

**WILLOWS UNIFIED SCHOOL DISTRICT BOARD OF EDUCATION**

**Regular Meeting – September 4, 2008**

**Regular Session 7:00 P.M.**

**Willows City Council Chambers**

**201 N. Lassen Street, Willows, CA 95988**

**AGENDA**

**1. CALL TO ORDER**

- 1.1 Roll Call
- 1.2 Welcome to Visitors
- 1.3 Flag Salute

**2. AGENDA/MINUTES**

- 2.1 Consider approval of Minutes for Special Meeting of 7/30/08 and Regular Meeting of 8/07/08.
- 2.2 Consider approval of Agenda for 9/04/08.

**3. ITEMS FROM THE FLOOR**

**4. REPORTS**

- 4.1 Employee Associations (WUTA & CSEA)
- 4.2 Principals
- 4.3 Independent Study Annual Report – Mr. Rutherglen
- 4.4 Director of Business Services
- 4.5 Director of Technology Services
- 4.6 Director of Transportation/Facilities Operations
- 4.7 Director of Categorical Programs
- 4.8 Superintendent
- 4.9 Governing Board Members

**5. CONSENT CALENDAR**

**A. GENERAL**

- 1. Approval of declaring as obsolete the following WHS textbooks:
  - Somos Asi I (110 books) ISBN #0821909754, c 1997, EMC Corporation
  - Somos Asi II (70 books) ISBN #0821909932, c 1997, EMC Corporation
  - Automotive Excellence (65 books) ISBN# 0028313651, c 2000, Glencoe/McGraw-Hill
  - Conceptual Physics (63 books) ISBN#0201207281, c 1987, Addison-Wesley

**B. EDUCATIONAL SERVICES**

- 1. Approve Interdistrict transfer for Students #08-09-64 through #08-09-67 to attend school in another district for the 2008/09 school year.
- 2. Approve Interdistrict transfer for Students #08-09-27 through #08-09-32 to attend school in the WUSD for the 2008/09 school year.

**C. HUMAN RESOURCES**

- 1. Ratify employment of the following as Yard Duty Supervisors at MES for 2008/09:
  - Barbara Breuss                      Elizabeth Anne Carroll
  - Debra Guzman                      Laura McClain
  - Julie Price                              Lauren Tutsch
  - Rose Mary (Boots) Wampler – Substitute
- 2. Ratify employment of The following Intramural Coaches at WIS for 2008/09:
  - Casey Johnson   Mike Fleming   Dave Wilson   Mark Olsen
- 3. Ratify employment of Sondra Landberg and Diana Abold as Co-Student Body Advisors
- 4. Ratify employment of Debbie Enos as Library Media Specialist at WIS.

5. Ratify temporary employment of Pam McCampbell to assist in training Mrs. Enos in the WIS library. (approximately 15 hours)
6. Approval of Alan Sinclair as Volunteer Varsity Football Coach.
7. Approval of Tony Wagenman and Tim Street as Volunteer J.V. Football Coaches.
8. Ratify employment of Mike Tate as 7<sup>th</sup> grade Girls “A” Basketball Coach and as 7<sup>th</sup> grade Boys Basketball Coach.
9. Ratify employment of Melody Bettencourt as Clerical Aide II at MES, effective 8/05/08.
10. Ratify employment of Dana Lundgren as Temporary Long-term Substitute PE Teacher.
11. Approve transfer of assignment for Sharon Busler to third grade at MES, from the Willows Elementary Community Day School.
12. Approve change of assignment for Marrienne Memmott from 2.5 hours to 3.9 hours as Instructional Aide I at MES.
13. Ratify employment of Maria Mauzey as Cafeteria Helper I for 3.5 hours/day at MES, Dorothy Fraser as Cafeteria Helper I for 3.9 hours/day at WHS, and Sally Kormos as Cafeteria Helper I for 3 hours/day at WHS. (This returns them to original positions before RIF’s.)
14. Approve the following extra duty positions at WHS:
  - Doug Bell – Young Farmers Advisor
  - Amanda Samons – FFA Advisor
  - Margaret Ansel – Newspaper
  - Randy Prinz – Yearbook
  - Ellen Pastorino – Band/Choir
  - Teresa Woods – Academic Decathlon
  - Molly Johnson/Erik Korling – ASB Directors (½ each)
15. Accept resignation from Steven Jones as 8<sup>th</sup> Grade Boys Basketball Coach at WIS.
16. Ratify employment of Nicholas Aguilera as Classified Substitute.

