

WILLOWS UNIFIED SCHOOL DISTRICT

Regular Meeting – September 5, 2019

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: Jeromy Geiger, Michelle Knight, Alex Parisio, Gina Taylor, and Buck Ward.
- 1.2 Welcome to Visitors
- 1.3 Flag Salute was led by Patricia Farrell.

2. AGENDA/MINUTES

- 2.1 Approve the Agenda for September 5, 2019.
Mrs. Knight moved, seconded by Mrs. Taylor to approve the Agenda for September 5, 2019.
AYES: Geiger, Knight, Parisio, Taylor, and Ward.
NOES: None
MOTION PASSED: 5-0
- 2.2 Approve the Minutes of the Regular Meeting of August 1, 2019.
Mr. Ward moved, seconded by Mr. Geiger to approve the Minutes of the Regular Meeting of August 1, 2019.
AYES: Geiger, Knight, Parisio, Taylor, and Ward.
NOES: None
MOTION PASSED: 5-0

3. PUBLIC COMMENTS - None

4. PRESENTATIONS

4.1 New Staff Member Introductions

WCHS – Dr. Geivett introduced Forrest Bateman, teacher, Mr. Bateman was not in attendance due to football practice.

MES – Shirley Williams introduced her new staff members:

- Melody Blu, PE Teacher – was not in attendance due to surgery
- Hunter Thompson, Counselor – was not in attendance as he was introduced at the last board meeting
- Jessica Rodriguez – 3rd grade teacher
- Josh Molchen – Opportunity teacher
- Patricia Farrell – 2nd grade teacher

WIS – Steve Sailsbery introduced his staff members:

- Kaitlyn Hiller – 7/8 grade math teacher

WHS – David Johnstone introduced his staff members:

- Lucas Arnese – Art teacher
- Nikeedra Davis – PE teacher

- 4.2 Every 15 Minutes Program – April Hine, GCOE Prevention Specialist/Friday Night Live Coordinator, presented information on the Every 15 Minutes Program that they want to schedule at WHS in the spring. Discussion surrounded potential modifications to the program. Mrs. Hine asked if the District could provide additional funding for the program, above and beyond what the grant pays for. The Board requested this item be brought back at the next meeting to discuss what and if any modifications need to be made and also if the District wishes to provide additional funding.

5. REPORTS

5.1 **Employee Associations (WUTA & CSEA)**

WUTA – No report

CSEA – CSEA President Kathleen Morrison reported:

- Attended CSEA conference in Las Vegas.
- Negotiations are slow going. Discussed proposal of raising salaries to meet minimum wage increases. Shared concerns about starting new employees at higher steps than current employees. Also shared concerns regarding not being able to negotiate for the 2019/20 school year. Asked if the Board would be willing to negotiate for salaries and benefits for the 2019/20 school year and asked the Board if there was a legitimate reason for not negotiating salaries and benefits for 2019/20 school year. Also asked if the Board would consider adding back some custodial time.
- On campus during the day at MES and WIS helping with yard duty and crossing guard. Enjoyed the dance at MES – seeing various community members in attendance.

5.2 Associated Student Body Report – Hanna Parisio reported:

- Activity Night was very well attended and went well.
- Planning the Battle of the Axe Rally.
- Homecoming theme is going to be “Holidays”.
- Mr. Johnstone has asked ASB to work on a new dress code.

5.3 Principals

WIS – Steve Sailsbery reported:

- Congratulations to Jessa McCarty who had a baby boy earlier in the day.
- Josh Kelly donated a new California and US flag to WIS.
- Social Media presentation was made to students by the SMART Team and Resource Officer.
- Back to School Night was held on August 21, 2019, and wasn’t as well attended as in years past.
- Restorative Practices staff development and implementation continues.
- Rally on August 30, 2019, turned out very well.
- AED and “Stop the Bleed” training will be held on September 16, 2019.
- WIS Instructional Observational and Reflection day will be held on September 18, 2019.
- Watermelon feed will be held on September 19, 2019.
- 6th grade River Jim trips will be held on September 20th and September 27th.
- Distributed and discussed a flyer explaining a new Perfect Attendance program that happens each week. If students are not late or miss any part of a day during an entire week they will have their names go into a drawing. Each Friday five students will either “Spin the Wheel” or play “Plinko” for prizes. Hope this will help encourage students to get to school on time and not miss any school.

