

# WILLOWS UNIFIED SCHOOL DISTRICT

Regular Meeting – December 8, 2016

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. Members present were: Mr. Ward, Mr. Geiger, Mrs. Taylor, and Mr. Parisio. Members Absent: Mrs. Knight
- 1.2 Welcome to Visitors
- 1.3 Flag Salute was led by David Johnstone.

### 2. ORGANIZATIONAL MEETING

- 2.1 Swearing In of New Board Members.  
Superintendent, Dr. Mort Geivett, conducted the swearing in and administered the Oath of Office to current members, Mr. Geiger and Mr. Ward.
- 2.2 **(Action)** Election of Officers – President; Vice-President; Clerk.  
Mr. Geiger nominated Mr. Parisio for the office of President. Nominations were closed.  
**AYES: Ward, Geiger, Taylor & Parisio**  
**NOES: None**  
**ABSENT: Knight**  
**MOTION PASSED: 4-0-1**

#### **President Parisio began presiding over the meeting.**

- Mr. Ward nominated Mrs. Taylor for the office of Vice-President. Nominations were closed.  
**AYES: Ward, Geiger, Taylor & Parisio**  
**NOES: None**  
**ABSENT: Knight**  
**MOTION PASSED: 4-0-1**
- Mr. Geiger nominated Mr. Ward for the office of Clerk. Nominations were closed.  
**AYES: Ward, Geiger, Taylor & Parisio**  
**NOES: None**  
**ABSENT: Knight**  
**MOTION PASSED: 4-0-1**
- 2.3 **(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.  
**AYES: Ward, Geiger, Taylor & Parisio**  
**NOES: None**  
**ABSENT: Knight**  
**MOTION PASSED: 4-0-1**
- 2.4 **(Action)** Authorization of Signatures.  
Mr. Geiger moved, seconded by Mrs. Taylor to authorize the newly elected officers to sign documents on behalf of the Board.  
**AYES: Ward, Geiger, Taylor & Parisio**  
**NOES: None**  
**ABSENT: Knight**  
**MOTION PASSED: 4-0-1**
- 2.5 **(Action)** Approve Resolution #2016-17-09, Board Member Compensation.  
Mrs. Taylor moved, seconded by Mr. Geiger to approve Resolution #2016-17-09. Roll call vote was taken.  
**AYES: Ward, Geiger, Taylor & Parisio**  
**NOES: None**  
**ABSENT: Knight**  
**MOTION PASSED: 4-0-1**

- 2.6 **(Discussion/Possible Action)** Review/Modify Schedule of Regular Meetings for the Year.  
Mr. Geiger moved, seconded by Mrs. Taylor to approve the current Schedule of Regular Meetings for the Year.  
**AYES: Ward, Geiger, Taylor & Parisio**  
**NOES: None**  
**ABSENT: Knight**  
**MOTION PASSED: 4-0-1**
- 2.7 **(Discussion/Possible Action)** Review/Modify Board Calendar.  
Mrs. Taylor moved, seconded by Mr. Geiger to approve the current Board Calendar.  
**AYES: Ward, Geiger, Taylor & Parisio**  
**NOES: None**  
**ABSENT: Knight**  
**MOTION PASSED: 4-0-1**
- 2.8 **(Action)** Designate Board Representatives as needed  
a. Educators' Hall of Fame Committee (2 members): Michelle Knight and Alex Parisio  
b. District-School Leadership Team (1 member): Buck Ward  
c. Budget Committee (1 member): Jeromy Geiger  
Mr. Geiger moved, seconded by Mrs. Taylor to appoint the abovementioned Board members as representatives to the listed committees.  
**AYES: Ward, Geiger, Taylor & Parisio**  
**NOES: None**  
**ABSENT: Knight**  
**MOTION PASSED: 4-0-1**

