

WILLOWS UNIFIED SCHOOL DISTRICT

Regular Meeting – January 15, 2015

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. Board members present were: Mr. Ward, Mr. Geiger, Mrs. Taylor, and Mr. Parisio. Absent: Mrs. Knight
- 1.2 Welcome to Visitors
- 1.3 Flag Salute was led by Ms. McLaughlin.

2. AGENDA/MINUTES

- 2.1 Approve the Minutes of the Regular Meeting of December 15, 2014. Mr. Parisio moved, seconded by Mr. Ward, to approve the Minutes of the Regular Meeting of December 15, 2014.
AYES: Ward, Geiger, Taylor & Parisio
NOES: None
ABSENT: Knight
MOTION PASSED: 4-0-1
- 2.2 Approve the Agenda for January 15, 2015. Mr. Geiger moved, seconded by Mr. Parisio, to approve the Agenda for January 15, 2015. Dr. Geivett stated that Item 6C-1 needed to be pulled until the February meeting. Mr. Geiger amended his motion to approve the Agenda for this evening's meeting with Item 6C-1 being pulled. Mr. Parisio seconded the amended motion.
AYES: Ward, Geiger, Taylor & Parisio
NOES: None
ABSENT: Knight
MOTION PASSED: 4-0-1

3. PUBLIC COMMENTS - None

4. REPORTS

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

4.2 **Principals**

(MES) Mrs. Brown reported:

- The STAR Reading Comprehension Test was recently given and 84% of the third graders showed improvement from the end of last year to the end of the first trimester. She is still looking at the numbers of the other grades.
- Attendance has been an ongoing problem at Murdock, especially at this time of year. She stated that if children are sick they do need to be kept at home, but when they are not, they need to be in school all day. The staff is going to increase parent contact and outreach to help improve the attendance issue. They are also reaching out to the community, service clubs, and Mental Health for any suggestions they may have to help with this problem. They are also going to look at the positives/rewards for improved attendance. To encourage better attendance, Mrs. Beymer personally purchased a 42" flat screen television to be raffled off for students with perfect attendance.
- February 12th will be the Murdock's Annual Spaghetti Dinner fundraiser.

(WIS) Mr. Sailsbery reported:

- On January 30th from 8:00 – 9:00 a.m. WIS will host "Coffee with Mr. Sailsbery & Mr. Drury" in the WIS Library. This will be a time to share information with parents and have a question and answer session. They will probably do this again on a Saturday for parents that cannot attend on a work day.
- Thirty-two new computers for the computer lab will be installed during the February break.
- Saturday, March 14th, will be the floating staff development day for WIS teachers. The focus will be GAFE (Google Applications for Education). Anna Lane of GCOE and Darren Massa (Google trainer) will be the presenters. In preparing for this staff development day, WIS has three teachers who will be Google Site Guides. They are utilizing their grant funds to buy Chrome Books and sending those

three teachers along with Mr. Sailsbery and Mr. Drury to a workshop in June so they can be the “go to guides” for their staff.

- Mr. Sailsbery mentioned that the book, Mindset, is one that touched him personally and professionally. He shared the book with the board members, management team, and both classified and certificated staff at WIS. It deals with change and adversity which everyone may experience on both a personal and/or professional level. He believes it will help facilitate change within our educational system and encourages all to read it. The funding for the books came from the staff development grant that Bill Shively procured from Chico State University through the River Jim Program. He appreciated Mr. Shively securing the grant and having administration involved as part of the team.
- He reported that attendance at WIS has been good.

(WHS) Ms. McLaughlin reported:

- Ms. McLaughlin reported that Mr. Bazan is out ill today and Mr. Drury is providing coverage at the basketball game this evening in Mr. Bazan’s absence.
- The floating staff development day for the high school will be on Monday, January 19th. Topics included for their agenda will be student motivation and the Common Core Standards. Required reading for the workshop is the book, Mindset. She appreciates the implications it has for education – to help students not to give up when things get tough. Nancy Veatch from Tehama COE will work with the staff on Common Core Instruction and Assessment.
- On January 16th the leadership team will visit Williams H. S. to observe how their block schedule works. March 1st is the date for Willows H.S. to pick a block schedule model that best fits our high school. She said she has been using Google docs and likes it. In this instance, it was an easy and productive way to get collective questions from the staff for the leadership team to take with them when they visit schools.
- The WASC three-year revisit will take place on April 13th & 14th.
- She commented that Emily Ellis, ASB President, gives a lot of her time and energy to WHS.

