

WILLOWS UNIFIED SCHOOL DISTRICT BOARD OF EDUCATION

**Regular Meeting – August 7, 2008
Regular Session 7:00 P.M.
Willows City Council Chambers
201 N. Lassen Street, Willows, CA 95988**

UNAPPROVED - TO BE
ACTED UPON AT NEXT
REGULAR BOARD MEETING
9/04/08

MINUTES

1. CALL TO ORDER

- 1.1 Roll Call – Mrs. Brott called the Meeting to order at 7:00 p.m. Present: Mrs. Brott, Mr. Thompson, Mrs. Domenighini, Mr. Parisio; Absent: Mrs. Ward
- 1.2 Welcome to Visitors
- 1.3 Flag Salute – Led by Mrs. Janet Perez.

2. AGENDA/MINUTES

- 2.1 Consider approval of Minutes for 5/01/08, 5/29/08, 6/12/08 – After discussion, Mrs. Domenighini moved, seconded by Mr. Thompson, to approve the Minutes of the 5/01/08 Meeting. The motion passed with 4 yes votes and 1 absent. Mrs. Domenighini moved, seconded by Mr. Thompson, to approve the Minutes of the 5/29/08 and the 6/12/08 Meetings. The motion passed with 4 yes votes and 1 absent.
- 2.2 Consider approval of Agenda for 8/7/08 – Dr. Olmos informed the Board he needed to add item C.14 to the Agenda under Consent. Mrs. Pastorino is asking for permission to take her band students to Reno, Nevada to see and hear The Grambling State Tiger Band play during a University of Nevada football game on Saturday, August 30, 2008. A correction was noted for Consent item C.1. ~~Darrell Schonauer~~ – J.V. Volleyball Head Coach and it should read *Neisha Weinrich – J.V. Volleyball Coach*. Mr. Parisio moved, seconded by Mr. Thompson, to approve the Agenda with the addition and correction. The motion passed with 4 yes votes and 1 absent.

3. ITEMS FROM THE FLOOR

None

4. REPORTS

- 4.1 Eric Korling, WHS Teacher, gave a Power Point presentation on being the Lead Coach for “A New Direction for Social Studies Education in Glenn County” and his trip to Washington D. C. this summer.
- 4.2 Employee Associations – WUTA/CSEA No reports
- 4.3 Principals –
(WHS) Mr. Geivett reported:
 - He thanked Mr. Korling for his excellent presentation.
 - WHS was having problems with the “bird sanctuary”, also. There were dead birds and other messes all over.
 - Fall sports were gearing up.
 - Freshman orientation will be held from 9:00 – Noon tomorrow. He invited the Board to stop by.
 - Monday will be an inservice day for the entire District. The high school will be concentrating on the WASC revisit, test scores, and goal setting.
 - Bianca Ramirez, ASB President, will be attending and reporting the next meeting.
(MES) Mrs. Parsons reported:
 - Things at Murdock are very exciting. There’s lots of energy and new math textbooks.
 - Mrs. Dunning participated in the new math adoption training. She will be training MES staff.
 - Raina Arnold is the new Health Aide. Melody Bettencourt is taking the Clerical Aide position.
 - Class lists will be posted at 3:00 tomorrow.

- Collaboration between the administrators was great. She is pleased to have Mr. Smith and Mr. Bazan as rotating Assistant Principals. Mr. Bazan developed a Power Point Presentation to welcome kids back to school. She is enjoying the teamwork.
- Back to School will be held on August 28, 2008.

(WCHS) Mr. Rutherglen reported:

- Things are going well.
- Kim Welsh will be the Independent Study teacher this year.
- There are 26 students registered at WCHS. Six students will be going back to WHS. Community Day School has 9 students, and Independent Study has 15.
- Tuesday, August 26 will be Back to School Night. It will start at 5:30.
- Next meeting Mr. Rutherglen will give his annual Independent Study report to the Board.

