

WILLITS UNIFIED SCHOOL DISTRICT
BOARD OF TRUSTEES
Regular Meeting
Willits High School Media Center
299 North Main Street, Willits, California
Wednesday, October 1, 2014
Closed Session – 3:30 p.m.
Open Session - 4:30 p.m.

Public Comments- Individuals may address the Board on regular session agenda items at the time they are under consideration.

MINUTES

1. Call Meeting to Order

Board President Rodriguez called the meeting to order at 3:45 p.m.

2. Closed Session Agenda Approval

MSP (Carni/Harris) to approve the closed session agenda.

Ayes: Neary, Harris, Rodriguez, Carni

Noes: None

Absent: Bowlds

Abstain: None

3. Public Comments on the Closed Session Items

No comments were received.

4. Recess to Closed Session - 3:30 p.m. Special Meeting

Board President Rodriguez recessed to closed session at 3:47 p.m.

A. Public Employment: Hiring: Director of Special Education (G.C. 54957)

5. Reconvene to Open Session – 4:30 p.m. – Regular Meeting

Board President Rodriguez reconvened to open session at 4:30 p.m.

6. Report out of Closed Session

Superintendent Patricia Johnson reported that the following action was taken during closed session:

Concerning item: A. Public Employment: Hiring: Director of Special Education

MSP (Harris/Bowlds) to approve the hiring of Kelley Labus as Director of Special Education.

Ayes: Neary, Harris, Rodriguez, Carni, Bowlds

Noes: None

Absent: None

Abstain: None

7. Flag Salute

Board President Rodriguez led the flag salute.

Student Board Representative Naomi Ramirez introduced herself to the board.

The board welcomed Student Representative Ramirez.

8. Agenda Approval

MSP (Bowlds/Carni) to approve the agenda.

Ayes: Neary, Harris, Rodriguez, Carni, Bowlds

Noes: None

Absent: None

Abstain: None

9. Public Comments for Items Not on the Agenda

Paula Nunez asked that the board consider reinstating the Adult Ed Program.

Dan Vincent introduced himself explaining that he has been a volunteer and now serves on Willits High School Site Council. He commented about sports and the closed campus. He expressed his support for Principal Ritchley.

10. Information

A. Legal Presentation: Haight, Brown, Bonesteel, LLC

Superintendent Patricia Johnson introduced Greg Rolen from Haight, Brown, Bonesteel, LLC. He introduced himself, gave a description of his background and qualifications, and explained the firm he represents. See ATTACHMENT A.

The board shared that the board was generally satisfied with the current counsel, and that the board is interested in Negotiation sessions having a fresh start with new legal counsel that can act as a back up to the district negotiating team.

A discussion took place about the roles that the district's legal teams would have in the school year. Superintendent Patricia Johnson stated that in order to reduce or eliminate the district's participation in the county JPA for legal the district must notify the county by January 1, 2015.

B. WASC Update

Willits High School Principal Jeff Ritchley presented a planning calendar for WASC. See ATTACHMENT B. He explained the focus groups formed at Willits High School, and the sixty four areas of concern that they will be addressing as groups in PLCs, focus group, staff, and department chair meetings. He applauded the staff and students for their continued participation and hard work in this process.

C. LCAP Update

Baechtel Grove Middle School Principal Maria Munguia explained that the old way of public school funding (revenue funding) is like gift cards for different locations, limiting the way districts can spend the money and on what. The Local Control Funding Formula is more like cash, allowing you to use the money on what you need. With your priorities and needs outlined in the LCAP, allows you to spend your funding in the areas of need for your particular district.

Superintendent Patricia Johnson presented a PowerPoint presentation to the board. SEE ATTACHMENT C.

D. Unaudited Actuals

Director of Fiscal Services presented the Unaudited Actuals prepared by the former Director of Fiscal Services, Cynthia Brown.

11. WTA President Report, Requests, and Comments

WTA President Paula Nunez shared that the Salary Evaluation Committee is scheduled to meet in November. She inquired about PAR and the need to reinstate this committee. She noted that the majority of CTA feel that Common Core is a teaching strategy and new textbooks may not be needed.