3. **AGENDA/MINUTES**

- 3.1 Approve the Agenda for December 8, 2016.  
Mr. Ward moved, seconded by Mr. Geiger to approve the Agenda for December 8, 2016.  
**AYES: Ward, Geiger, Taylor & Parisio**  
**NOES: None**  
**ABSENT: Knight**  
**MOTION PASSED: 4-0-1**
- 3.2 Approve the Minutes of the Regular Meeting of November 3, 2016.  
Mr. Geiger moved, seconded by Mr. Ward to approve the Minutes of the Regular Meeting of November 3, 2016.  
**AYES: Ward, Geiger, Taylor & Parisio**  
**NOES: None**  
**ABSENT: Knight**  
**MOTION PASSED: 4-0-1**

4. **RECOGNITION OF RETIREE**

- 4.1 Linda Carney - Evone LaCombe, Dr. Mort Geivett, and Steve Sailsbery all thanked Mrs. Carney for her service and spoke about what a great job she did over her 17 years at WUSD. She was not only a Clerical Aide II in the Cafeteria, but she also taught Parenting and Life Skills classes to students at Willows Community High School. She will be missed.

5. **PUBLIC COMMENTS** - None

6. **REPORTS**

- 6.1 **Employee Associations (WUTA & CSEA)** – No reports.
- 6.2 **Principals**  
**(MES) Mr. Montana reported:**
- There will be a parent volunteer breakfast on December 9, 2016, at 7:45 a.m. Each staff member has invited at least two parents who have made a difference in their classroom.

- Mr. Montana distributed and went over an enrollment report for MES. Current enrollment is 618 students.

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

- No Report

**(WHS) Mr. Johnstone reported:** At this time, the Board approved Mr. Johnstone to discuss Agenda Item #8B-1, WHS Athletic Grading Policy and Procedures. Mr. Johnstone distributed and went over the changes to the WHS Athletic Grading Policy. Dr. Geivett and Mr. Bazan met and changed the policy, so if a student has an F in any class during the two week period, they cannot compete until they submit a Plus Athlete Grade Check on Friday showing they no longer have an F. This is different from the previous policy in which a student could also demonstrate diligent effort in improving the grade in order to be eligible to compete.

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

- Enrollment is 21 students with 2 or 3 more coming in the near future.
- Students are still working with the residents at the Willows Care Facility. As the weather changes, students will be doing arts and crafts instead of P.E. They are also continuing to work on their digital storytelling projects.
- Merry Christmas and Happy New Year to everyone.

**6.3 Associated Student Body Report - No report**

**6.4 Director of Business Services – Debby Beymer reported:**

- Working on the 1<sup>st</sup> Interim report.
- Reviewed the draft independent auditor’s report. There is one finding connected to the Free and Reduced Meal program. One student was flagged as “reduced priced” in our meal program instead of “paid.” There will be a penalty tied to that. It’s a timing issue, as information from our meal program has to be manually pushed into our student information system program (Aeries) before uploading our data into CALPADS, and this had been done when there was still an application pending. Safeguards have been put into place, so this won’t happen again.

**6.5 Director of State & Federal Programs – Ellen Hamilton reported:**

- The LCAP template has changed again. There are 5 new components. The rubrics will be available in January.
- ESSA is still not in place as everyone is waiting for the new administration to review the existing regulation.

**6.6 Superintendent – Dr. Mort Geivett reported:**

- A debriefing occurred within the district regarding the lockdown that happened in November to go over what worked and what didn’t work. A meeting is scheduled with local law enforcement to make sure procedures and protocols are followed.
- Day of Volunteer was December 5, 2016. It is not too late to send out a thank you card to someone who makes a difference in our schools.
- Golden State Risk Management Association has asked that the Board be made aware of all activities/events that the Boosters and PTOs are holding. Here is a list of those events that are upcoming:
  - MES PTO: Spaghetti Dinner in February
  - WIS PTO: 3 on 3 Basketball Tourney/Family Day; 6<sup>th</sup> Grade Movie Night in January
  - WHS Boosters: Wine & Dine Dinner in January
  - Music Boosters: Lamb Derby Walk/Run in May

**6.7 Board of Education Members**

**Mr. Ward reported:**

- Personally wanted to thank all our school employees and volunteers for what they do for our schools.
- Good job to our Fall Athletics programs for a great season.
- Merry Christmas to everyone.

