

# WILLOWS UNIFIED SCHOOL DISTRICT

Regular Meeting – September 4, 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 7:02 p.m. Board members present were: Mr. Geiger, Mr. Ward and Mrs. Knight. Board members absent were: Mr. Parisio and Mr. Munguia.
- 1.2 Welcome to Visitors
- 1.3 Flag Salute was led by Mr. Bazan.

### 2. AGENDA/MINUTES

- 2.1 Approve the Minutes of the Regular Meeting of August 7, 2014. Mr. Geiger moved to approve the August 7, 2014 Minutes with the following corrections: Item 6C-1 & Item 6C-2 votes were as follows: Ayes: Geiger, Ward & Parisio; Noes: Knight; Absent: Munguia. Motion passed on both items: 3-1-1. Mrs. Knight seconded the motion.  
**AYES: Knight, Ward & Geiger**  
**NOES: None**  
**ABSENT: Parisio & Munguia**  
**MOTION PASSED: 3-0-2**
- 2.2 Approve the Agenda for September 4, 2014. Mrs. Knight moved, seconded by Mr. Geiger, to approve the Agenda for September 4, 2014.  
**AYES: Knight, Ward & Geiger**  
**NOES: None**  
**ABSENT: Parisio & Munguia**  
**MOTION PASSED: 3-0-2**

### 3. RECOGNITION OF RETIREE

- 3.1 Adele Rumiano - President Ward stated we would come back to this item as soon as Mrs. Rumiano arrived. She had car trouble and was running late.

### 4. PUBLIC COMMENTS - None

### 5. REPORTS

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

5.2 **Principals**

**(WHS) Ms. McLaughlin reported:**

- She gave a quick report for Amanda Samons on FFA activities. Ms. Samons wanted to thank the “Painted Ladies” for the improvements they made to the Ag building classrooms. FFA members are also getting prepared for the national convention. She wanted to thank the Board and the community for their support of her programs.
- The WHS Career Day was a success and she thanked the participants.
- The Butte-Glenn Consortium for Career Pathways (which our district is a part of) received a \$5 million grant to support the development of career pathways – WHS will receive a portion of that amount and has chosen health occupations and manufacturing (specifically welding) as the pathways they are going to concentrate on.
- She stated that although we didn’t have STAR testing last year, we still have data to check on how our students are progressing. She shared her concerns with the Board on data regarding seniors that have not yet passed the CAHSEE and are behind in credits. She also shared information on freshmen failing two or more classes. She said that change is needed very soon. Discussion ensued regarding interventions and opportunities available for these students. “Academics vs. athletics” was discussed and the Board asked for the WHS Athletic Code to be agenzized for the next board meeting.

**(WIS) Mr. Sailsbery reported:**

- On September 23<sup>rd</sup> there will be an anti-bullying presentation in the WIS Cafeteria for parents.
- Volleyball teams are off and running and competing against other schools.
- Last Friday was the first rally of the year. The Cardinal Band was impressive and everyone had a lot of fun. They all went outside of the gym and had a little event promoting the ALS Ice Bucket Challenge.
- They will have a fire drill tomorrow and afterwards will provide music and watermelon for the students and staff.
- On the afternoon of September 26<sup>th</sup> they will have a Fun Field Day and have games, events, music and snacks put together by the Student Leadership, Student Council and a group of teachers.
- WIS is off to a good start, but they are looking forward to some cooler weather.

**(MES) Mrs. Brown reported:**

- She thanked Tim Hall and Martin Castillo for doing a great job for MES while John Alves was out on vacation – she said they are always very helpful and she is very appreciative of their help.
- MES is also looking at their instruction and how to support their students. They have developed a program called “DI” time which stands for Differentiated Instruction. The goal of the MES staff is to give their students who need it more targeted instruction in reading. Beginning next week they will have a 45 minute block of time on Monday-Thursday mornings for students in grades 1-5 to go to different classrooms to work in different level groups – e.g. enrichment, phonics, comprehension. It has been a huge endeavor but they are very excited about it and want to meet our students’ needs.

**(WCHS) Dr. Geivett reported:**

- Enrollment is up to 25. He stated Mr. Prinz is doing a good job with the students.
- The Willows Care Center patients are being walked around the park by the students. They receive P.E. credits for this as well as community service credits.
- Next Tuesday at 6:00 p.m. is Back to School Night and he invited the board members to attend.