12. CSEA Report, Requests, and Comments

CSEA did not have a representative present for comment.

13. Administrator Comments

Blosser Lane Principal Robert Chavez thanked the parent group at Blosser Lane. He stated that the Back to School Nights at both Sherwood and Blosser Lane were highly successful, and well attended. He invited the board to the Michael Pritchard Anti-Bullying presentation on Monday October 6 at 8:30 a.m., and the Sherwood Fall Festival on October 24 at 5:00 p.m.

Nancy Runberg thanked Principal Chavez for the manner in which he introduced staff at his schools.

Willits High School Principal Jeff Ritchley reported that there were about 50 parents at Back to School Night, Site council members were elected, and the AVID program getting off to a great start. Principal Ritchley updated the board on the Willits High School Athletic teams and how closed campus is being received by students. He shared attendance rates at Willits High School-97%, New Horizons-98% and Sanhedrin-70%. He explained that Sanhedrin is implementing an attendance incentive program to bolster the percentages at the school.

Baechtel Grove Middle School Principal Maria Munguia reported that Back to School Night, AVID and Math nights were all very well attended, and that attendance rates at Baechtel Grove Middle School are 95%, with students requesting attendance challenges. She reported that Compliment-a-Thon is completed. She noted that October is Bully Prevention Month, and an Outdoor Education Camp is being planned for the spring with fundraising underway now.

14. Director of Fiscal Services Report

A. Solar Rebates Report

Director of Fiscal Services Tanya Michel reported on Solar Rebates received by the district.

Mike A'Dair asked if PG &E could help get the information that the public wants to have regarding solar savings. He stated the public wants to know what they are getting in return for the \$5 million investment.

A discussion took place about solar rebates.

15. Superintendent Comments

Superintendent Patricia Johnson thanked the administration and staff for the wonderful Back to School Night and thanked the board for their support. She noted the Math Nights planned for Brookside and Blosser. Superintendent Patricia Johnson thanked Lynda Walker for standing in for Laura Sleeper. She noted the Districtwide ongoing professional development.

16. Board Comments

Student Board Representative Naomi Ramirez stated that she doesn't care for the split lunches, she doesn't mind the closed campus, but the split lunch prevents some clubs from meeting at lunchtime. She stated she is looking forward to this school year.

Board Member Laurie Harris reported that she is glad that the high school library will be open at lunch.

Board Member Alex Bowlds reported that the Back to School Nights were successful, and that it was difficult to attend both Blosser Lane and Willits High on the same night. He asked administrators to let the board know how they can be of assistance.

Board Member Cynthia Carni reported that the gym floor looks great. She welcomed Student Representative Naomi Rodriguez, and is pleased about the hiring of a Special Education Director. She thanked the Ag students for the fresh bread. Board Member Carni stated that she finds LCAP interesting and appreciates the information. She reported that having the Math Nights is really good for the parents, and she is getting positive feedback from parents about Math in our schools. She thanked Superintendent Patricia Johnson for the opportunity to meet with the Restorative Resources staff.

Board President Rodriguez thanked administrators for greeting the students in the mornings. She stated that a student told her that they love Baechtel Grove Middle School. Parents like the lack of traffic at Brookside. She shared her concerns about district water use, and students needing a room at lunch and after school at Baechtel Grove Middle School.

17. Action /Discussion

A. Public Comments on Consent Agenda

Nancy Runberg asked about the warrant for Colleen's Creative Counseling.

B. Consent Agenda

The consent agenda included the following items: Approval of Minutes of the Regular Meeting held on September 3, 2014, Approval of Minutes from the Special Meeting held on August 28, 2014, Employee Status Changes (9) , Warrant Registers from August 14, 2014 through September 18, 2014., Approval of Agreement with North Coast Beginning Teacher Program-BTSA, Approval of Willits USD Donation Report: August 2014, Approval of 2015 Board Agenda Calendar, Approval of Substitute Teacher Salary, Approval of MOU-MCOE: Herz, Approval of Special Meeting Date-Board Study Session-October 16, 2014, Approval of MOU-MCOE: Poets in Schools, Approval of MOU-MCOE: Teaching American History, Approval of Contract for Services-Dolores Fisetto, and Approval of Restorative Resources Budget.