(WIS) Mr. Sailsbery reported:

- They just returned from a 5th grade parent orientation. They met with the 5th graders that morning.
- He was very excited about having an advisory period this year. WIS will also be offering an American Sign Language class to 7th and 8th graders.
- Mr. Bazan explained the theme they would be using at school this year of “We CAN”.

4.4 Director of Business Services – Mrs. Betty Skala reported:

- She has been working on closing the books for 2007/08.
- The audit has been completed. She will get copies to the Board and the item will be on the September Agenda.
- The auditors will be in the office next week to work on the 2007/08 audit. They have been working hard and are almost ready to close the books.
- It looks as if the District may be leveling out on ADA.
- She will have the Unaudited Actuals report for the September meeting.
- The 2008/09 adopted budget was not approved by the County. She is developing a recovery plan. She was disappointed that she didn’t find out about this until GCOE sent a letter. She said that when she and Randy Jones and Diane Lyon had met on July 7, 2008, she felt there had been a spirit of cooperation and communication. They had promised her that they would meet and review the rough draft of the letter together. That did not happen.
- Terri Moore is the MAA Coordinator this year. She, and Mrs. Skala, will be working together.
- They had held a recognition luncheon for the maintenance/operations staff.

Mr. Sailsbery and Mr. Bazan arrived and gave their report for WIS (see above).

4.5 Director of Technology Services – Mr. Lillie reported:

- It was fun to work with Mr. Bazan and Mr. Korling. They had great ideas.
- The new web site is in the transition stage.
- The District will have a new phone notification system that is multi-faceted. It will have emergency notification for all parents. This will tie into the attendance software for parent contact for student absences. There are many more features to this new system. Mr. Thompson asked if there was a timeline for the parent notification system. It will be the end of August or the first week of September.
- October 1 is the target date for the upgrades between campuses to be completed.

4.6 Director of Transportation/Facilities Operations – Mrs. Taylor reported:

- She thanked the custodians for working so hard to make our facilities look so great.
- She has been looking for ways to save money for the District. One of the ways she has found, is by changing vendors, she will be saving \$3,000 on paper products.
- There will be 3 regular revised bus routes. There will be a \$3,000 savings in fuel costs.
- She is very excited about the theme “CAN”.

4.7 Director of Categorical Programs – Mrs. Perez reported on the test results. Next month she will report on the sub groups. The results will be available to the public on August 28.

4.8 Superintendent – Dr. Olmos reported:

- He welcomed Kathy Parsons and Betty Skala. He complemented Mrs. Parsons and Mrs. Woods for doing such a wonderful job with summer school.
- They will be watching the enrollment for third grade. It’s a bit high and they may need to hire a teacher.
- He was delighted that the District was able to rescind RIF’s for the cafeteria workers.

- He complemented technology, maintenance and grounds for the great job of getting things done. They replaced floors, installed carpet and painted 4 classrooms at MES.
- The floor in the foyer of the gym had been replaced and it looks fantastic.
- Mr. Bazan and Mr. Smith will be doing shifts at MES as Assistant Principals.
- It's nice to see the enthusiasm in the Management Team.

4.9 Governing Board Members reported:

- Mr. Parisio welcomed Mrs. Skala and congratulated Mrs. Parsons on her new position. He also complemented Mr. Bazan. He said his kids were looking forward to getting back to school.
- Mrs. Domenighini welcomed everyone back and said she was looking forward to a new year. She shared a little about the Safe Routes to Schools grant and said she hoped they could work together, with the City, to convince CalTrans about our need for a safe crossing at Wood Street.
- Mrs. Brott welcomed everyone back. She said she was excited and thanked everyone for working so hard. Last year was difficult for the students and community.

4.10ASB Quarterly/Annual Reports – WIS and WHS

5. CONSENT CALENDAR

A. GENERAL

1. Accept donation of computer system from Larry Lindsey and multiple computer system and spare parts from Glenn County Health services.

