00 – 8:00 p.m.
- 8.4 December 20, 2013, is a district-wide Minimum Day.
- 8.5 There will be a district-wide break from December 23, 2013 – January 3, 2014.
- 8.6 The next Regular Board Meeting will be held on January 16, 2014, at 7:00 p.m. at the Willows Civic Center (This date was changed per approval of the Board Calendar earlier in the meeting.)

9. PUBLIC COMMENTS REGARDING CLOSED SESSION ITEM - None

At 8:55 p.m., the Board took a short recess after the Regular Meeting before going into Closed Session. Mr. Ward will report out in Open Session upon the conclusion of Closed Session.

10. CLOSED SESSION

Closed Session began at 9:56 p.m.

- 10.1 Pursuant to Government Code §54956.9(a): Conference with Legal Counsel: Existing Litigation (1 case) Tim Crews v. Willows USD, et.al, Case No. 09CV00697
- 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

11. **RECONVENE TO OPEN SESSION**

11.1 Announcement of Action Taken in Closed Session

At 9:55 p.m., the meeting reconvened to Open Session. Mr. Ward reported out:

Item 10.1: Update given by the Superintendent

Item 10.2: Update given by the Superintendent.

12. **ADJOURNMENT**

The meeting adjourned at 9:56 p.m.