MSP (Bowlds/Neary) to approve the consent agenda.

Ayes: Neary, Harris, Rodriguez, Carni, Bowlds

Noes: None

Absent: None

Abstain: None

C. CONVENE PUBLIC HEARING – Sufficiency of Textbooks – 5:30 p.m.

Education Code Section 60119 requires that in order to be eligible for certain state funding for textbooks, the governing board shall adopt, on an annual basis, a resolution with respect to textbooks and instructional materials availability and affirm that each pupil in each school in the district has, or will have sufficient textbooks or instructional materials, or

both, in each subject that are consistent with the contents of and cycles of the curriculum framework adopted by the State Board. The Board welcomes public input.

Board President Rodriguez convened the public hearing at 5:36 p.m.

Board President Rodriguez encouraged public input.

Board President Rodriguez closed the public hearing at 5:38 p.m.

D. *Approval of Resolution Number 2014/15-4: Sufficiency of Textbooks

Superintendent Patricia Johnson explained as a result of the Williams Settlement which took place in 2005, we are required each year to make a declaration of the sufficiency of textbooks in the core academic subjects at all grade levels. This requires schools to annually submit written reports of the number of textbooks in core academic (English Language Arts, Mathematics, Foreign Language, Social Studies, Science and Science Laboratory Equipment) areas and determine if there are enough books for every student in a given class to have his or her own book. The Board must declare sufficiency of textbooks within the first eight (8) weeks of school.

MSP (Neary/Carni) to approve Resolution Number 2014/15-4: Sufficiency of Textbooks

Ayes: Neary, Harris, Rodriguez, Carni, Bowlds

Noes: None

Absent: None

Abstain: None

E. *Approval of Client Retainer Agreement: Haight, Brown, and Bonesteel LLP

Superintendent Patricia Johnson explained that district is requesting approval of the Client Retainer Agreement for legal services from Haight, Brown and Bonesteel LLP. The attached agreement outlines the terms of services and payment required for said services. Services may include but are not limited to: any type of litigation involving WUSD, Special Education, Student Due Process, Fiscal Matters, Union Negotiations, staff dismissals, any and all contracts and Brown Act violations.

MSP (Bowlds/Neary) to approve the Client Retainer Agreement for Haight, Brown, and Bonesteel, LLP.

Ayes: Neary, Harris, Rodriguez, Carni, Bowlds

Noes: None

Absent: None

Abstain: None

F. *Consideration of Director of Food Services Increase of Work Year

Superintendent Patricia Johnson explained that the Director of Food Services position oversees all food services functions, including the summer programs Extended Session for our students with IEPs, Seamless Summer, Nuestra Alianza, and Migrant Ed. In addition to these summer programs, the Director is required to ensure ordering and compliance notifications are revised prepared and distributed at the start of the year. Compliance and reporting requirements have increased significantly.

MSP (Carni/Bowlds) to approve the Director of Food Services Increase of Work Year.

Ayes: Neary, Harris, Rodriguez, Carni, Bowlds

Noes: None

Absent: None

Abstain: None

G. *Approval of Resolution Number 2014/15-5: Gann Limit

Superintendent Patricia Johnson explained that in 1979, Paul Gann co-authored Proposition 13/1978, which was designed to limit growth in government spending. This initiative, enacted as Proposition 4 in 1979, did not require cuts in government spending, but rather limited the growth in government spending to be no faster than the growth in population and inflation. This limit on government spending, which became known as the Gann Limit, applies to the state of California, cities, counties, and special districts, as well as school districts and county offices of education. School districts must provide two calculations to the state. She explained that this resolution and financial back up is an annual requirement.

MSP (Bowlds/Carni) to approve Resolution Number 2014/15-5: Gann Limit.

Ayes: Harris, Rodriguez, Carni, Bowlds

Noes: None

Absent: Neary

Abstain: None

H. *Approval of Unaudited Actuals Report

Director of Fiscal Services Tanya Michel reported that all local education agencies (LEA) are required to file their unaudited actuals to the California Department of Education via the County Office of Education. The COE must electronically file all LEA submissions with the state and retain the signed certifications for the Districts. The report is presented in the standardized account code structure (SACS) format, as required of all school districts in the State of California.