B. EDUCATIONAL SERVICES

1. Approve Interdistrict transfer for Students #08-09-59 through #08-09-63 to attend school in another district for the 2008/09 school year.

C. HUMAN RESOURCES

1. Ratify employment of the following WHS Coaches for the 2008/09 school year:
 - Jim Ward – Varsity Football Head Coach
 - Mike Biggs & Brad Mendes – Varsity Football Assistant Coaches
 - Paul DiGrande – J.V. Football Head Coach
 - Steve Barnes – J.V. Football Assistant Coach
 - Carol Martin – Varsity Volleyball Head Coach
 - Darrell Schonauer – J.V. Volleyball Head Coach
 - Don Byrd – Varsity Girls Tennis Head Coach
2. Ratify employment of Theresa Niehues and Kelly Michaud as Concession Managers for the 2008/09 school year.
3. Ratify employment of Norma Ramirez as summer Student Helper at Murdock.
4. Ratify employment of Kim Welsh as Independent Study Teacher for the 2008/09 school year.
5. Accept resignation from JoAnne Faust as Instructional Aide I at Murdock. (Retirement)
6. Accept resignation from Amanda McFall as Health Clerk Aide II.
7. Accept resignation from Raina Arnold as Clerical Aide II at Murdock.
8. Ratify employment of Raina Arnold as Health Clerk Aide II.
9. Accept resignation from Dennis Holley. (Retirement)
10. Ratify employment of Madison Arnold as summer Student Aide at WIS.
11. Approve leave of absence for Jaime Thorpe as Yard Duty Supervisor until January 5, 2009.
12. Ratify employment of Betty Skala as Director of Business Services for WUSD, effective 7/01/08.
13. Ratify employment of Dacia Lackey for an extra period (math) for the 2008/09 school year.

D. BUSINESS SERVICES

1. Consider approval of warrants from 6/11/08 through 7/30/08.

Mr. Parisio requested item C1 be removed and voted on as a separate item. Mrs. Domenighini requested item C4 be removed and voted on as a separate item. Mr. Parisio moved, seconded by Mr. Thompson, to approve the Consent Calendar as amended with item C1 and C4 pulled for separate vote. The motion passed with 4 yes votes and 1 absent.

Item C1 – Mrs. Domenighini moved, seconded by Mr. Thompson, to approve item C1. The motion passed with 3 yes votes and 1 absent. Mr. Parisio abstained.

Item C4 – Mr. Thompson moved, seconded by Mr. Parisio to approve item C4. The motion passed with 3 yes votes and 1 absent. Mrs. Domenighini abstained. Mrs. Brott asked why she had abstained and Mrs. Domenighini explained that the Independent Study program resembles William Finch. (Mrs. Domenighini is principal of Wm. Finch.)

6. DISCUSSION/ACTION CALENDAR

A. GENERAL

1. **(Action)** Consider approval of logo for WUSD – Susan Domenighini moved, seconded by Alex Parisio to approve the logo for WUSD. The motion passed with 4 yes and 1 absent.

2. **(Information)** The first Reading of revisions to the following Board Policies was held:

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

B. EDUCATIONAL SERVICES

1. **(Action)** Consider approval of starting times/ bell schedules for schools in the Willows Unified School District for the 2008/09 school year – Mr. Parisio moved, seconded by Mrs. Domenighini, to approve. The motion passed with 4 yes votes and 1 absent.
2. **(Action)** Consider approval of bus routes for the 2008/09 school year – Mrs. Domenighini moved, seconded by Mr. Parisio, to approve. The motion passed with 4 yes votes and 1 absent.
3. **(Action)** Consider approval of District-wide minimum day on Wednesday, August 27, 2008 – Mr. Thompson moved, seconded by Mr. Parisio, to approve. The motion passed with 4 yes votes and 1 absent.

