

WILLITS UNIFIED SCHOOL DISTRICT  
BOARD OF TRUSTEES

Regular Meeting

Willits High School Media Center  
299 North Main Street, Willits, California  
Wednesday, November 5, 2014  
Closed Session – 3:00 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 3:05 p.m.

2. Closed Session Agenda Approval

MSP (Bowlds/Carni) to approve the closed session agenda as presented.

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

3. Public Comments on the Closed Session Items

No comments were received.

4. Recess to Closed Session

Board President Rodriguez recessed to closed session at 3:06 p.m.

- A. Approval of Stipulated Agreement, Case Number 2014/15-1 (G.C. 54957)
- B. Public Employment, Principal (G.C. 54957)
- C. Public Employee Discipline, Dismissal, Release (G.C. 54957)
- D. Anticipated Litigation, Doe v Willits Unified S.D. (G. C. 54956.9)
- E. Labor Negotiations, WTA, CSEA, Administration, Confidential Classified, (G.C. 54957.6) District Representative, Superintendent
- F. Superintendent Evaluation (G.C.54957)

5. Reconvene to Open Session

Board President Rodriguez reconvened to open session at 4:45 p.m.

6. Report out of Closed Session

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

Concerning Item:

- A. Approval of Stipulated Agreement, Case Number 2014/15-1 (G.C. 54957)

MSP (Harris/Neary) to approve the Stipulated Agreement, Case Number 2014/15-1, with the following changes: Change requirement of 40 hours of community service to 20 hours of counseling, change term of the expulsion from Fall 2014 to Fall 2015, and change expulsion violation to 48900 dangerous weapon.

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

D. Anticipated Litigation, Doe v Willits Unified S.D. (G. C. 54956.9)

MSP (Neary/Bowlds) to authorize the Superintendent to negotiate a settlement agreement for the district.

Ayes: Carni, Rodriguez, Harris, Bowlds, Neary

Noes: None

Absent: None

Abstain: None

7. Flag Salute

Board President Rodriguez led the flag salute.

8. Agenda Approval

MSP (Carni/Neary) to approve the agenda striking item 17.G. Developer Fees.

Ayes: Carni, Rodriguez, Harris, Bowlds, Neary

Noes: None

Absent: None

Abstain: None

9. Recognition

A. District Office

Superintendent Patricia Johnson and the Board presented a certificate of appreciation to Jennifer Maples, Student Information Systems Analyst, for her outstanding efforts that have resulted in consistently accurate data submission and Districtwide training for staff on a variety of software used in the district.

B. Food Services

Director of Food Services Christy Wisdom and the Board presented certificates of appreciation to Tina Cresswell and Julie Vassar for their outstanding contributions towards the smooth transition to closed campus and two lunches.

C. Transportation

Director of Maintenance, Operations, and Transportation Terry McEntee and the Board presented Clarence Rhine and John Cinek certificates of appreciation for their outstanding efforts in the transportation department, keeping our district rolling, and resulted in a CHP inspection that was without a single violation.

11. Public Comments for Items Not on the Agenda

Garrett Vincent, a student at Willits High School, and first year Peer Counselor shared his concerns about the need for Peer Counseling training of the academic counselors and Peer Counseling teacher at Willits High School.

Carla Downing offered to assist the district in coordinating training for the academic counselors and teacher, stating the importance of the program, and her dedication to helping the district maintain a successful Peer Counseling program.

12. Informational

A. Solar Update: PG&E and GAIA Energy System

Robert Cherry, PG&E Account Manager presented the board with information about usage rates, solar generation rates, the annual true up process, a site by site true-up, the load aggregation process that is now available that allows the district to use credit from one solar meter for a non-solar meters, and payments by site.

Please see ATTACHMENTS A, B, C, D, and E.

B. Food Services Report

Director of Food Services Christy Wisdom reported that the district free and reduced percentage is now at 72%. She reported that the A la Carte programs at the Baechtel Grove Middle School and Willits High School have received revenues of almost \$6,000 to date. She noted that the online payment program is working great. She requested that board consider not charging our students who qualify for reduced meals.

This item will be brought to the board as an action item at the December 2014 meeting.

C. Textbook Adoption Process

Baechtel Grove Middle School Principal Maria de los Angeles Munguia presented information concerning the process for textbook adoption. SEE ATTACHMENT F.

D. Elementary Common Report Card

Brookside Elementary Principal Olga O'Neill explained the process of developing the Elementary Common Core Report Card. SEE ATTACHMENT H.

E. WASC Update

Willits High School Principal Dr. Jeffrey Ritchley updated the board on the WASC progress Willits High School. SEE ATTACHMENT I.

13. WTA President Report, Requests, and Comments

WTA President Paula Nunez stated that she had nothing to report at this time.

14 CSEA President Report, Requests, and Comments

CSEA President Dany Laurent shared the units concerns about the negotiated 5% increase to the Classified Salary Schedule, how the new longevity language is being applied and the reimbursement policy changes being considered.

15. Administrator Comments

Blosser Lane and Sherwood School Principal Robert Chavez reported that the Sherwood Fall Festival was a wonderful event. He stated that Sherwood's attendance is at 97% and that parent teacher conferences are scheduled. He stated that the Walkathon at Blosser is going well, and that the PTO volunteers at Blosser Lane are dedicated and motivated. He stated that he enjoyed the Blosser Lane Halloween festivities, and that it was very nice to have Sherwood included in the event.

A five minute recess was taken.