(WCHS) Dr. Geivett reported:

- WCHS enrolled 3 new students at the beginning of the second semester - enrollment is now at 26 students. He expects two students to graduate by the end of February and stated there is the possibility of one student moving to Adult Ed.
- Recently eight students made the Wall of Fame for good grades, attendance, and substantial credits earned.
- He hopes that a distance learning program will start up next week with five slots available for WCHS students. This is another avenue for students to earn credits.
- The last couple of years Dr. Geivett has spoken to the Board about the need for additional staffing and students at WCHS. He hopes to increase the FTEs next year to add sections at the community high school. This will help relieve some of the pressure to get more students over to WCHS from WHS. He is working on a plan with Mrs. Beymer to make this work within our budget. Our break-even number of students has always been around 19-20 students and we have always maintained more than that.

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

- Winter Homecoming is the next event and will take place on January 30th.
- The senior class is fundraising for their senior class trip at Universal Studios and is hosting the Winter Ball this Saturday.
- Juniors are preparing for prom, and once again it will be a destination prom. This year it will be in Rocklin on May 2nd.
- The sophomores are preparing for the Sadie Hawkins Dance on March 21st.
- The band is preparing for the CSUC Music Festival.
- FFA is working on fair preparations and getting teams together for competitions.
- The Academic Decathlon Team is preparing for their competition coming up in February.
- ASB just finished up their Canned Food Drive which was a success – during the first cycle of the drive the students collected 500 pounds, and during the second cycle they collected 190 pounds.
- This year for their Adopt a Family project they adopted an elder and enjoyed making that person’s Christmas a little brighter.
- The winter sports teams are doing well and the spring sports teams are looking forward to conditioning to begin.

4.4 Director of Business Services – Dr. Geivett reported in Mrs. Beymer’s absence:

- He said that things look better budget-wise than they did in the 2007/08 school year.

- The Governor’s Budget projects a \$113 billion general fund state budget and intends to increase the K-14 education funding by \$8 billion.
- The Governor is also entertaining dialogue about a school facilities bond with hopes of making the 2016 ballot. Dr. Geivett said he is hopeful that it makes the ballot and passes.

4.5 Director of Categorical Programs – No report

4.6 Superintendent – Dr. Geivett reported:

- He will be attending a new board member training in Sacramento on January 23rd and 24th with Gina Taylor.
- The district is working with IES diligently to get a plan together to replace HVAC units at MES and WHS, as well as the boiler at WHS. This is made possible with funding from Prop. 39 and remaining QZAB dollars.
- The bid opening process for the MES Roof Project has been completed and the district has selected George Roofing as the successful bidder. We are currently working on the contract and hope to present it to the Board for approval at the February meeting. The work will begin after school ends in June with completion anticipated well before school begins in August.
- He commended John Alves and his maintenance team on getting the pool open so our students could swim and the swim team could practice. They have continued to make improvements to the pool and were able to complete the work internally with our own staff and saved a lot of money by not having to hire it out. The next steps are to replace the solar control panel so we will be able to use the pool earlier in the year and keep it open longer.

4.7 Governing Board Members:

Mr. Ward:

- He gave “kudos: to the administration during our bout of bad weather in keeping the public informed in a timely manner regarding school closures and bus transportation availability.

Mrs. Taylor:

- She attended the WIS Band Concert before the Christmas break and was very impressed with all of the kids participating – she stated the cafeteria was jammed. She thanked Mr. West for his efforts.
- She has been attending soccer games at the high school and said it is very cold for the spectators, but a lot of fun to watch.
- She has been busy with the WIS Cardinal Sports Boosters along with Erin Parisio. She thanked the Willows Lions Club for hosting the WIS basketball tournaments and donating back the registration fees paid by the visiting teams to the Boosters to help with their tight budget so they are able to continue to provide sports at WIS.

Mr. Parisio:

- He has been attending games and stated there is an All Star Game on Saturday in Chico for 7th grade girls’ basketball. This year the league chose Meghan Weinrich and Hanna Parisio to represent WIS.
- He is also concerned about the attendance at Murdock and agrees with Mrs. Brown that the word needs to get out to parents to get their children to school.

Mr. Geiger:

- He agrees that informing parents about attendance is crucial since it is directly tied to our funding source of running our schools and has a drastic effect on the entire district.

5. CONSENT CALENDAR

A. GENERAL

1. Accept donation from David DeLuna in the amount \$559.78 to go to Murdock Elementary School.
2. Accept donation from Patricia Chavez & Maria Garcia in the amount of \$162.00 to go to Stacy Lanzi’s class account.
3. Accept donation from Walmart in the amount of \$2,500.00 to go to Willows Intermediate School for Chrome Books and accessories.
4. Accept donation from Richards Plumbing in the amount of \$50.00 to go towards the Murdock Garden.
5. Accept donation from Round Table Pizza in the amount of \$331.03 to go towards the 8th Grade Class of 2015.

B. EDUCATIONAL SERVICES

1. Approve Interdistrict Requests for Students #14-15-48 through #14-15-50 to attend school in another district for the 2014/15 school year.