**Returned to Item 3.1 – Recognition of Retiree**

- 3.1 Mrs. Brown recognized Adele Rumiano and said she was honored to present her with her plaque. She thanked her for her 26 years of being an educator at Murdock Elementary. She said that in that time, Mrs. Rumiano touched the lives of many students in the classroom and noted the many relationships she fostered with staff and community members during that span of time as well. Mrs. Rumiano expressed her gratitude to the Board and audience.

**5.3 Director of Business Services – Mrs. Beymer reported:**

- She is very near to closing the books for last year.
- Since there will not be a state school facilities bond on the November ballot, she and Dr. Geivett will come to the Board next month with a recommendation and request to allow them to transfer money into the operation and maintenance account and a review of some of the priority projects from the Facilities Master Plan that need to be done now to prevent any further deterioration of our facilities.
- The District is working with IES to maximize the remaining QZAB dollars and the Prop. 39 dollars we will be receiving in hopes of getting some major projects completed.
- Mrs. Perez, Dr. Geivett and she will attend a conference in Redding on Monday regarding the LCAP’s next steps and linking it to the LCFF.
- She reported that Debbie Geer, GCOE MAA Program Trainer, is appealing the decision of not allowing classroom teachers to file claims in that program, which happens to be about 90% of our funding. She is hopeful that the federal government will approve the Level Two Appeal.
- She commended WIS teacher, Mr. Shively, for securing an \$18,000 grant on his own time. He is working with Chico State through the Federal Improving Teacher Quality Program. This will provide great opportunities in staff development for him and four other teachers to enhance the teaching and learning in their classrooms.

**5.4 Director of Categorical Programs – Healthy Kids Survey Report – Mrs. Perez reported:**

- Mrs. Perez went over the Healthy Kids Survey with the Board and explained that the students surveyed were last year’s 7<sup>th</sup>, 9<sup>th</sup> & 11<sup>th</sup> graders. She also mentioned that this survey is taken every other year. The main focus of this survey is to assess student perception and experiences in relation to the areas in which they are questioned. She had the Board turn to Page 2 of the report – “Summary of Key Indicators of School Climate and Student Well-Being” and said they are trying to identify how students feel about areas such as substance abuse, bullying, violence, physical health, etc. The site principals will also take

this information and share it with their staff and try to identify areas that they can improve on. Discussion ensued on different interventions available to students which included a county program that is about to begin called the SMART Program.

**5.5 Superintendent – Dr. Geivett reported:**

- To follow up on Mrs. Perez's report, he said he spoke to Amy Lindsey yesterday with the County Mental Health Dept. who will be heading up the SMART Team. This team will involve many community members and he hopes will be proactive and not reactive, and will be able to help many of the kids in our community.
- He commended the administrators and staff members from the school sites for bringing up matters to the Board that are not necessarily positive, but ones that need to be addressed. In today's world the high school diploma is incredibly important to attain and there are different avenues to achieve that goal.
- He thanked the WHS Boosters for the successful golf tournament they hosted. They rose close to \$10,000 dollars, which is an incredible gift for our students.
- He also thanked Mannie Jones for organizing the successful Career Fair that was held recently at WHS. There were over 40 presenters in attendance talking about different occupations.
- At next month's meeting, Mrs. Beymer will bring price tags to go along with projects that need to be done for the Board to review.
- The pool is open and kids are swimming, which is positive.
- At the last meeting it was brought up about changing out door knobs. He found out through the maintenance department that to change the door knobs where they can be locked from the inside and be ADA compliant, it would cost approximately \$250-\$300 per door knob. We will continue to use door blocks instead and leave doors locked at all times to achieve the addressed safety issue.

**5.6 Governing Board Members****Mrs. Knight:**

- She was in attendance for the Career Fair and thought it was very successful. She thanked Mannie Jones for organizing the event.
- She has been attending WIS volleyball matches and WHS football games.
- She thinks the sites look great and realizes there are a lot of people putting out a lot of effort, work, and collaboration - she appreciates it and thanked everyone.

**Mr. Geiger:**

- He thanked Karen Hanson and her custodial staff for the great job they are doing. They are always working hard so that our students and staff have a clean, safe and healthy environment when they arrive to school each day.
- He also commended Martin Castillo for being a great employee who takes pride in his job and our schools.
- The Boosters Golf Tournament had a good turnout and he thanked everyone involved.
- He attended Back to School Night, but hopes to see better attendance next year.
- He thinks the sports teams look promising this year and wishes them success.
- Mr. Geiger stated that if you see herds of animals on lawns around town, it is a fundraiser for the 20-22 FFA members who plan to attend the National Convention this fall.
- He says that WUSD will work diligently on fixing the facilities problems we have, one at a time.