16. Superintendents Comments

Superintendent Patricia Johnson shared information about the Athletic program offerings at the middle and secondary schools. SEE ATTACHMENT J. She presented the board with a letter from Mendocino County Office of Education concerning the Budget and LCAP dated September 29, 2014. SEE ATTACHMENT K. Superintendent Patricia Johnson reported that the water tank at Willits High School was installed for fire suppression, and the water is potable. She reported that she is investigating the possibility of a future Adult Education program at Willits Unified. Superintendent Patricia Johnson stated that the Curriculum Instruction Council has been formed and they are lead by Principal Munguia, and working on evaluating textbooks for adoption and the Strategic Plan. The Technology Committee has also been formed and is meeting next week, chaired by Robert Chavez and Jeff Ritchley. The Technology Committee will

be updating the technology Plan. She explained that an Incident Command/Safety/Crisis Team has also been formed. They will be developing a Districtwide Plan over the next year. She thanked the counselors at school sites for supporting students and staff after the tragedy that occurred over the weekend. She thanked Willits High School Site Council and staff for attending the WASC meeting.

17. Board Comments

Board President Rodriguez stated her appreciation for community and staff comments, and that this has been a good start to the school year.

Board Member Bowlds thanked administration for their outstanding work in the district, and explained the remarkable work of Clarence Rhine and the outstanding CHP inspection that the district transportation department received because of Mr. Rhine's work. He stated that he is disappointed to hear that the Peer Counseling program is struggling. He hopes that steps are taken to remedy this.

Board Member Harris commented that she agrees with Board Member Bowlds that something needs to be done to remedy the Peer Counselor's concerns about the program. She stated that she attended the WASC meeting and that it was very informative.

Student Board Representative Naomi Ramirez shared the condition of many of the Willits High School textbooks and thanked the board for moving toward adopting more textbooks for the school.

18. Action Discussion

A. Public Comments on Consent Agenda Items

No comments were received.

B. Consent Agenda

The consent agenda included the following items: Approval of Minutes of the Regular Meeting held on October 1, 2014 , Approval of Minutes of the Special Meeting held on October 16, 2014 , Approval of Warrant Registers from September 18, 2014 to October 23, 2014 , Approval of Employee Status Changes (5), Approval of Board Meeting Calendar 2015 , Approval of Investment Report , CBEDS Report , Approval of Annual Organizational Meeting Date and Approval of Williams Quarterly Report.

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

Ayes: Carni, Rodriguez, Harris, Bowlds, Neary

Noes: None

Absent: None

Abstain: None

C. \*Rescind Prior Board Action Related to the Issuance Term of the Charter for Willits Elementary Charter School

Superintendent Johnson recommended the board reconsider the length of term of the original Willits Elementary Charter School Petitions thereby taking action to extend the term from three (3) to five (5) years.

MSP (Neary/Bowlds) to change the Willits Elementary Charter Petition to a five year term.

Ayes: Carni, Rodriguez, Harris, Bowlds, Neary

Noes: None

Absent: None

Abstain: None

D. \*Consideration of Revision to Administrator Rate of Pay

Superintendent Patricia Johnson explained that in August, the board took action to increase the salary for the Brookside administrator 7.5%. This action was due to the existence of two elementary administrative salary schedules and the inequities that existed between them. In October, the board took action to provide a 5% salary increase resulting from bargaining unit negotiations to all administrators with the exception of the superintendent and administrator of Brookside. This exception was due to the fact that the superintendent requested no increase at this time; a prior adjustment had occurred for the Brookside administrator; and all administrative salary schedules require a Masters degree.

Paula Nunez shared her concerns with this expenditure, noting that there are better ways to spend this money that would improve morale in the district.

MSP (Bowlds/Carni) to approve the 5% increase to the Elementary Principal, No Masters strand of the Administrative Salary Schedule, with an effective date of July 1, 2014.

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

E. \*Board Policy Revision, First Read, Athletic Competition, 6145.2

Superintendent Patricia Johnson explained that at the September 3 board meeting, the board directed the superintendent to work with Board Member Bowlds to revise the current policy and add language that reflects the board's desire to be informed of changes to, or plans to eliminate athletic programs in the district.

The board conducted a first read of the revised board policy. The following additions were made to be included in the policy. The second and final approval will be included on the December Consent Agenda.

F. \*Consideration of District Office Relocation

Superintendent Patricia Johnson explained that the current district office location takes away valuable classroom space from our elementary program(s), adds unwanted traffic and campus disruptions to our elementary campus. Relocation of the district complex should be considered for the 2015-16 school year. Current information indicates there is limited rental property within district boundaries. This shortage will significantly impact options for relocation. She noted that current enrollment will result in the need for at least one more classroom at Blosser Lane.

MSP (Neary/Carni) to direct the superintendent to investigate a district office move for the 15/16 school year.

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

G. \*Discussion: Developer Fees

This item was stricken.

H. \*Agenda Items for Next Regular Meeting

Items requested for the next meeting agenda:

- Reimbursement Board Policy, Administrative Regulation and Exhibit
- Changing the Reduced Students to Free in Food Service program
- League Events and District Funding

19. Adjournment

MSP (Neary/Bowlds) to adjourn at 7:07 p.m.

Ayes: Carni, Rodriguez, Harris, Bowlds, Neary

Noes: None  
Absent: None  
Abstain: None

---

Patricia Johnson, Superintendent

---

Cynthia Carni, Board Clerk