

**WILLOWS UNIFIED SCHOOL DISTRICT BOARD OF EDUCATION**

**Regular Meeting – April 1, 2010**

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

**Willows City Council Chambers**

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

**MINUTES**

**1. CALL TO ORDER**

- 1.1 Roll Call – President Parisio called the meeting to order at 7:00 p.m. Present were: Mr. Ward, Mrs. Brott, Mr. Parisio, Mr. Geiger and Mrs. Domenighini
- 1.2 Welcome to Visitors
- 1.3 Flag Salute led by Seth Fiack

**2. AGENDA/MINUTES**

- 2.1 Consider approval of Minutes for the Regular Meeting of March 4, 2010. Mrs. Brott moved, seconded by Mrs. Domenighini, to approve the minutes of March 4, 2010. The motion passed unanimously with 5 yes votes.
- 2.2 Consider approval of Agenda for April 1, 2010. Mrs. Domenighini moved, seconded by Mr. Geiger, to approve the agenda for April 1, 2010. The motion passed unanimously with 5 yes votes.

**3. ITEMS FROM THE FLOOR**

Mr. David Shanks addressed the Board with concerns over the removal of his son, Stephan Shanks, from Willows Community High School.

Mrs. Susan Parisio addressed the Board. She reported to the Board on the large number of expulsions in WUSD. She said she got her information on GCOE's website and that the majority of the expulsions in the county over the last six years have come from WUSD. She discussed CDE's policy regarding suspension vs. expulsion. She has concerns that there hasn't been a single dissenting vote from a board member on an expulsion over the last three years (32 expulsions).

Mr. Tom Kelly addressed the Board on behalf of Stephan Shanks. He knows Stephan from helping him on projects and church. He realizes he has had difficulties and struggles, but tries to pick himself up. He wanted the Board to look at the impact of what his expulsion will have on him and would like the Board to overrule the expulsion. Mrs. Brott asked Dr. Olmos if he could give some clarification and he said he could not because it was not an agenzized item.

**4. REPORTS**

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

**(WUTA) Shelley Amaro, WUTA President** addressed the Board. She said WUTA would like the public to know they are working toward solutions for the District's financial crisis. They worked to come up with four no pay days and two professional development days for a savings of \$200,000 to the District. They will continue to meet with the District to offer solutions for next year. She stated that she wanted to clarify some false information that WUTA delayed the agreement process and discussed the timeline of what happened. She said that the teachers of Willows Unified and the leaders of WUTA have cooperated in the most professional, expedient manner possible and realize the importance of notifying parents as quickly as possible to accommodate any preparations that families need to make. They find the insinuation that they did anything else very regretful and counter productive in the process of working together. They will continue to strive to provide the best education for students during this difficult time and thanked the community for their support during this stressful financial crisis.

**(CSEA) No report**

**4.2 Principals**

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

- Had a successful Open House – so well attended that the fire chief stood outside and wouldn't let anymore enter – have to come up with a different plan for next year
- Willows Fire Department Chief Wayne Peabody visited first graders on March 29<sup>th</sup> and spoke with them about fire safety and smoke detectors. WFD and Rotary are offering families of first graders in Willows free smoke detectors or battery changes for existing smoke detectors free of charge and installation will take place on April 24<sup>th</sup>.
- On April 16<sup>th</sup> Smokey the Bear will visit the kindergarten classes discussing fire safety
- April 21<sup>st</sup> the Kiwanis Club will host the bicycle rodeo for 2<sup>nd</sup>, 3<sup>rd</sup> & 4<sup>th</sup> graders
- On April 20<sup>th</sup> & 22<sup>nd</sup> Hands Are Not for Hitting presentation will be given to the kindergarten classes
- Kindergarten Round-Up will be on April 22<sup>nd</sup> & 23<sup>rd</sup>
- April 23<sup>rd</sup> – Progress Reports go home
- April 26<sup>th</sup> – May 7<sup>th</sup> is the STAR Testing window
- Appreciates all who support Murdock Elementary School