**Mr. Ward:**

- He heard Career Day was great.
- He commented on a letter the Board received about the condition of our grounds. Dr. Geivett commented that he appreciates our maintenance/grounds/custodial staffs for the tremendous amount of work they do with the limited personnel and funding available to them.

**6. CONSENT CALENDAR****A. GENERAL**

1. Accept donation from David McDonald in the amount \$120.00 to go towards the Murdock Music Program.
2. Accept donation from David DeLuna in the amount of \$480.00 to go to Murdock Elementary School.
3. Accept donation from Keri Tafuro in the approximate amount of \$100.00 for ten artificial trees to go to Willows High School ASB.

**B. EDUCATIONAL SERVICES**

1. Approve Interdistrict Requests for Students #14-15-11 through #14-15-18 to attend school in the WUSD for the 2014/15 school year.
2. Approve Interdistrict Requests for Students #14-15-28 through #14-15-38 to attend school in another district for the 2014/15 school year.
3. Approve the Fall 2014 Butte College Concurrent Enrollment for WHS Students.
4. Approve the WHS FFA Calendar of Events for the 2014/15 school year.

**C. HUMAN RESOURCES**

1. Approve employment of Lisa Glenn, WHS Cafeteria Helper I, effective 8/22/14.
2. Approve employment of Jaime Thorpe, WHS Cafeteria Helper II, effective 8/11/14.
3. Approve the employment of the following positions at WHS for the 2014/15 school year:

Concession Manager	Sherry Brott
Concession Manager	Angela Kohler
4. Approve employment of the following for extra duty assignments at WHS for the 2014/15 school year:

Young Farmers Advisor	Kyle Schaad
FFA Advisor	Amanda Samons
Yearbook Advisor	Marge Ansel
ASB Activities (co-directors)	Jessie Proctor & Terri Moore
Saturday School	Tom Cox & Maria Herrera
Detention	Jessie Proctor, Marge Ansel, Maria Herrera, Tom Cox & Sherry Brott
5. Approve employment of the following for extra duty assignments at WIS for the 2014/15 school year:

Intervention Teachers

Abold, Dianna	Howard, Inette
Barley, Heidi	Huntley, Mark
Fleming, Cathy	Kamienski, Christine
Furtado, Karen	Shively, Bill

Breakfast/Noon Duty Supervisors

Cooper, Laura	Christopherson, Marian (pending fingerprint clearance)
Davis, Alyssa	Padgett, Clarissa (pending fingerprint clearance)
Hill, Sarah	Porter, Jennifer
Stokes, Carolyn	

Detention

Fleming, Cathy  
Furtado, Karen  
Thomson, Tami

Intramural Coaches

Barley, Heidi  
Fleming, Cathy  
Howard, Inette  
Kamienski, Christine

Other

Noontime Activity	Mark Huntley/Joyce Ksander
ASB Activities Director	Dianna Abold
Yearbook Advisor	Dianna Abold
Ind. Study Coordinators	Dianna Abold/Cathy Fleming
Computer Lab	Mark Huntley

6. Approve employment of the following assignments at Murdock for the 2014/15 school year:

Yard Duty Supervisors/Crossing Guards

Bettencourt, Tarra	Imhoff, Stacy
Breuss, Barbara	Mokler, Theresa
Cooper, Reanna	Morton, Peggy
Davis, Alyssa	Tutsch, Laurin
Hickman, Dorene	

Other

Ind. Study Coordinator	Kathy Parsons
Lunch Detention	Josh Niehues

**D. BUSINESS SERVICES**

1. Approve budget revision summary.
2. Approve warrants from 8/6/14 through 8/27/14.

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

**(CONSENT VOTE)**

**AYES: Knight, Ward & Geiger**

**NOES: None**

**ABSENT: Parisio & Munguia**

**MOTION PASSED: 3-0-2**

**7. 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 0410	Nondiscrimination in District Programs and Activities
BP 2210	Administrative Discretion Regarding Board Policy
BP 3551	Food Service Operations/Cafeteria Fund
BP 4111	Recruitment and Selection
BP 4131	Staff Development (Certificated Personnel)
BP 4231	Staff Development (Classified Personnel)
BP 4331	Staff Development (Administrative & Supervisory Personnel)
BP 5123	Promotion/Acceleration/Retention
BP 5141.21	Administering Medication and Monitoring Health Conditions
BP 5145.3	Nondiscrimination/Harassment
BP 5146	Married/Pregnant/Parenting Students
BP 6142.6	Visual and Performing Arts Education
BP 6142.91	Reading/Language Arts Instruction
BP 6146.1	High School Graduation Requirements
BP 6162.51	State Academic Achievement Tests
BP 6164.2	Guidance/Counseling Services
BP 6173.1	Education for Foster Youth
BP 6176	Weekend/Saturday Classes
BP 6177	Summer Learning Programs
BP 6179	Supplemental Instruction
BP 7214	General Obligation Bonds

