

WILLOWS UNIFIED SCHOOL DISTRICT

Regular Meeting – November 6, 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 7:01 p.m. Board members present were: Mr. Ward, Mr. Munguia, Mr. Parisio, and Mr. Geiger. Mrs. Knight was absent.
- 1.2 Welcome to Visitors
- 1.3 Flag Salute was led by Gina Taylor.

2. AGENDA/MINUTES

- 2.1 Approve the Minutes of the Regular Meeting of October 9, 2014. Mr. Parisio moved, seconded by Mr. Geiger, to approve the Minutes of the Regular Meeting of October 9, 2014.

AYES: Ward, Munguia, Parisio & Geiger

NOES: None

ABSENT: Knight

MOTION PASSED: 4-0-1

- 2.2 Approve the Agenda for November 6, 2014. Mr. Geiger moved, seconded by Mr. Munguia, to approve the Agenda for November 6, 2014.

AYES: Ward, Munguia, Parisio & Geiger

NOES: None

ABSENT: Knight

MOTION PASSED: 4-0-1

3. PUBLIC COMMENTS - None

4. REPORTS

- 4.1 **Employee Associations (WUTA & CSEA)** - None

4.2 **Principals**

(WHS) Ms. McLaughlin reported:

- She informed the Board that Mr. Bazan was absent this evening due to supervising this evening's volleyball game.
- Over the past months there have been several discussions at Collaboration, Board, DSLT, and SSC meetings regarding the subject of how to keep our students motivated and engaged. She spoke about Linked Learning and gave three examples on how they are motivating students at WHS: (1) Ms. Walker's hospitality class; (2) FFA National Convention; and (3) Ms. Proctor's class is reading *Escape from Camp 14*. Ms. Proctor reached out to the author of the novel, and he skyped with her class. It was a great experience, as the students were better able to relate to the story and ask questions of the author. It was an incredibly engaging lesson.
- She introduced Emily Ellis who is the Willows High Associated Student Body President who will report later in the agenda on ASB activities.

(WIS) Mr. Sailsbery reported:

- He said at their Collaboration Meetings they have been continuing to use that time for the implementation, lesson planning, and instructional assessment with the Common Core Standards. Recently, they have been focusing on their interventions and how to make them more effective to reach their "at risk" students. They have scheduled a Grade Level Review Team meeting for December 10th where they take all the identified at risk students not only by grade level, but also by department, and converse with the teachers, counselor, special education teachers, and administrators and strategize on how to help the students in the most effective ways.
- "Type 2 Learn 4" is a keyboarding program that they will use to teach keyboarding to their students. He stated it is a very user friendly program.
- WIS will be purchasing 30-32 computers for their computer lab and looking at ways to upgrade the lab to make it more effective for the students and to help with State testing.

- WIS had its first School Site Council Meeting today and they discussed how to help students be more involved in board meetings, DSLT, and SSC meetings. He said WIS values their input and insight.
- Last Friday they had a Halloween Rally. Students and staff had a lot of fun. On November 21st they are planning a “fun day activity” since their last one was a huge success for both the students and staff.
- The girls’ basketball season is in full swing and they are doing very well. Next weekend is the Annual WIS Tournament hosted by the City of Willows, the Lions Club, and the WIS Sports Boosters. He encouraged everyone to come out and support the teams.
- Last Saturday the 6th Grade Class had an E-Waste fundraiser that was a big success and also served as a community service to our citizens of Willows. They received a check in the amount of \$1,393.00. He gave “kudos” to the sixth grade teachers for spearheading the project and also thanked the parents who helped out. He wanted to give special recognition to Anna Martin, student teacher at WIS, along with her family, who were a tremendous help during the event.

(MES) Mr. Drury reported:

- Mr. Drury stated he was giving the Murdock report since Mrs. Brown was ill.
- He thanked the MES PTO for putting on a very successful Fall Festival. The Halloween parade took place the same evening.
- He also gave thanks to the grounds, custodial, and maintenance departments to keep their campus looking good.
- They are wrapping up trimester assessments and it looks like the students are making gains. Direct instruction time is working.
- Tomorrow night is movie night at MES and they are showing *The Lego Movie*. Proceeds will benefit Maggie’s Mallard Garden.
- The Book Fair will be next week.