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

- Open House was on March 31<sup>st</sup> and was very well attended – Lots of food to eat; classes were open and had different activities going on; PE Department had a Fitness Program presentation; and all three levels of the Band played. He commended Mr. West for an outstanding job.
- Commended secretary staff as invaluable part of Team WIS
- PLC (Professional Learning Community) Process for Program Improvement (PI Status) – WIS has decided to look at this with a positive approach and see this as a challenge. This challenge is not only to get out of PI status, but to increase academic achievement of WIS students by reviewing and assessing all procedures and programs. The whole idea behind PLC is teacher collaboration with common assessment across grade levels. With PLC you then bring team members together and compare “apples to apples” so adjustments can be made as opposed to just using STAR scores which only happen once a year. Share ideas that work and make adjustments. Release times were discussed – instructional minutes are okay because they are above State minimum of minutes already - want input from community – different stakeholders such as transportation, cafeteria, parents, etc would need to be contacted. Mr. Bazan would like to come back to the Board by the June meeting with a formal plan in place to adopt. This will be an ongoing evaluation to see how it works.

**(WHS) Mr. Geivett reported:**

- Commend WIS on hard work they are putting into education for students – staff members very lucky to have a good team of admin and leadership through the process
- April 22<sup>nd</sup> will be WHS Open House
- April 24<sup>th</sup> – Music Concert at Memorial Hall
- April 28<sup>th</sup> – FFA Banquet
- Thank you to Ms. Amy Steele for coordinating WHS & WCHS CAHSEE tests and also commend her for tutoring students for the English portion of the test and Paul DiGrande for tutoring the math portion
- Thank you to incoming 8<sup>th</sup> grade parents for large turnout at 8th Grade Parents Night – also a big thank you to Mr. Bryant and Ms. Steele for their presentations

**(WHS) Awaaz Patel – ASB President reported:**

- May 1<sup>st</sup> is Prom put on by junior class - the theme is Sunset in Paradise. They have had many fundraisers to help with expenses.
- March 8<sup>th</sup> was Winter Sports Awards Night – good turn out - many all league players and All Star Game participants
- Spring Sports have begun

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

- Thanked Mr. Ward for attending the March 19<sup>th</sup> awards ceremony – 16 out of 30 students received 12 or more credits for the grading period – Shelley said it was the most ever
- Positive steps are being taken by most but others need to work harder