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

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

**AYES: Knight, Ward & Geiger**

**NOES: None**

**ABSENT: Parisio & Munguia**

**MOTION PASSED: 3-0-2**

2. **(Action)** Approve River Jim’s Adventure Education overnight field trip to Butt Valley Reservoir from September 29-October 1, 2014. Mrs. Knight moved, seconded by Mr. Geiger, to approve River Jim’s Adventure Education overnight field trip to Butt Valley Reservoir. Discussion ensued.

**AYES: Knight, Ward & Geiger**

**NOES: None**

**ABSENT: Parisio & Munguia**

**MOTION PASSED: 3-0-2**

**B. EDUCATIONAL SERVICES**

1. **(Information/Discussion/Possible Action)** Set date for possible Special Meeting/Workshop to establish the 2014-15 WUSD Mission, Vision, and Goals and Budget Plan. Discussion ensued and the Superintendent was

directed by the Board to bring this item back for action at the October board meeting. No workshop is needed. No action taken.

**PUBLIC HEARING: A Public Hearing will be held at this time to allow for public input regarding the Sufficiency of Textbooks and Instructional Materials, pursuant to the requirements of Education Code 60119 (Pupil Textbook and Instructional Materials Incentive Account).** Mr. Ward opened the Public Hearing at 8:22 p.m. No comments were made. Mr. Ward closed the Public Hearing at 8:23 p.m.

- 2. **(Action)** Approve Resolution #2014-15-02, Sufficiency of Instructional Materials 2014-15. (Annual Requirement) Mrs. Knight moved, seconded by Mr. Geiger, to approve Resolution #2014-15-02. Roll call vote was taken.

**AYES: Knight, Ward & Geiger**

**NOES: None**

**ABSENT: Parisio & Munguia**

**MOTION PASSED: 3-0-2**

**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 2014/15 school year. Mr. Geiger moved, seconded by Mrs. Knight, to approve the establishment of the District Plan for Committee on Assignments.

**AYES: Knight, Ward & Geiger**

**NOES: None**

**ABSENT: Parisio & Munguia**

**MOTION PASSED: 3-0-2**

- 2. **(Action)** Approve the assignments of the following teachers per designated Education Code §44258.3/§44258.7 as noted:

Maria Briones	U. S. History	Grade 8
Karen Furtado	Public Speaking	Grades 7-8
Bill Shively	General Math	Grades 7-8
Kearra Gurule	Computer Literacy	Grades 7-8
Dianna Abold	Journalism/Leadership	Grades 7-8
Pam Steward	Social Studies/History	Grade 7
Joyce Ksander	Social Studies/History	Grades 7-8
Margaret Ansel	Earth Science	Grades 9-12
Patricia Perry	Economics	Grade 12
Mark Perkins	Math	Grades 9-12
Paul Gadbois	World History	Grades 10-12
Julio Garcia	Physical Education	Grades 9-12
Paul Bailey	Physics	Grades 9-12

Mr. Geiger moved, seconded by Mrs. Knight, to approve the abovementioned teacher assignments.

**AYES: Knight, Ward & Geiger**

**NOES: None**

**ABSENT: Parisio & Munguia**

**MOTION PASSED: 3-0-2**

**PUBLIC HEARING: In accord with Government Code §3547, a Public Hearing will be held at this time to allow for public input regarding the Initial Proposal (see attached) from the Willows Unified Teachers Association (WUTA) to the Willows Unified School District (WUSD) for the 2014/2015 school year.** Mr. Ward opened the Public Hearing at 8:25 p.m. No comments were made. Mr. Ward closed the Public Hearing at 8:26 p.m.

**PUBLIC HEARING: In accord with Government Code §3547, a Public Hearing will be held at this time to allow for public input regarding the Initial Proposal (see attached) from the Willows Unified School District (WUSD) to the Willows Unified Teachers Association (WUTA) for the 2014/2015 school year.**

Mr. Ward opened the Public Hearing at 8:27 p.m. No comments were made. Mr. Ward closed the Public Hearing at 8:28 p.m.