(WCHS) Dr. Geivett reported:

- Last week one student graduated and will walk the stage in June.
- One student was transferred to the Glenn Adult Program.
- Enrollment at this time is 23 students in the regular classroom and 3 are in the Independent Study Program for a total of 26 students.
- He talked of the need for additional slots for more students in the future and the possibility of bringing back additional sections at WCHS in order to service more students.
- The Thanksgiving Feast will be hosted by WCHS on November 20th at 11:00 a.m. and he invited the board members to attend.
- Nine students were recently honored with a pizza party by making the “Wall of Fame”. This is their quarterly award for the students showing academic achievement, no discipline issues, and good attendance.

4.3 Associated Student Body Report – Emily Ellis, ASB President, reported:

- The students at WHS are involved in a canned food drive until November 21, 2014. Items will be donated to the local food bank on that day. When they return from the Thanksgiving Break they will begin the second cycle of the drive and continue until the Christmas Break, again donating the items to the local food bank.
- The Adopt a Family committee has been formed and has chosen an elder community member to adopt.
- Fall Homecoming was a success. They had a large closed campus participation from the students. They are beginning to plan for the Winter Homecoming.
- CSF is very successful this year with Mr. Paul Gadbois as the new advisor. The membership is growing under his direction.
- Mr. Paul Gadbois is also teaching the AP English class at WHS. It is the first AP class that has been offered in the last several years. She is enrolled and is enjoying the class and said it is very challenging. She thinks Mr. Gadbois is doing an excellent job with CSF and AP.
- The band is doing well this year and competed in the second annual “Battle of the Mace” and won for the second year in a row. They attended the Santa Cruz Band Review and did well placing fourth. They are planning the Winter Concert which will be December 15th and invited everyone to attend – she said it’s free!
- FFA members just returned from the National Convention and those that attended really enjoyed it and said they learned a lot.
- Athletics – all fall teams had a good year with volleyball going to playoffs and girls’ tennis had a doubles team make it to section playoffs and placed. Swimming had a good season with several swimmers

making it to the masters and championship meet in Redding. Winter sports are getting ready to go into full swing with tryouts and practices.

- Dances – they increased the number of dances they will have this year. They have already had two ASB/FFA sponsored dance/fun nights that were very successful. The seniors are currently planning the Winter Ball and the juniors are planning a destination prom since last year's was such a success.

4.4 Director of Business Services – Mrs. Beymer reported:

- She made a correction to her report from last month. She said that the MAA Program owes us about \$200,000; she erroneously reported two million last month. We are owed two million dollars in mandated costs.
- She has received notification that we are going to receive about \$91,000 in mandated costs reimbursements for the first time in about five years which is about 5% of what they owe the district. She is hoping they continue to reimburse us until they have paid in full what they owe us.
- We received notification that the Ag Incentive Award will be in the amount of \$14,853 and the same amount is budgeted in the general fund for the matching requirement for that grant.
- Later in the meeting Dr. Geivett will discuss the roofing project at Murdock as well as the energy savings projects that we hope to enter into a contract with IES.

4.5 Director of Categorical Programs – API/AYP – Mrs. Perez reported:

- Mrs. Perez stated that this report will only be available this year. There wasn't a valid test given for grades 2-12 last year for the API, but since the federal government wanted some accountability from the State, the decision was made to have a 3-Year Average API Report. They took the combined total of the 2011, 2012 and 2013 scores, divided them by three to get the results in this report. Mrs. Perez discussed the report with the Board stating that a score of 800 is the goal for all schools to reach. Murdock's 3-Year API Average was 734; WIS was 758; and WHS was 681. In the report she highlighted the significant subgroups at each school which are Hispanic or Latino, White, Socioeconomically Disadvantaged, and English Learners. She noted that the white subgroup scored the highest at each of the sites.
- The 2013-14 Adequate Yearly Progress (AYP) Report – The only school in the district that received an AYP score was the high school. That is because the only scores that were available for the AYP were the CAHSEE and the CAPA. WHS did not make AYP but met three out of the five criteria. Mrs. Perez went over the three areas: Participation Rate, Annual Measurable Objectives (AMOs) and the Graduation Rate with the Board. Discussion ensued regarding the number of socioeconomically disadvantaged students in the district.