WHS – Mr. Johnstone reported:

- ASB has made changes. Proud of advisors Caleb Fleming and Nikeedra Davis. Students are dedicated to school spirit and making decisions in the best interest of all students.
- ASB Activity Night was well attended and went very well.
- Hats off to staff as the year has started off with an amazing vibe. Thank you to maintenance and custodial staff who continually make WHS look great.
- Held a UDL (Universal Design for Learning) training at the last Collaboration Day. Main focus was curriculum and how to make it fit students and give all students equal ways to learn. Teachers design learning experiences in flexible ways to meet the needs of individual learners.
- Attendance for Back to School Night was a bit low, but the band performed and did a phenomenal job prior to classroom visits.
- Teacher observations have begun, and administration is seeing some great teaching. Excited about SIP rounds coming up where teachers get to observe best practices and share and discuss how to implement new ideas in classrooms with other teachers.
- Working with Friday Night Live Club on implementing the Every 15 Minutes program in the spring.
- Met with the SMART Team, and they have suggested suicide prevention presentations for all 9-12 grade students. These will be class presentations by county staff. Additionally, county will provide ongoing services for students and staff throughout the year.
- Met with the tobacco intervention specialist through GCOE regarding providing services to students who want to quit smoking. This includes vaping, which is a big concern.
- Student involvement in sports and clubs is booming. A number of service clubs have begun this year.
- Green House has been cleaned up and has a number of projects going on.
- Robotics Club presented at the Boosters meeting and received \$1,500.00 for their club. Looking at other funding sources to help support the club.

- Attended a luncheon at Manville along with Brandon McCorkle, Staci Alves, and WHS Farm Operations students. Manville has donated safety gear to the welding shop, and they are very thankful for the support.
- Fall sports are going well and gearing up for successful seasons. Battle of Axe rally, football game, and Battle of Mace are all coming up.
- Greg Kitchen reported:
 - Currently working on creating an online referral system instead of teachers sending referrals by paper.
 - First Saturday School will be held on September 7, 2019.
 - Two discipline areas being focused on are: attendance (cuts/tardies) and cell phone use in the classroom.
 - Many hosting schools have canceled Cross Country meets. Working with Coach Stupey to add some to the schedule. Placed 2nd in the Oroville meet.
 - Girls' Tennis is up and running. Record is currently 9-0.
 - Swimming had its first meet, and many students broke personal records.
 - Football withstood some early season disciplinary dismissal of players. Coach Rakestraw and his staff are doing well to promote a successful culture for student athletes that emphasizes good citizenship at school. Looking ahead at next year's schedule.
 - Game day personnel (gate) have been assigned for the upcoming season.
 - Volleyball schedule has been ever-changing, adding games and moving games around.
 - Contacted NHFS regarding issues with live streaming the first couple of volleyball games. Cameras have been reset, and a few test events were successfully conducted.
 - Winter sports schedules are 90% complete. Paradise backed out of SVL, so there are two dates in January/February that will be difficult to fill as most teams have already filled their schedules.
 - Coaches have been getting their certifications completed.

MES – Ms. Williams reported:

- Thank you to all staff for all they did for Back to School Night. Attendance was good, but can do better.
- First CatapultEMS drill was held and had 81% of staff respond, and accounted for 93% of students within 3-4 minutes.
- Williams Settlement visit occurred which is when GCOE makes sure there are enough textbooks for all students. MES was found to be in compliance with all four curricular areas.
- Math-a-thon will be held on September 20, 2019, with the highest two students per grade level getting to throw a pie in the Principal or Assistant Principal's face.
- "Git Up" Dance was a great turn out and a lot of fun. Will do something like it again in October or November with a different dance, possibly the "cupid shuffle."
- First School Site Council meeting will be held on September 25, 2019.
- First ELAC meeting will be held on September 14, 2019.
- Working with staff on how to best utilize interventions for this school year.
- Enrollment is 614 students.

WCHS – Dr. Geivett reported:

- Enrollment is 32 students.
- Welcome to Forrest Bateman who has been a great addition to the staff.
- Hope to have 15-18 graduates this year if they do what is needed.
- September 9th is picture day.