3. **(Action)** Approve the Initial Proposal from the Willows Unified School District to the Willows Unified Teachers Association for the 2014/2015 school year. Mrs. Knight moved, seconded by Mr. Geiger, to approve the Initial Proposal from the Willows Unified School District to the Willows Unified Teachers Association for the 2014/15 school year.

**AYES: Knight, Ward & Geiger**

**NOES: None**

**ABSENT: Parisio & Munguia**

**MOTION PASSED: 3-0-2**

**D. BUSINESS SERVICES**

1. **(Discussion/Possible Action)** Fiscal and Program Sustainability Plan. Dr. Geivett explained that the Plan has been updated as of the last board meeting. He has some recommendations for the Board to consider in no particular order.

(a) 3.9 hr./day Maintenance I position and/or Utility position (\$17,173/yr.); and

(b) 3.9 hr./day Custodial position (\$15,179/yr.); and/or

(c) A combined position of both (a) and (b) (\$47,957/yr. – would include benefits). A combination of both positions could possibly need to have a job description created and get approval from the bargaining team.

Mr. Geiger moved, seconded by Mrs. Knight, to approve flying a 3.9 hr./day Maintenance I and/or Utility position; a 3.9 hr./day Custodial position; or a full-time combined position of both.

**AYES: Knight, Ward & Geiger**

**NOES: None**

**ABSENT: Parisio & Munguia**

**MOTION PASSED: 3-0-2**

The next recommendation Dr. Geivett presented to the Board was:

(d) Increase the MES Library Media Specialist position an additional 3.9 hours per day. He stated this would make this position a full-time position with benefits (\$31,635/yr.).

Mr. Geiger moved, seconded by Mrs. Knight, to approve an additional 3.9 hours per day to the current MES Library Media Specialist position. Discussion ensued regarding the population of MES and the need for the increased hours for this position.

**AYES: Knight, Ward & Geiger**

**NOES: None**

**ABSENT: Parisio & Munguia**

**MOTION PASSED: 3-0-2**

Dr. Geivett's next recommendation was for:

(e) 3.9 hr./day Instructional Aide I position for the TK Program at Murdock (\$9,102). The program will have 23 students (4 year olds) after the fall break. Mrs. Knight moved, seconded by Mr. Geiger, to approve an Instructional Aide I position for the TK Program.

**AYES: Knight, Ward & Geiger**

**NOES: None**

**ABSENT: Parisio & Munguia**

**MOTION PASSED: 3-0-2**

Dr. Geivett's final recommendation of the evening was for:

(f) An additional one hour/day for the Accounts Payable position at the District Office (\$7,828). This would bring that position up to 6.5 hrs./day and help with the clerical support for the MAA Program and secretary for DSLT (currently going on a time card). Mrs. Knight moved, seconded by Mr. Geiger, to approve increasing the Accounts Payable position at the District Office by one hour per day.

**AYES: Knight, Ward & Geiger**

**NOES: None**

**ABSENT: Parisio & Munguia**

**MOTION PASSED: 3-0-2**

2. **(Action)** Approve Resolution #2014-15-03, Local Reserves Cap. Mrs. Beymer explained to the Board that Governor Brown wants to establish a maximum reserve cap for all California schools. Advocates for schools

do not believe the one size fits all method will work for all California schools, especially those in rural California. More discussion ensued regarding this resolution.

Mr. Geiger moved, seconded by Mrs. Knight, to approve Resolution #2014-15-13. Roll call vote was taken.

**AYES: Knight, Ward & Geiger**

**NOES: None**

**ABSENT: Parisio & Munguia**

**MOTION PASSED: 3-0-2**

8. **ANNOUNCEMENTS**

8.1 Back to School Nights are as follows:

WCHS Tuesday, September 9<sup>th</sup> at 6:00 p.m.

WHS Thursday, September 11<sup>th</sup> at 6:00 p.m.

8.2 Monday, September 22, 2014, is a non-instructional student day and professional development day for certificated employees. **Some classified employees will also attend.**

8.3 There will be a district-wide break from September 29-October 3, 2014.

8.4 The next Regular Board Meeting will be held on October 9, 2014, at 7:00 p.m. at the Willows Civic Center.

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

At 8:53 p.m., the Board took a short recess after the Regular Meeting before going into Closed Session. President Ward stated that he will report out in Open Session upon the conclusion of Closed Session.

10. **CLOSED SESSION**

Closed Session began at 9:09 p.m.

10.1 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**

10.1 Announcement of Action Taken in Closed Session

At 9:40 p.m., the meeting reconvened to Open Session. President Ward reported out:

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

12. **ADJOURNMENT**

The meeting adjourned at 9:41 p.m.