4.6 Superintendent – Dr. Geivett reported:

- A lot of work has been going on in respect to facilities, repairs, remodeling needs, purchasing technology for students and staff, and dealing with needed infrastructure for the technology.
- The Prop. 39 energy efficiency projects and potential work projects with IES will be brought up later in the agenda.
- He talked about DSLT and mentioned that he is proud of all of the members that attend, but particularly of the three students that are on the committee. They articulate and represent themselves and their schools well. He thinks our future is in good hands with these bright, young students coming out of our system.
- He thanked the staff, parents, and PTO for the outstanding Murdock Fall Festival and Halloween Parade.
- Mrs. Beymer mentioned the funding coming through from the mandated costs; Dr. Geivett just came from a meeting where the Opportunity and ROP Programs may be in jeopardy of not being funded from the County level next year. We are still in the situation of having to watch our dollars and use them wisely so we can fix our facilities and sustain our programs we think are valuable to our students and community.
- He congratulated Mrs. Knight, Mr. Parisio, and welcomed Mrs. Gina Taylor as being the newly elected board members. He looks forward to four years of outstanding service on the Board from all three and looks forward to working closely with the entire Board for additional positive things to happen for our district.

4.7 Governing Board Members

Mr. Geiger – No report

Mr. Munguia:

- He has been attending some of the WIS basketball games.
- With this being his last board meeting, he thanked everyone for their help over the last four years and said it has been a very eye-opening experience and has enjoyed it.

Mr. Parisio:

- He thanked Mr. Munguia for serving on the Board for the last four years.
- He also thanked the public for re-electing him for another term.
- He’s been attending the WIS basketball games and they are doing very well.
- WHS JV Volleyball team is undefeated this year in league; Varsity Volleyball just won this evening and he noted that the senior girls on the team went all four years undefeated in league play (volleyball).
- He welcomed Mrs. Taylor to the Board.

Mr. Ward:

- He welcomed back Mr. Parisio and Mrs. Knight and welcomed Mrs. Taylor as the newly elected board members. He commented that he thinks being a board member is rewarding and said Mr. Munguia will be missed. President Ward presented Mr. Munguia with a certificate of appreciation for his years of service on the Board.

5. CONSENT CALENDAR

A. GENERAL

B. EDUCATIONAL SERVICES

1. Approve Interdistrict Requests for Students #14-15-40 through #14-15-44 to attend school in another district for the 2014/15 school year.
2. Approve the revocation of the Interdistrict Request for Student #14-15-16 to attend school in the WUSD for the 2014/15 school year.

C. HUMAN RESOURCES

1. Approve employment of Rosa Hernandez to the position of Maintenance I/Custodian/Utility.
2. Approve employment of Kathleen Morrison, Cafeteria Helper I, effective 11/3/14.
3. Approve employment of Lisa Glenn, Cafeteria Helper II, effective 11/3/14.
4. Approve employment of the following extra duty assignment at WHS for the 2014/15 school year:

Paul Gadbois	Newspaper Advisor
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5. Approve the employment of the following WHS Winter Sports Coaches for the 2014/15 school year:

Daniel Hartrum	Varsity Wrestling – Head Coach
Richard Welsh	Varsity Boys Basketball – Head Coach
Evone LaCombe	J.V. Boys Basketball – Head Coach
Julio Garcia	Varsity Girls Basketball – Head Coach
Pedro Bobadilla	J. V. Girls Basketball – Head Coach
Jose Cano	Varsity Boys Soccer – Head Coach
Baduel Ramirez	Varsity Girls Soccer – Head Coach
Martin Castillo	Varsity Girls Soccer – Volunteer Coach
6. Approve the updated Classified Substitute List.
7. Accept resignation of Sandra Gibson, Cafeteria Helper I, effective 10/14/14.
8. Accept resignation of two periods/per day from Eric Hanson, effective 12/31/14.

D. BUSINESS SERVICES

1. Approve budget revision summary.
2. Approve warrants from 10/15/14 through 10/29/14.
3. Approve ASB Quarterly Reports – MES/WIS/WHS.