- 2. Approve the Spring 2015 Butte College Concurrent Enrollment for WHS Students.

C. HUMAN RESOURCES

- 1. Approve employment of Jaime Thorpe to the position of Bus Driver, effective 1/5/2105.
- 2. Approve employment of Rosa Hernandez to the position of Maintenance I/Utility, effective 1/5/2015.
- 3. Accept resignation from Jaime Thorpe, Cafeteria Helper II, effective 1/5/2015.
- 4. Approve retirement of Linda Ell, WHS Secretary II, effective 10/1/2015.

D. BUSINESS SERVICES

- 1. Approve budget revision summary.
- 2. Approve warrants from 12/10/14 through 1/6/15.

Mr. Geiger asked to pull Item 5C-4. Mr. Geiger moved, seconded by Mrs. Taylor, to approve the Consent Calendar with Item 5C-4 pulled. Mr. Parisio and Mr. Geiger thanked the individuals and businesses in Item 5A for their generous donations to our district and said it is amazing how each month we are so fortunate to have these donations on our agenda.

(CONSENT VOTE)

AYES: Ward, Geiger, Taylor & Parisio

NOES: None

ABSENT: Knight

MOTION PASSED: 4-0-1

Item 5C-4:

Mr. Geiger recognized that Linda Ell will have 41 years of service to WUSD when she retires and said that is an astounding number of years served and knows Mrs. Ell will be missed. Mr. Geiger moved, seconded by Mr. Parisio, to approve the retirement of Linda Ell, WHS Secretary II, effective 10/1/2015.

AYES: Ward, Geiger, Taylor & Parisio

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 1312.3	Uniform Complaint Procedures
BP 1330	Use of School Facilities
BP 4112.2	Certification
BP 4112.21	Interns
BP 4115	Evaluation/Supervision
BP 4117.3	Personnel Reduction
BP 4131.1	Teacher Support and Guidance
BP 4138	Mentor Teachers
BP 4139	Peer Assistance and Review
BP 4315	Evaluation/Supervision
BP 4315.1	Staff Evaluating Teachers
BP 5131.2	Bullying
BP 5145.3	Nondiscrimination/Harassment
BP 5145.7	Sexual Harassment
BP 5147	Dropout Prevention
BP 5149	At-Risk Students
BP 6142.94	History-Social Science Instruction
BP 6172	Gifted and Talented Student Program
BB 9223	Filling Vacancies
BB 9230	Orientation

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

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

AYES: Ward, Geiger, Taylor & Parisio

NOES: None

ABSENT: Knight

MOTION PASSED: 4-0-1

2. **(Information)** Approve Williams Uniform Complaints Quarterly Report. (There were no complaints.) Information only item – no action was taken.
3. **(Action)** Approve FFA overnight field trip to Klamath Falls, Oregon from January 23-24, 2015. Mr. Geiger moved, seconded by Mr. Ward, to approve the FFA overnight field trip to Klamath Falls, OR.

AYES: Ward, Geiger, Taylor & Parisio

NOES: None

ABSENT: Knight

MOTION PASSED: 4-0-1

B. EDUCATIONAL SERVICES

1. **(Action)** Approve expulsion of Student #2013-14-02 from Willows Unified School District as of December 19, 2014. Student did not comply with suggested remediation plan. Because there was a violation of the Stipulated Expulsion Order, the student's immediate expulsion is the end result and has now led to a change in placement that could include enrollment in a neighboring school district without further Board Hearing. Mr. Parisio moved, seconded by Mr. Ward, to approve the expulsion of Student #2013-14-02 from WUSD as of December 19, 2014.

AYES: Ward, Geiger, Taylor & Parisio

NOES: None

ABSENT: Knight

MOTION PASSED: 4-0-1

C. HUMAN RESOURCES

1. **(Action)** Approve Certificated Job Description for the District Nurse position. This item was pulled from the Agenda – see Item 2.2.
2. **(Action)** Approve Employment Contract between Superintendent and the Governing Board of the Willows Unified School District. Dr. Geivett explained to the Board that the California Code of Regulations Title 5, Section 27200 et seq. has been changed for any service performed on or after January 1, 2015. The mileage stipend in the Superintendent's existing contract must be restructured into the Superintendent's salary schedule to continue to be considered credible service in the eyes of CalSTRS. This change will not increase the employee's current monthly compensation and has a net zero effect on statutory costs to the district. Mr. Geiger moved, seconded by Mr. Ward, to approve the Superintendent's Employment Contract. The superintendent's negotiated wage was discussed.