**Mr. Geiger reported:**

- Merry Christmas to everyone.
- Thank you to the community for their support of our schools. The Boosters raised over \$7,500 on the Tri Tip Booth during the football season.

**Mrs. Taylor reported:**

- Thank you to the Willows community for passing Measure B.
- Attended the WHS Winter Band Concert. It was well attended and a great night of music. Thank you to Mr. West for his dedication to the band students. It certainly showed in their performance.
- Congratulations to the Fall sports teams for making the playoffs.

- Thank you to all our volunteers in the District.
- Merry Christmas and Happy New Year.

**Mr. Parisio reported:**

- Thank you to all the volunteers who work within all the PTOs and Boosters organizations.
- Thank you to the community for the support of the bond and our schools.

**7. CONSENT CALENDAR**

**A. GENERAL**

1. Accept donation from Cynthia Parks/Joyful Noise Preschool in the amount \$160.00 to go towards the Murdock Kindergarten classes.
2. Accept donation from Wal Mart in the amount of \$1,500.00 for MES.
3. Accept donation from Shilo Springstead in the amount of \$60.00 to go towards Mrs. Amaro's 2<sup>nd</sup> grade class.
4. Accept donation from Willows Ag Boosters in the amount of \$1,397.26 to go towards a water filling station/water fountain for the WHS Ag Department Buildings.

**B. EDUCATIONAL SERVICES**

1. Approve Interdistrict Requests for Students #16-17-17 through #16-17-19 to attend school in another district for the 2016/17 school year.

**C. HUMAN RESOURCES**

1. Approve employment of Holly Mojica to the position of Instructional Aide I (WIS Opportunity), effective 12/12/16.
2. Approve Maternity/Child Rearing leave request for Annie Mascadri, MES 1<sup>st</sup> Grade teacher, to commence approximately March 10, 2017, and ending approximately May 31, 2017.
3. Approve Rich Warren as a WHS Volunteer Wrestling Coach for the 2016-17 school year.
4. Approve Classified Substitute List.

**D. BUSINESS SERVICES**

1. Approve budget revision summary.
2. Approve warrants from 11/2/16 through 11/30/16.

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

**AYES: Ward, Geiger, Taylor & Parisio**

**NOES: None**

**ABSENT: Knight**

**MOTION PASSED: 4-0-1**

**8. DISCUSSION/ACTION CALENDAR**

**A. GENERAL**

1. **(Action)** Approve Resolution #2016-17-10 Certifying All Proceedings in the November 8, 2016, General Obligation Bond Election.  
Mr. Geiger moved, seconded by Mrs. Taylor to approve Resolution #2016-17-10 Certifying All Proceedings in the November 8, 2016, General Obligation Bond Election. Roll call vote was taken.  
**AYES: Ward, Geiger, Taylor & Parisio**  
**NOES: None**  
**ABSENT: Knight**  
**MOTION PASSED: 4-0-1**
2. **(Information/Discussion)** Bond Information. Michael Riemenschneider, with Eastshore Consultants, distributed information and discussed the next steps to take since passing the bond.
3. **(Information/Possible Action)** Citizen's Oversight Committee for the Bond. WUSD has 60 days to implement a 7 member CBOC which must include one member of the following groups: business organization member, senior citizens' association member, bona-fide taxpayer association member, parent/guardian, parent that represents a PTO or School Site Council.

Mr. Geiger moved, seconded by Mrs. Taylor to draft an application, make it available on our district website, and publicize it in our local newspapers.