- 4.3 **Director of Business Services** – Ms. Skala reported that we already miss Jackie but that the District is fortunate to have Imelda Diaz working with us through the ARRA Program funded by HRA. She talked about Special Ed. At the last CBO meeting they were given an update on the allocation and it went up which resulted in an increase in the bill back. Her projection for the ARRA funding was low so it came out even so she won't need to make any modifications on the budget for this year. She is working on how to project the December count so she can monitor our count so we don't have surprises. She is working with the Special Ed. Dept. on that. She handed out a News Release from CDE – Jack O'Connell regarding the budget crisis dated March 22, 2010 (copy attached to minutes). The article reiterates how unfortunate it is for school districts and what we have to address. She discussed site secretaries. She contacted School Services several times regarding the possibility of a study. Ms. Skala pulled some data from other districts regarding their staffing/ratio. She contacted some local districts. She went over the study conducted by her with the Board, and concluded that it was a very simplistic study. She had the site secretaries do a time study. People contact takes up to 58% - 90% of the site secretaries' time. The balance of the time is paperwork which usually doesn't get done until school is over. For School Services to conduct a study would cost the District around \$10,000 plus expenses to look at the total operation of the sites which would include not only secretaries, but also custodians, administration, etc. anywhere we could find out where we could be more efficient at each site. After a visit it would take between six to eight weeks to receive their report. Mrs. Domenighini stated since we just cut \$10,000 in aides she is sure the Board does not want to conduct this study for that amount. She values the secretaries but said there has been a 16% cut in administrators and only a 4% cut in the secretarial staff. She wants to know why we are protecting this group. She wants to look at this consistently.
- 4.4 **Director of Categorical Programs (Language Census)** – Mrs. Perez discussed the R-30 Language Census Chart. She said for 2010 our population is 6 Lao, 36 Hmong and 261 Spanish for English Learners. It shows how our population changes over the years. STAR testing will start April 26<sup>th</sup> and will run for a two week period.
- 4.5 **Director of Technology Services** – No report
- 4.6 **Director of Transportation/Facilities Operations** - No report
- 4.7 **Superintendent** – Mr. Ward and Dr. Olmos attended the training for new board members in Redding on March 12<sup>th</sup> & 13<sup>th</sup>. There were about 8 – 10 districts represented. What they both found out is that WUSD is a good place to be and better than others. Declining enrollment is a tremendous issue for most districts. Dr. Olmos appreciated that Mr. Ward attended the training. He also thanked WUTA for the positive negotiations in regard to the furlough days. They were set for April 2, April 9, May 20 & May 21, 2010. Setting the last two days during the Glenn County Fair will be a tremendous help for all those students and families involved with the fair. Dr. Olmos also attended the 4<sup>th</sup> grade field trip to Elk Creek with Mrs. Parsons. The kids had a wonderful time and a lot of learning took place. Mrs. Egly put together a DVD of the field trip and Dr. Olmos hopes to show it at the next meeting. He wanted to thank Mrs. Egly and the other 4<sup>th</sup> grade teachers for putting it together.
- 4.8 **Governing Board Members:**
- Mr. Ward** said he did attend the two day workshop in Redding with Dr. Olmos and that it was a real eye opener to see what other districts are facing. Compared to others, WUSD looks good. He also attended the WCHS Awards Assembly and said there are a lot of great students and many need a great deal of motivation. He was also very impressed with the 7<sup>th</sup> Grade Science Fair he attended as well as Murdock's Open House. His granddaughter has a FFA project out at the FFA barn and he has been checking on that – he said there are probably 10 – 12 students with animals at the FFA barn.
- Mrs. Brott** has been attending negotiations with both WUTA and CSEA. She was able to attend Open House at both WIS and Murdock and enjoyed them both very much. She also attended the 4<sup>th</sup> Grade Field Trip to Elk Creek and thanked the teachers for a good learning day. She was also able to attend WHS Sports Award evening.
- Mr. Geiger** attended Open House for both WIS and Murdock and plans on attending Willows High's also. Both were very well attended and thought both schools have fantastic programs.
- Mrs. Domenighini** - No report
- Mr. Parisio** also said there were good crowds at both WIS and Murdock for Open House. He was very impressed with the Band performance at WIS and commended Mr. West on his program. He is looking forward to watching the drummers at Lamb Derby.

**5. CONSENT CALENDAR**

**A. GENERAL**

**B. EDUCATIONAL SERVICES**

1. Approve Interdistrict requests for Students #09-10-33 through #09-10-35 to attend school in the WUSD for the **2009/10** school year.
2. Approve Interdistrict requests for Students #10-11-01 through #10-11-06 to attend school in the WUSD for the **2010/11** school year.
3. Approve Interdistrict requests for Student #10-11-01 through #10-11-15 to attend school in another district for the **2010/11** school year.
4. Approve Single Plan for Student Achievement (SPSA) for MES, WIS, WHS, and WCHS. (To be posted on website after Board approval)

**C. HUMAN RESOURCES**

1. Ratify employment of the following WHS Coach for spring sports:  
Melanie Randolph – Volunteer JV Softball  
Mark Enos – Volunteer JV Baseball  
Rick Enos – Volunteer JV Baseball

**D. BUSINESS SERVICES**

1. Consider approval of budget revisions.
2. Consider approval of warrants from 3/3/10 through 3/24/10.
3. Consider approval of LEA Title I, Part A Waiver Application.
4. Consider approval of Waiver Request for Summer School Meal Waiver.
5. Consider approval of 2008-09 Audit Findings.