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

AYES: Ward, Munguia, Parisio & Geiger

NOES: None

ABSENT: Knight

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 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)

Mr. Geiger moved, seconded by Mr. Parisio, to approve the Board Policies per CSBA’s Policy Guidesheet Recommendations.

AYES: Ward, Munguia, Parisio & Geiger

NOES: None

ABSENT: Knight

MOTION PASSED: 4-0-1

- 2. **(Action)** Approve Resolution #2014-15-05, Day of the Volunteer. Mr. Ward read the resolution aloud to acknowledge our appreciation of all of the tremendous volunteers we are fortunate to have in our district. He gave special thanks to the “Painted Ladies” for their efforts. Mr. Geiger moved, seconded by Mr. Parisio to approve Resolution #2014-15-05. Roll call vote was taken.

AYES: Ward, Munguia, Parisio & Geiger

NOES: None

ABSENT: Knight

MOTION PASSED: 4-0-1

B. EDUCATIONAL SERVICES

C. HUMAN RESOURCES

- 1. **(Action)** Approve Child Rearing unpaid leave request for Christine Kamienski from November 3-7, 2014 (returning to work 11-10-14). Mr. Munguia moved, seconded by Mr. Geiger, to approve the child rearing unpaid leave request for Christine Kamienski.

AYES: Ward, Munguia, Parisio & Geiger

NOES: None

ABSENT: Knight

MOTION PASSED: 4-0-1

- 2. **(Action)** Approve Resolution #2014-15-06, Elimination in Classified Services for the 2014/15 school year. Dr. Geivett commented on this item and stated that a change was made from the original resolution to the one that was given to the Board and public at the beginning of the meeting. The only change was that the reduction in hours was to be 6.5 hours per day and not 6.0 hours per day on the original resolution. Mr. Parisio moved, seconded by Mr. Geiger, to approve Resolution #2014-15-06. Roll call vote was taken.

AYES: Ward, Munguia, Parisio & Geiger

NOES: None

ABSENT: Knight

MOTION PASSED: 4-0-1

D. BUSINESS SERVICES

1. **(Action)** Approve Agricultural Career Technical Education Incentive Grant Application for Specialized Grant Funding for 2014-2015 (\$10,000.00). Mrs. Beymer addressed the Board and stated that this is a specialized Ag. Incentive application to get funding to build a greenhouse. GCOE will provide the bulk of the required \$10,000 matching funds for this grant. Mr. Geiger moved, seconded by Mr. Munguia, to approve the Ag. Incentive Grant Application for Specialized Grant Funding in the amount \$10,000.

AYES: Ward, Munguia, Parisio & Geiger

NOES: None

ABSENT: Knight

MOTION PASSED: 4-0-1

2. **(Action)** Approve Agreement for Professional Services with Infinity Communications and Consulting for E-RATE Consulting Services (expiration date is June 30, 2017). Mrs. Beymer addressed the Board and said this is a request to change consulting providers for our E-RATE Program. This is the era of wireless access and Roberto Herniman, GCOE IT Director, recommended this company. He is confident that the District will gain far more than the extra cost of \$4,000 by switching to this company. This agreement would go into effect for the 2015/16 fiscal year. Mr. Geiger moved, seconded by Mr. Parisio, to approve the Agreement with Infinity Communications and Consulting for the E-RATE Program.

AYES: Ward, Munguia, Parisio & Geiger

NOES: None

ABSENT: Knight

MOTION PASSED: 4-0-1

PUBLIC HEARING: In accord with Government Code §4217.12, a Public Hearing will be held at this time to allow for public input regarding the consideration of the Board of Education to enter into an energy services contract with Famand, Inc. dba Indoor Environmental Services to design, supply, and install energy efficiency upgrades at Willows High and Murdock Elementary Schools. Mr. Ward opened the Public Hearing at 8:06 p.m. No comments were made. Mr. Ward closed the Public Hearing at 8:08 p.m.