**AYES: Ward, Geiger, Taylor & Parisio**

**NOES: None**

**ABSENT: Knight**

**MOTION PASSED: 4-0-1**

- 4. **(Action)** Second Reading of the following additions/deletions/changes to Board Policies per CSBA’s Policy Guidesheet Recommendations:

BP 1230	School-Connected Organizations
BP 2121	Superintendent’s Contract
BP 3311	Bids
BP 3541.2	Transportation for Students with Disabilities
BP 3580	District Records
BP 4030	Nondiscrimination in Employment
BP 4112.21	Interns
BP 4117.13/4317.13	Early Retirement Option
BB 9222	Resignation
BP 9321	Closed Session Purposes and Agendas

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

Mr. Geiger moved, seconded by Mrs. Taylor to approve the additions/deletions/changes to Board Policies per CSBA’s Policy Guidesheet recommendations.

**AYES: Ward, Geiger, Taylor & Parisio**

**NOES: None**

**ABSENT: Knight**

**MOTION PASSED: 4-0-1**

- 5. **(Action)** Approve Williams Settlement – Willows Unified School District 2016-17 Glenn County Schools Deciles 1-3 Report.

Mrs. Taylor moved, seconded by Mr. Geiger to approve the Williams Settlement – Willows Unified School District 2016-17 Glenn County Schools Deciles 1-3 Report.

**AYES: Ward, Geiger, Taylor & Parisio**

**NOES: None**

**ABSENT: Knight**

**MOTION PASSED: 4-0-1**

**B. EDUCATIONAL SERVICES**

- 1. **(Information/Discussion)** WHS Athletic Grading Policy and Procedures. This item was discussed during the WHS Report.

**C. HUMAN RESOURCES**

- 1. **(Discussion/Possible Action)** WHS/WIS/MES Assistant Principal Personnel Change, effective January 3, 2017. Due to health conditions, Mr. Bazan has requested to change his position from WHS/WCHS Assistant Principal and Athletics Director to WIS/MES Assistant Principal. After discussion with site administrators and Mr. Drury, Dr. Geivett and the WUSD Management Team was in favor of making this change for the second semester. Dr. Geivett will re-evaluate this change in the Spring.

Mr. Geiger moved, seconded by Mrs. Taylor to approve and allow Dr. Geivett to make the administration changes that are necessary effective January 3, 2017.

**AYES: Ward, Geiger, Taylor & Parisio**

**NOES: None**

**ABSENT: Knight**

**MOTION PASSED: 4-0-1**

**D. BUSINESS SERVICES**

- 1. **(Action)** Annual Developer Fee Report.

Mr. Geiger moved, seconded by Mrs. Taylor to approve the Annual Developer Fee Report.

**AYES: Ward, Geiger, Taylor & Parisio**

**NOES: None**

**ABSENT: Knight**

**MOTION PASSED: 4-0-1**

9. **ANNOUNCEMENTS/UPCOMING EVENTS**

- 9.1 The WIS Holiday Concert will be on December 15, 2016, at 6:00 p.m. in the WIS Cafeteria.
- 9.2 December 16, 2016, is a district-wide Minimum Day.
- 9.3 There will be a district-wide break from December 19, 2016 – January 2, 2017. School resumes on January 3, 2017.
- 9.4 The next Regular Board Meeting will be held on January 12, 2017, at 7:00 p.m. at the Willows Civic Center.

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

At 8:47 p.m., the Board took a short recess after the Regular Meeting before going into Closed Session. President Parisio will report out in Open Session upon the conclusion of Closed Session.

11. **CLOSED SESSION**

Closed Session began at 8:55 p.m.

- 11.1 Pursuant to Government Code §54957.6: Conference with Labor Negotiator – Agency Negotiator: Mort Geivett. Employee Organization: WUTA/CSEA, Non-Represented: Management and Confidential
- 11.2 Pursuant to Government Code §54956.9(a): Conference with Legal Counsel: Existing Litigation (one case) Paul Bailey v. Willows USD et. al., Case No. 16CV01592.

12. **RECONVENE TO OPEN SESSION**

12.1 Announcement of Action Taken in Closed Session

At 9:30 p.m. the meeting reconvened to Open Session. President Parisio reported out:

- Item 11.1: Direction given to the Superintendent.
- Item 11.2: Update given to the Board.

13. **ADJOURNMENT**

The meeting adjourned at 9:31 p.m.