C. HUMAN RESOURCES

1. **(Action)** Consider approval of extension of Superintendent’s contract until 2012 (added one year) – Mr. Parisio said he looked forward to working with Superintendent Olmos for several more years. Mrs. Brott said Dr. Olmos had many challenges, but he met them with success. Mr. Thompson moved, seconded by Mr. Parisio, to approve. The motion passed with 4 yes votes.

2. **(Action)** Consider approval of employment of Classified and Confidential personnel for the 2008/09 school year – Mrs. Domenighini moved, seconded by Mr. Thompson, to approve. The motion passed with 4 yes votes and 1 absent.
3. **(Action)** Consider approval of combination Computer Lab Tech and Library Clerk Position at Murdock Elementary School to fill New Job Description of Library Media Specialist – Mr. Parisio moved, seconded by Mrs. Brott, to approve. The motion passed with 4 yes votes.

D. BUSINESS SERVICES

1. **(Action)** Consider approval of Resolution #2008-09-02, Authorizing signature to cash checks made payable to the Revolving Cash Fund of the District – Mr. Parisio moved, seconded by Mr. Thompson to approve. Roll call vote was taken and the motion passed with 4 yes votes and 1 absent.
2. **(Action)** Consider approval of Resolution #2008-09-03, Authorizing signatures for the Willows Revolving Checking Account which is deposited in Tri-Counties Bank – Mr. Parisio moved, seconded by Mrs. Domenighini, to approve. Roll call vote was taken and the motion passed with 4 yes votes and 1 absent.
3. **(Action)** Consider approval of Resolution #2008-09-04, authorizing signatures for the Willows Cafeteria Account which is deposited in Umpqua Bank – Mr. Parisio moved, seconded by Mrs. Domenighini, to approve. Roll call vote was taken and the motion passed with 4 yes votes and 1 absent.
4. **(Action)** Consider approval of Resolution #2008-09-05, authorizing signatures for the General Fund Transmittal Account which is deposited in Umpqua Bank – Mr. Parisio moved, seconded by Mrs. Domenighini, to approve. Roll call vote was taken and the motion passed with 4 yes votes and 1 absent.
5. **(Action)** Consider approval of Resolution #2008-09-06, authorizing signatures for Payroll warrants, commercial warrants, and purchase orders – Mr. Parisio moved, seconded by Mrs. Domenighini, to approve. Roll call vote was taken and the motion passed with 4 yes votes and 1 absent.
6. **(Discussion/Action will be direction given to Mrs. Skala, Director of Business Services)** Special Education Costs – per request by Mrs. Domenighini.
Mrs. Domenighini had a number of questions regarding Special Education costs. Mrs. Skala answered as many as she could. Mr. Thompson asked how labor intensive it would be for Mrs. Skala to obtain this information. She said it would take some time. Mr. Thompson asked if she would have a problem getting the information from GCOE? Mrs. Skala said she would meet with Vicki Shadd at the GCOE to obtain some of the information. She said it would take some time. She is completing the year end and the recovery plan, so October or November would be better. Mrs. Brott said the Board has sent letters to Mr. Barrera, asking for the information, but he had not responded. Dr. Olmos said Mr. Rudy could help Mrs. Skala obtain the information. He said they will target the November Meeting. He will touch base with Tom Neely, also. Mrs. Brott asked Mrs. Skala if she had seen the requests sent to the GCOE when she worked there. Mrs. Skala said she had not. After further discussion, Mrs. Domenighini moved, seconded by Mr. Parisio, to direct Mrs. Skala to look at the list of questions stated in Mrs. Domenighini's email and the Board packet and, either through Tom Neely or Mrs. Skala, to respond to the Board.

7. ANNOUNCEMENTS

1. Next Regular Board Meeting will be held at the Willows Civic Center on Thursday, September 4, 2008, at 7:00 P.M.
2. Back to School Nights:
WIS – August 21, 2008 @ 6:00 p.m. MER – August 28, 2008 @ 7:00 p.m.

8. CLOSED SESSION

9. ADJOURNMENT

The Meeting adjourned at 9:20 p.m.