MSP (Bowlds/Carni) to approve the Unaudited Actuals as presented.

Ayes: Harris, Rodriguez, Carni, Bowlds
Noes: None
Absent: Neary
Abstain: None

I. *Intent to Employ Certificated Staff with Provisional Internship Permit-M. Stoll, Middle School Core Long Term Substitute

Superintendent Patricia Johnson explained that a Provisional Internship Permit (PIP) can be issued by the California Commission on Teacher Credentialing (CCTC) at the request of a school employer. It allows the District to fill an immediate staffing need by hiring an individual who has not yet met the subject matter competence requirement needed to enter an internship program. The District's intent to employ an individual with a Provisional Internship Permit must be approved by the Board before the CCTC will issue the PIP.

MSP (Carni/Harris) to approve the Provisional Internship Permit-M. Stoll, Middle School Core Long Term Substitute

Ayes: Harris, Rodriguez, Carni, Bowlds
Noes: None
Absent: None
Abstain: Neary

J. *Developer Fees

Superintendent Patricia Johnson explained that the Board of Trustees voted on November 18, 2009 to suspend the collection of developer fees to help stimulate the local economy. The suspension became effective on January 1, 2010. Government Code §53080 authorizes school districts to collect developer fees.

In order to lift the suspension and begin collecting the fees again, the district must conduct a Developer Fee Justification Study that conforms to California Assembly Bill 2926 and California Assembly Bill 1600, which shows the relationship between the commercial, industrial and residential growth, and the need for construction of school facilities. Following the completion of the study, the district would hold a public hearing to approve a resolution implementing developer fees. This public hearing would be advertised for seven days prior to the hearing in local newspapers and posted four days prior to the hearing, to allow adequate notification of the community.

A discussion took place about developer fees, and how they can be spent. The board suggested this be brought back to the November meeting.

MSP (Bowlds/Neary) to table this item.

Ayes: Neary, Harris, Rodriguez, Carni, Bowlds
Noes: None
Absent: None
Abstain: None

K. *Consideration of SHN Service Agreement-Preliminary Geotechnical and Site Design

Superintendent Patricia Johnson explained that the district is requesting approval of Preliminary Geotechnical and Site Design Analysis for district property located between Blosser Lane Elementary and Baechtel Grove Middle School. This analysis will provide information necessary to determine if the property is feasible for the building of a district office facility. Included in this proposal is a detailed outline of the type of work to be performed by SHN consultants.

Board President Rodriguez stated that she strongly opposes spending any funds on the relocation of the district office.

WTA president Nunez stated that she takes issue with the district renting property for the district office. She did not oppose the district owning something that was for the district offices.

MSP (Bowlds/Carni) to not move forward at this time, and direct the superintendent to provide more information at a future meeting.

Ayes: Neary, Harris, Rodriguez, Carni, Bowlds
Noes: None
Absent: None
Abstain: None

L. *Approval of Classified Job Description: Elementary Counseling Grant Family Liaison

Superintendent Patricia Johnson reported that the district is requesting approval of a Family Liaison position to work with the Elementary Counseling Grant staff to support student attendance and decrease truancy in the elementary schools. This position will coordinate efforts with the ECG program by performing home visits, attend SARB hearings, facilitate parent events and interact with school staff to improve student achievement. The district is negotiating with CSEA on the placement of this position on the salary schedule.

MSP (Carni/Harris) to approve the job description as presented.

Ayes: Neary, Harris, Rodriguez, Carni, Bowlds
Noes: None
Absent: None
Abstain: None

M. Next Meeting Agenda Items

- Information about Adult Education program
- Discussion about a Water Saving Plan for the district
- Textbooks
- Item from Closed Session
- Developer Fees

18. Adjournment

MSP (Harris/Bowlds) to adjourn at 7:31 p.m.

Ayes: Neary, Harris, Rodriguez, Carni, Bowlds
Noes: None
Absent: None
Abstain: None

Patricia Johnson, Superintendent

Cynthia Carni, Board Clerk