AYES: Ward, Geiger, Taylor & Parisio

NOES: None

ABSENT: Knight

MOTION PASSED: 4-0-1

D. BUSINESS SERVICES

1. **(Action)** Approve the 2014/15 First Interim Budget Report (available at the District Office of preview). Dr. Geivett reported for Mrs. Beymer in her absence. He stated that the First Interim is a snapshot in time of our budget as of 10/31/14. This will change dramatically during the year. As a Superintendent and/or Board member he emphasized that there are key areas of concern that need to be looked at in the budget report: what can get the District into trouble; what can the District do to keep itself out of trouble; and the "bottom line" (which is critically important). The criteria and standards in the first part of the report informs the CBO, Superintendent, and Board of key areas to examine to keep the District out of trouble. The criteria and standards review at the end of the report address how the District will work through any key areas that need close attention and detail in order to stay in compliance. Dr. Geivett went over some of the line items on Page 2 with the Board. Due to Proposition 2, districts can allow up to six percent of their budgets as a reserve. The reserve for economic uncertainties is \$859,173.00 and the Unassigned/Unappropriated Amount (comparable to a savings account) is \$465,880.36. He stressed again that the District has a huge need for facility improvements, the need to reward our employees, and to save programs. He said he anticipates being solvent

in the current year and two years out and feels much better about our budget than he did four or five years ago. Mr. Parisio moved, seconded by Mr. Geiger, to approve the 2014/15 First Interim Budget Report.

AYES: Ward, Geiger, Taylor & Parisio

NOES: None

ABSENT: Knight

MOTION PASSED: 4-0-1

2. **(Information)** Review of the Independent Auditors Report for Period Ending June 30, 2014 (2013-14). Dr. Geivett stated that we pay auditors to keep the District out of trouble and we received a great report. We only had one finding this year and it was very easily corrected. This was an information only item – no action was taken.

3. **(Action)** Approve Form J-13A Request for Allowance of Attendance Because of Emergency Conditions. Dr. Geivett addressed the Board and stated that schools were closed on 12/11/14 due to severe storm warnings on the recommendation from Glenn County Sheriff Larry Jones that all Glenn County schools should close. One of the criteria needed to apply for a waiver of our attendance is when local law enforcement officials advise the districts to close schools for the safety of its citizens. On 12/12/14 school was open, but due to roads still flooded and no bus service, the district had very low attendance; consequently, both days were included on the same form. Dr. Geivett said he hopes that one or both days will be approved by the State. Mr. Geiger moved, seconded by Mr. Parisio, to approve Form J-13A.

AYES: Ward, Geiger, Taylor & Parisio

NOES: None

ABSENT: Knight

MOTION PASSED: 4-0-1

4. **(Discussion/Possible Action)** Fiscal and Program Sustainability Plan. Dr. Geivett recommended to the Board the return of the WIS Band Director’s stipend. Discussion ensued regarding the amount of the stipend. Mr. Ward commented on how impressed he is with the music program at WIS. Dr. Geivett said that he would have to check on the current amount of the stipend but that it is a contracted amount tied to the salary schedule. Mr. Ward moved, seconded by Mr. Geiger, to approve the WIS Band Director stipend.

AYES: Ward, Geiger, Taylor & Parisio

NOES: None

ABSENT: Knight

MOTION PASSED: 4-0-1

WIS Athletics was discussed. Mr. Sailsbery had talked to GRSMA regarding liability issues and relayed that discussion with the Board. Discussion ensued regarding bringing back the program in whole or in part and, if only partially, which areas they would like to contribute to. Dr. Geivett informed the Board that he would look into this matter with Mrs. Beymer and report back to the Board at the next meeting.

The need for additional math and English sections at the high school were discussed along with intervention and AP classes. Intervention classes for all sites were also discussed.

The FFA advisor project section was discussed and Ms. McLaughlin said she needs more time to look into that possibility.

7. **ANNOUNCEMENTS**

7.1 Monday, January 19, 2015 is a district-wide holiday – Martin Luther King, Jr. Day.

7.2 The WHS Boosters Annual Wine & Dine Fundraising Event will be held on Saturday, January 31st.

7.3 The next Regular Board Meeting will be held on February 5, 2015, at 7:00 p.m. at the Willows Civic Center.

7.4 The Academic Decathlon Competition will be held on Saturday, February 7, 2015 at Willows High School.

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

At 8:39 p.m., the Board took a short recess after the Regular Meeting before going into Closed Session. President Geiger stated that he would report out in Open Session upon the conclusion of Closed Session.

9. **CLOSED SESSION**

Closed Session began at 8:51 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 9:01 p.m., the meeting reconvened to Open Session. President Geiger reported out:

Item 9.1: The Board gave the Superintendent direction to schedule a Special Meeting for January 22, 2015, at 6:00 p.m. at the District Office to have more time to discuss this item.

11. **ADJOURNMENT**

The meeting adjourned at 9:02 p.m.