Mr. Geiger moved, seconded by Mrs. Brott, to approve the Consent Calendar. The motion passed unanimously with 5 yes votes.

**6. DISCUSSION/ACTION CALENDAR**

**A. GENERAL**

1. **(Action)** Accept selection committee's recommendations for the 2010 Glenn County Educators' Hall of Fame Award. (Mr. Parisio and Mr. Ward) Mr. Geiger moved, seconded by Mrs. Brott, to approve the selection committee's recommendations of Claudine Bultema and Douglas Bell as the 2010 Glenn County Educator's Hall of Fame Inductees. The motion passed unanimously with 5 yes votes. The ceremony will take place on May 22, 2010 at the Glenn County Fair.
2. **(Action)** Second Reading of the following Board Policies:

BP 2210	Administrative Discretion Regarding Board Policy
BP 3100	Budget
BP/AR 3270	Sale and Disposal of Books, Equipment and Supplies
BP 3280	Sale or Lease of District Owned Real Property
AR 3460	Financial Reports and Accountability
BP/AR 3580	District Records
AR 4112.23	Special Education Staff
AR 4112.4	Health Examinations
4212.4	
4312.4	
AR 4117.11	Preretirement/Part-Time Employment
4317.11	
AR 4117.14	Postretirement Employment
4317.14	
AR 5113.2	Work Permits
BP/AR 5117	Interdistrict Attendance
BP 6111	School Calendar
BP 6145	Extracurricular and Cocurricular Activities
BP 6145.2	Athletic Competition
BP 6146.1	High School Graduation Requirements

BP 6146.4	Differential Graduation and Competency Standards for Students with Disabilities
BP/AR/E 6161.1	Selection and Evaluation of Instructional Materials
AR 6162.52	High School Exit Examination
BP/AR 6173.1	Education for Foster Youth
BP/AR 6173.2	Education of Children of Military Families

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

Mrs. Brott moved, seconded by Mrs. Domenighini, to approve the Second Reading of Board Policies listed above. The motion passed unanimously with 5 yes votes.