5.4 Director of Business Services – Debbie Costello reported:

- Unaudited Actuals will be on the October agenda. Auditors will be here October 10-11, 2019, for the final visit of the year. The audited financial report will be presented at the December meeting.
- New bus is on track to be delivered by September 19, 2019. Expect to have the required child safety equipment installation and CHP inspection completed quickly, hoping to have the bus in service the following week. As a condition of the grant, Bus #8 will be disposed of shortly thereafter.
- Cristina Ocampo has made dramatic improvements to the salad bars at all three schools and significant improvements to menu offerings at the high school for both breakfast and lunch. She is continuing to work on improvements for MES and WIS that will keep us compliant with meal pattern requirements for those grade levels. Planning to solicit feedback via online surveys and are hoping to hold "tastings" in the near future.

- In analyzing additional ways to serve students more effectively and efficiently in the cafeterias, changes will be made to serving areas in the following ways:
 - MES – will be reconfiguring the entry to the cafeteria and the serving line, basically in reverse of the current format. Students will enter from the rear of the cafeteria and start at the salad bar, then to the entrée, get milk, and exit at the points of sale. Looking to replace the lunch and breakfast cards with a finger-tip scanner. These measures will eliminate the student lines at the front of the campus during lunch service, expedite students getting through the line thus allowing more time for them to eat their meal, and reduce less effective practices.
 - WIS – will be reconfiguring the hot lunch line in the cafeteria to double the serving capacity with double sided salad bar and two hot lunch lines. Pin pad readers will be installed at the point of sale stations at the end of each hot lunch line (using existing student ID numbers). This should expedite the check-out process, increase the capacity to serve students, and provide them with more time to eat.
 - WHS – installing a pin pad at the end of the serving line to increase efficiency and eliminate the need to have an additional employee processing each transaction at the point of sale.

5.5 Director of State & Federal Programs – No report

5.6 Superintendent – Dr. Geivett reported:

- Attempting to secure a vendor/plumber to install and replace most of the drinking fountains throughout the district. This is all part of the successful California Water Board grant.
- District has been down two employees in the maintenance department, specifically grounds. Substitutes have been secured to fill in as available. Both positions have been filled, the first starting September 9th and the second starting on September 16th.
- Happy to welcome the new employees to the District.
- Distributed a letter from Deputy Tricia Alves, the new School Resource Deputy. Looking forward to working with her.
- Finalizing the agenda for the District-wide inservice day on September 16, 2019.
- District is in need of a new lawnmower. Current mower is fairly old and in constant need of repair.
- Golden State Risk Management will be holding its annual conference October 23-24, 2019.
- Music Boosters will be holding two fundraisers:
 - Round Table Pizza/Bake Sale on September 24, 2019.
 - Bunco on November 7, 2019.

5.7 Board of Education Members

Mr. Ward reported:

- Attended Back to School Nights at a couple of sites to include WCHS where they had a great barbecue.
- Looking forward to Football season. Asked the Athletic Director to make sure scores get into the newspaper.

Mrs. Knight reported:

- Attended MES Back to School Night. Noticed some of the carpets in the classrooms were in need of replacement. Should consider carpet squares.

Mr. Parisio reported:

- Attended WHS Back to School Night. Decent turn out and the band was great. Nice welcome for parents.
- Attended several volleyball games. Girls are doing very well.

Mrs. Taylor reported:

- Attended the Back to School Luncheon.
- Attended WHS Back to School Night. Thought it was a great turn out, but not many parents represented in the classrooms. Thank you for all those who attended.
- Thank you to all Booster clubs and their volunteers for supporting our schools.
- Butte class was transferred to the high school due to wi-fi connection. Should work on ensuring students can access internet at WCHS.
- Appreciate all the changes within Food Service.
- Shared concerns regarding the dress code at WHS.

Mr. Geiger reported: No report

6. CONSENT CALENDAR

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

AYES: Geiger, Knight, Parisio, Taylor, and Ward.