**D. BUSINESS SERVICES**

1. Consider approval of warrants from 8/06/08 through 8/27/08.

**6. DISCUSSION/ACTION CALENDAR**

**A. GENERAL**

**PUBLIC HEARING:** A Public Hearing will be held at this time to allow for public input regarding Sufficiency of Textbooks and Instructional Materials, pursuant to the requirements of Education Code 6011 (Pupil Textbook and Instructional Materials Incentive Account).

1. **(Action)** Consider approval of Resolution #2008-09-07, Sufficiency of Instructional Materials 2008-09.
2. **(Action)** Second Reading of revisions to the following Board Policies:
  - Series: 0000 – Philosophy, Goals, Objectives and Comprehensive Plans
  - BP 0410 – Nondiscrimination in District Programs and Activities
  - BP 0420.1 – School-Based Program Coordination
  - AR 0430 – Comprehensive Local Plan for Special Education
  - Series: 1000 – Community Relations
  - BP/AR 1312.3 – Uniform Complaint Procedures
  - AR 1312.4 – Williams Uniform Complaint Procedures
  - BP 1330 – Use of School Facilities
  - Series: 3000 – Business and Noninstructional Operations
  - AR 3250 – Transportation Fees
  - BP 3270 – Sale and disposal of Books, Equipment and Supplies
  - AR 3311 – Bids
  - BP 3312 – Contracts
  - BP 3513.3 – Tobacco-Free Schools
  - BP 3516 – Emergencies and Disaster Preparedness Plan
  - BP 3541.2 – Transportation for Students with Disabilities
  - AR 3542 – School Bus Drivers
  - AR 3543 – Transportation Safety and Emergencies
  - BP 3553 – Free and Reduced Price Meals
  - BP/AR 3554 – Other Food Sales
  - Series: 4000 – Personnel

BP 4020 – Drug and Alcohol-Free Workplace  
BP 4040 - Employee Use of Technology  
AR 4112.23 – Special Education Staff  
BP 112.42/4212.42/4312.42 – Drug Alcohol Testing for School Bus Driver  
BP/AR 4113 – Assignment  
AR 4115 – Evaluation/Supervision  
BP/AR 4119.11/4219.11/4319.11 – Sexual Harassment  
BP 4156.2/4256.2/4356.2 – Awards and Recognition  
AR 4161.1/436.1 – Personal Illness and Injury Leave  
AR 4161.11/4361.11 – Industrial Accident and Illness Leave  
AR 4161.2/4261.2/4361.2 – Personal Leaves  
AR 4161.9/4261.9/4361.9 – Catastrophic Leave Program  
AR 4200 – Classified Personnel  
BP 4216 – Probationary/Permanent Status  
AR 4218 – Dismissal/Suspension/Disciplinary Action  
AR 4261.1- Personal Illness and Injury Leave  
AR 4261.11 – Industrial Accident and Illness Leave  
BP 4315 – Evaluation/Supervision

Series: 5000 - Students

BP/AR 5020 – Parent Rights and Responsibilities  
BP/AR 5022 – Student and Family Privacy Rights  
BP 5030 - Student Wellness  
AR 5111.13 – Residency for Homeless Children  
BP/AR 5112.3 – Student Leave of Absence  
BP/AR 5113 – Absences and Excuses  
AR 5113.1 – Truancy  
BP 5116 – School Attendance Boundaries  
BP5116.1 – Intradistrict Open Enrollment  
AR 5121 – Grades/Evaluation of Student Achievement  
BP/AR 5123 – Promotion/Acceleration/Retention  
BP/AR 5125 – Student Records  
BP/AR 5125.1 – Release of Directory Information  
AR 5125.2 – Withholding Grades, Diploma or Transcripts  
AR 5126 – Awards for Achievement  
AR 5131.1 Bus Conduct  
AR 5131.6 – Alcohol and Other Drugs  
BP 5131.7 – Weapons and Dangerous Instruments  
BP 5141.3 – Health Examinations  
AR 5144.1 – Suspension and Expulsion/Due Process  
BP/AR 5145.2 – Freedom of Speech/Expression  
BP/AR 5145.7 - Sexual Harassment  
BP 5146 – Married/Pregnant/Parenting Students  
AR 5148 – Child Care and Development  
AR 5148.2 – Before/After School Programs