**B. EDUCATIONAL SERVICES**

1. **(Discussion/Action)** Cut List. Dr. Olmos said that Item #27 – Reduce Site Secretary I's to a 3.9 hour position is an item that is being considered tonight. He recommends not to spend \$10,000 on a study regarding our staffing. When looking at the time studies you can see so much of the day is spent on personal contact and most of the time you don't get work done until you can lock the door. Currently the site secretaries are 228 days – some 7.5 hours and some 8 hours. New secretaries are hired for an 8 hour day. Mrs. Brott stated that secretaries have been cut in the past. It was asked when that was. Mrs. Bev Appleton addressed the Board. She said that in 2001 all sites were cut. The WIS Clerical Aide II 8 hr position was cut to 3.9 hrs. (Evelyn Niehues); There used to be 3 site secretaries at MES - one secretary was cut; an account clerk at the high school was cut; media clerk at MES was also cut. The personal contact in the office for attendance has helped bring ADA in the school. Now we hire 8 hour employees instead of 7.5 so it is a benefit to the District. Mrs. Domenighini said 2001 was nine years ago and there have been a lot of changes. We have fewer students, more technology, have a technology support system that wasn't there in 2001; if we don't cut site secretaries then we need to look at the central office. She continued to say we cut administrators by 16%, teachers probably more, and still are only cutting clerical staff by 4%. It looks to her that we are not looking at what needs to be cut and protecting the classrooms as we said we wanted to do. Mrs. Brott said she would like to hear from the principals. Mr. Geivett spoke on behalf of his secretaries. He said they are busy everyday – fewer students doesn't mean less work. We are cutting our tech support in half next year. With vice principals working at other sites, more of the work filters down to the secretaries. He stressed again that less students doesn't mean less work. Mrs. Parsons said Murdock has about 643 students with only two secretaries. They step in everyday with the reduction of administration. Urgent situations come up and they have to take care of it and usually are doing ten things at once. When MES wasn't fully staffed the ADA suffered and they have worked many hours of donated overtime to catch up. The physical health and mental health needs of the students are increasing each year. Mr. Bazan said he goes back and forth between Murdock and WIS. The secretaries have to pick up the slack when the principal and vice principal aren't around. When referrals come into the office the secretaries have to prioritize them so they can be addressed as to the importance of the referral. Mrs. Domenighini stated we are not eliminating the secretaries, just reducing to 1½ secretaries per site. More discussion ensued regarding attendance issues and the duties of the site secretaries. Michelle Thomas addressed the Board. She asked whether there could be a compromise of maybe giving more hours than a 3.9 position. Mr. Parisio stated that the significant savings takes place because a 3.9 position isn't offered the benefit package. Mrs. Brott said she is hearing from the principals that the secretaries are picking up more work. Mrs. Domenighini brought up questions concerning the earning towards WCHS credits. Discussion ensued. To graduate from WCHS a student needs 230 credits for the year. There was no action.
2. **(Action)** Consider expulsion of Student #2009-10-09 through the fall semester of the 2010/11 school year. Student to comply with suggested remediation. Any violation of the Stipulated Expulsion Order will result in the student's immediate expulsion and continued placement in the Community Day School without further Board Hearing. Mrs. Brott moved, seconded by Mr. Geiger, to approve the expulsion of Student #2009-10-09. The motion passed unanimously with 5 yes votes.
3. **(Information)** Quarterly Report on Williams Uniform Complaints (There were no complaints)
4. **(Action)** Consider approval of Resolution No. 2009-10-15, Requiring all WUSD Teachers to Obtain Appropriate Certification to Instruct English Learner Students. Mrs. Brott moved, seconded by Mr. Geiger, to approve Resolution No. 2009-10-15. Roll call vote was taken. The motion passed unanimously with 5 yes votes.

**C. HUMAN RESOURCES**

1. **(Information)** Reminder to Board: Superintendent's evaluation should be completed by June.

**D. BUSINESS SERVICES**

**7. ANNOUNCEMENTS**

1. The next Regular Board Meeting will be held at the Willows Civic Center on Thursday, May 6, 2010 at 7:00 P.M.
2. District-wide Spring Break will be April 5<sup>th</sup> – April 9<sup>th</sup>.
3. Open House for Willows Community High School and Willows High Community Day School will be held on April 15, 2010 beginning at 5:30 p.m.

The Regular Meeting adjourned at 8:50 p.m. with a recess before going into Closed Session. Mr. Parisio will report out in Open Session upon the conclusion of Closed Session.

**8. CLOSED SESSION**

Closed Session began at 9:05 p.m.

1. Pursuant to Government Code §54957.6: Conference with Labor Negotiator – Agency negotiator: Steve Olmos. Employee Organization: WUTA/CSEA, Non-represented: Management and Confidential
2. Pursuant to Government Code §54956.9(a): Conference with Legal Counsel: Existing Litigation – Tim Crews v. Willows USD, et. al, Case No. 09CV00697
3. Pursuant to Government Code §54956.9(a): Conference with Legal Counsel: Existing Litigation – Muyassar Al-Rifai, on behalf of her four minor children: S. A., age 17; M. A., age 17; S. A., age 17; L. A., age 17 v. Willows USD, et. al

At 10:55 p.m., the meeting reconvened to Open Session. President Parisio reported out:

- Item 1: Update given to the Board.
- Item 2: Direction given to Superintendent.
- Item 3: Update given to the Board.

**9. ADJOURNMENT**

The meeting adjourned at 10:56 p.m.