NOES: None

MOTION PASSED: 5-0

2. **(Information)** First Reading of the following additions/deletions/changes to Board Policies per CSBA’s Policy Guidesheet Recommendations:

BP 1112	Media Relations
BP 3551	Food Service Operations/Cafeteria Fund
BP 4119.24/4219.24/4319.24	Maintaining Appropriate Adult-Student Interactions
BP 4218	Dismissal/Suspension/Disciplinary Action
BP 5123	Promotion/Acceleration/Retention
BP 5136	Gangs
BP 6142.2	World Language Instruction
BP 6145.6	International Exchange
BP 6174	Education for English Learners
BP 6179	Supplemental Instruction
BB 9321	Closed Session
BB 9321.1 (Deleted)	Close Session Actions and Reports

Information Only – no action taken

B. EDUCATIONAL SERVICES

1. **PUBLIC HEARING:** A Public Hearing will be held at this time to allow for public input regarding the Sufficiency of Textbooks or Instructional Materials, pursuant to the requirements of Education Code 60119 (Public Hearings, Instructional Materials).

President Geiger opened the Public Hearing at 8:51 p.m. No comments were made. President Geiger closed the Public Hearing at 8:52 p.m.

2. **(Action)** Approve Resolution #2019-20-01, Sufficiency of Instructional Materials 2019/20. (Annual Requirement).

Mrs. Taylor moved, seconded by Mrs. Knight to approve Resolution #2019-20-01, Sufficiency of Instructional Materials 2019/20.

AYES: Geiger, Knight, Parisio, Taylor, and Ward.

NOES: None

MOTION PASSED: 5-0

3. **(Action)** Approve ELD Master Plan.

Mr. Geiger moved, seconded by Mrs. Taylor to approve the ELD Master Plan.

AYES: Geiger, Knight, Parisio, Taylor, and Ward.

NOES: None

MOTION PASSED: 5-0

4. **(Action)** Approve District and School Site Parent and Family Engagement Policies.

Mrs. Knight moved, seconded by Mr. Geiger to approve the District and School Site Parent and Family Engagement Policies.

AYES: Geiger, Knight, Parisio, Taylor, and Ward.

NOES: None

MOTION PASSED: 5-0

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 2019/20 school year.

Mrs. Taylor moved, seconded by Mr. Parisio to approve the establishment of the District Plan for Committee on Assignments in accordance with Education Code §44258.7 (c) and (d) for the 2019/20 school year.

AYES: Geiger, Knight, Parisio, Taylor, and Ward.

NOES: None

MOTION PASSED: 5-0

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

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Maria Briones	U.S. History	Grade 8
	Conversational Spanish	Grades 7-8
Jennifer Carriere	Computer Science I	Grade 9-12
Caleb Fleming	Physics	Grades 11-12
Inette Howard	U.S. History	Grade 8
Joyce Ksander	Social Studies/History	Grades 7-8
Eloise Lengyel	AP Computer Science	Grade 10-12
Jessa McCarty	Computer Literacy	Grade 7-8
Leah Nunes	Computer Apps	Grades 9-12
Jessie Proctor	AP Psychology	Grades 11-12
Pam Steward	Art	Grade 7-8

Mrs. Knight moved, seconded by Mrs. Taylor to approve the abovementioned teaching assignments per Education Code §44258.3/§44258.7.

AYES: Geiger, Knight, Parisio, Taylor, and Ward.

NOES: None

MOTION PASSED: 5-0

D. BUSINESS SERVICES

8. ANNOUNCEMENTS

8.1 Monday, September 16, 2019 is a non-instructional student day and professional development day for employees.

8.2 There will be a district-wide break September 30 - October 4, 2019.

8.3 The next Regular Board Meeting will be held on October 10, 2019.

9. PUBLIC COMMENTS REGARDING CLOSED SESSION ITEMS - None

At 8:56 p.m., the Board took a short recess after the Regular Meeting before going into Closed Session. President Geiger will report out in Open Session upon the conclusion of Closed Session.

10. CLOSED SESSION

Closed Session began at 9:05 p.m.

10.1 Pursuant to Government Code §54957.6: Conference with Labor Negotiator – Agency Negotiator: Mort Geivett. Employee Organizations: WUTA, CSEA, Management, Confidential, and Non-Represented.

10.2 Pursuant to Government Code §54956.9(b): Conference with Legal Counsel: Anticipated Litigation (one case)

11. RECONVENE TO OPEN SESSION

11.1 Announcement of Action Taken in Closed Session

At 9:19 p.m., the meeting reconvened to Open Session. President Geiger reported out:

Item 10.1: Update given to the Board.

Item 10.2: Update given to the Board.

12. ADJOURNMENT

Meeting was adjourned at 9:20 p.m.