Series: 6000: Instruction

BP/AR 6020 – Parent Involvement  
AR 6115 – Ceremonies and Observances  
BP 6143 – Courses of Study  
BP/AR 6145 – Extracurricular and Cocurricular Activities  
BP/AR 6158 – Independent Study  
AR 6159 – Individualized Education Program  
BP/AR 6159.1 – Procedural Safeguards and Complaints for Special Education  
BP 6159.2 – Nonpublic, Nonsectarian School and Agency Services for Special Education  
BP/AR 6159.3 – Appointment of Surrogate Parent for Special Education  
BP/AR 6163.4 – Student Use of Technology  
BP 6164.2 – Guidance/Counseling Services  
BP 6164.4 – Identification and Evaluation of Individuals for Special Education  
BP 6171 – Title I Programs  
BP 6173 – Education for Homeless Children  
AR 6174 – Education for English Language Learners  
BP 6178 – Vocational Education

BP 6179 – Supplemental Instruction  
BP/AR 6184 – Continuation Education  
BP/AR 6185 – Community Day School  
AR 6200 – Adult Education  
Series 7000: Facilities  
BP 7150 – Site Selection and Development  
BP 7212 – Mello-Roos Districts  
Series 9000: Board Bylaws

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BB 9320 – Meetings and Notices  
BB 9322 – Agenda/Meeting Materials  
BB9323 – Meeting Conduct

**B. EDUCATIONAL SERVICES**

1. **(Action)** Consider approval of the following minimum days for 2008/09:  
August 27, 2008 – District-wide (Previously approved)  
September 17, 2008 – WIS and MES only  
October 10, 2008 – WHS only  
October 22, 2008 – District-wide  
November 12, 2008 – District-wide  
November 13, 2008 – MES only  
December 19, 2008 – District-wide  
February 18, 2009 – District-wide  
March 18, 2009 – WIS and WHS only  
April 28,29, & 30, 2009 – WIS and WHS only  
June 5, 2009 – District-wide
2. **(Discussion)** Certificate of Completion for graduating seniors. (Superintendent Olmos)

**C. HUMAN RESOURCES**

1. **(Public Information Requirement [Sunshine])** In accord with Government Code §3547, the Willows Teachers Association (WUTA) is making available for review its proposal to the Willows Unified School District (WUSD) Public comment will be received at the October 2<sup>nd</sup> Board Meeting.

**D. BUSINESS SERVICES**

1. **(Action)** Consider approval of Resolution #2008-09-08, establishing a Gann Limit for the 2007/08 school year and a projected Gann Limit for the 2008/09 fiscal year in accordance with the provisions of Article XIII-B and applicable statutory law.
2. **(Action)** Consider approval of Independent Auditors Financial Report for WUSD Fiscal Year 2006/07. (Available for preview at the WUSD office)
3. **(Action)** Consider approval of budget revisions for routine program changes.
4. **(Action)** Consider approval of 2007-08 Unaudited Actuals Financial Report. (Available for preview at the WUSD office)
5. **(Action)** Consider approval of recovery plan and its submission to Glenn County Office of Education.

**7. ANNOUNCEMENTS**

1. Next Regular Board Meeting will be held at the Willows Civic Center on Thursday, October 2, 2008, at 7:00 P.M.
2. WHS Back to School Night will be held on Thursday, September 11, 2008, from 6:30 – 8:15.

**8. CLOSED SESSION**

1. Pursuant to Government Code §54957.6: Conference with Labor Negotiator – Agency negotiator: Steve Olmos. Employee Organization: WUTA/CSEA.
2. Pursuant to Government Code §54957: Public Employee Discipline/Dismissal/Release

3. Pursuant to Government Code §54956.8:Conference With Real Property Negotiator. Property: Old District Office, 334 West Sycamore Street.

**9. ADJOURNMENT**

Meeting facilities are accessible to persons with disabilities. By request alternative agenda document formats are available to persons with disabilities. To arrange an alternative agenda document format or to arrange aid or services to modify or accommodate persons with a disability to participate in a public meeting, please provide a written request to:

The Willows Unified School District Office at least three (3) working days prior to any public meeting.