3. **(Action)** Approve Agreement for Professional Services with Famand, Inc., dba Indoor Environmental Services to design, supply, and install energy efficiency upgrades at various sites. Mr. Geiger moved, seconded by Mr. Munguia, to approve the Agreement for Professional Services with Famand, Inc., dba IES. Dr. Geivett explained to the Board that the attorneys have looked over the Agreement. The scope of work for this project is listed on page 31 of the document. A lot of work is being accomplished for energy savings. Dr. Geivett also walked in a letter that the District just received from Ray Kwan, an independent engineer, and he presented it to the Board and the public so it could be included in the agenda presentation. The letter from Mr. Kwan signifies that the District will not have to go through DSA and the State since we are replacing old equipment with new equipment, and no structural differences are taking place on the rooftops.

AYES: Ward, Munguia, Parisio & Geiger

NOES: None

ABSENT: Knight

MOTION PASSED: 4-0-1

4. **(Action)** Approve Resolution #2014-15-07, Findings for Prop 39/4217 Project. Dr. Geivett walked in a new resolution for the public and the Board making it more up to date with Government Codes. He wanted as much transparency with the Board and the public and commented that the first resolution didn't do the project justice. Dr. Geivett went over the resolution with the Board. A few items he highlighted were as follows: 3rd paragraph states that we are allowed to use Prop. 39 dollars for this project; 4th paragraph states that \$550,572 of the Prop. 39 funds will be used for this project; 5th paragraph states the District has QZAB funds remaining; and the 6th paragraph states that \$310,428 of those remaining QZAB funds can be applied to this project (which need to be spent by 2016). Dr. Geivett stressed that the public needs to know that the District is doing this for savings to the District in energy costs. The District chose IES because they did a great job for us on our lighting retrofit project and they were able to "fast track" our application for us because they had already done the major portion of the calculations for the solar and lighting retrofit projects. Mrs. Beymer stated that the Prop. 39 funds will come in over a five-year period and we will be able to complete these projects without incurring any additional debt to the District. In closing, Dr. Geivett stated that the public had an opportunity to comment on this project during the public hearing and see the contract. He wants the public to understand that we are doing what we can with the dollars awarded to us to take care of business and fix our facilities in

the absence of a bond and thus not allow our facilities to deteriorate any further if at all possible. Mr. Parisio thanked Dr. Geivett for his explanation to the public to understand what direction the District is headed. Mr. Parisio moved, seconded by Mr. Geiger, to approve Resolution #2014-15-07. Roll call vote was taken.

AYES: Ward, Munguia, Parisio & Geiger

NOES: None

ABSENT: Knight

MOTION PASSED: 4-0-1

5. **(Information/Discussion)** Murdock Roofing Project. Dr. Geivett gave information to the Board regarding the Murdock roofing project and completing the project to fix the “infamous” restroom outside the multi-purpose room at Murdock. The project has evolved to also include roofing the 100 wing and cover the windows on the same wing. This project will go through the competitive bidding process. It will go out to bid around December 10th with work to begin in June 2015. The public bid notice will be in the local papers in the next few weeks. More discussion ensued on the project. This was an information item only – no action was taken.
6. **(Discussion/Possible Action)** Fiscal and Program Sustainability Plan. The only changes made to the Plan are the October action items have been included. Next month it will reflect the Instructional Aide II’s reduction in hours to 6.5 hrs. /day from the 8.0 hrs. /day. No action was taken.

7. **ANNOUNCEMENTS**

- 7.1 November 11, 2014 is a school holiday – Veterans Day.
- 7.2 November 20 & 21, 2014 are minimum days at Murdock Elementary with a dismissal time of 12:00 noon for Parent-Teacher Conferences.
- 7.3 There will be a district-wide break from November 24 – November 28, 2014.
- 7.4 The Organizational Meeting will be held on December 11, 2014, at 7:00 p.m. at the Willows Civic Center.

Mr. Parisio also announced that the FFA Ag. Boosters are having a fundraiser (dinner) on November 13th. Tickets are available through any of the FFA members, FFA advisors, Mr. Geiger or himself.

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

At 8:30 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 8:42 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

10. **RECONVENE TO OPEN SESSION**

10.1 Announcement of Action Taken in Closed Session

At 9:37 p.m., the meeting reconvened to Open Session. President Ward reported out:

Item 10.1: Update given to the Board by the Superintendent.

11. **ADJOURNMENT**

The meeting adjourned at 9:38 p.m.