

WILLITS UNIFIED SCHOOL DISTRICT
BOARD OF TRUSTEES
Regular Meeting

Willits High School Media Center
299 North Main Street, Willits, California
Wednesday, December 3, 2014

Closed Session 3:30 p.m. Organizational Meeting 4:00p.m. Regular 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 3:41 p.m.

2. Closed Session Agenda Approval

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

Ayes: Carni, Rodriguez, Neary, Harris

Noes: None

Absent: Bowlds

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 3:42 p.m.

A. Conference with Labor Negotiators: WTA (G.C. 54957)

B. Employee Discipline, Release, and Dismissal (G.C. 54957)

C. Public Employee Performance Evaluation: Superintendent (G.C.54957)

5. Reconvene to Open Session

Board President Rodriguez reconvened to open session at 4:29 p.m.

6. Flag Salute

Board President Rodriguez led the flag salute.

7. Report Out of Closed Session

Superintendent Patricia Johnson reported that no action was taken during closed session, and that the board would reconvene closed session at the conclusion of the regular meeting.

8. Agenda Approval

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

Ayes: Carni, Rodriguez, Neary, Harris

Noes: None

Absent: Bowlds

Abstain: None

9. Action/Discussion

A. Organizational Meeting

1. Election of Board President

MSP (Rodriguez/Harris) to nominate Cynthia Carni to serve as board president.

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

2. Election of Board Clerk

MSP (Neary/Rodriguez) to nominate Laurie Harris to serve as board clerk.

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

3. Appointment of Board Secretary

MSP (Rodriguez/Carni) to nominate Patricia Johnson to serve as board secretary.

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

4. Appointment of Representatives to the Respective School Sites

The following board members were appointed to the respective school sites for the 2015 calendar year:

Brookside-Harris
Blosser-Neary
Baechtel Grove Middle School-Bowlds
Willits High School- Rodriguez
Small Schools-Carni
See motion under Item 9.A.5.

5. Appointment of Representatives to Committees

The following board members were appointed to represent the board on these district committees:

Health Advisory Council 2015-Carni
Curriculum Instruction Council 2015-Harris
Budget Advisory 2015-Neary
Technology Committee 2015-Bowlds/Rodriguez
Ag Advisory Board 2015-Harris
Facilities and Deferred Maintenance Committee-Bowlds

MSP (Rodriguez/Harris) to approve the member appointments to the school sites and committees as listed.

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

10. Recognition

A. Certificated and Classified Employees

Site Principals presented certificates of appreciation commending the excellence and dedication of their staff to the students, peers, and community to the following staff members:

Carolyn Bakewell-Willits High School
Rose Mehtlan-Willits High School
Haidee Hajik-Baechtel Grove Middle School
Mackenzie Erickson-Baechtel Grove Middle School
Roberta Zimmermaker-Baechtel Grove Middle School
Shauna Martin-Sherwood School
Luna Valentic-Sherwood School
Stephanie Melliush-Blosser Lane
Nancy Runberg-Blosser Lane
Denise McGee-Brookside Elementary
Carol Brinkerhoff-Brookside Elementary
Anne Hammond-Brookside Elementary

11. Public Comments for Items Not on the Agenda

Carolyn Bakewell invited the community and board to Hot Winter's Night on Thursday, December 11, 2014 at 6:30 p.m. with a soup dinner offered at 5:30 p.m.

Anne Hammond shared her concerns about the current policy for fingerprinting volunteers in the district, noting financial hardship, distance to the Sheriff's Department, and a decline in classroom volunteers. She commented that the PTO paying for the fingerprinting is impacting the PTO's ability to fund enrichment and field trips. She offered that the district could purchase a Livescan machine, train a district office employee to scan volunteers, and possibly resolve some of these issues. She asked the board if discouraging parent volunteerism was the message the district wanted to send to parents.

Becky Bowlds shared her dedication and concerns about the Ag audit findings, the rescheduling of two of her classes with a "cohort" and resulting impacts on students in the program, and her history of frustration with the amount of responsibility, time, and lack of district support for maintenance of the Ag Program. She shared that she would prefer an assignment that complimented her strengths as a teacher.

Nick Novo shared his experiences and the support he received in the Ag Program under the tutelage of Becky Bowlds.

Melanie Novo shared her concern about the rescheduling of the staff in the Ag Program and her children's success in the program presented over the years by Becky Bowlds. She stated that she has circulated a petition and would like the district to reverse the assignment change.

The board suggested she share the letters and petition with the superintendent.

Greg Randrup suggested that the County Office of Education be contacted to remove the classes in question from the class list and that a lab be added to all of the Ag classes.

Kate Walker shared her support for Becky Bowlds and the impact that the Ag Program at Willits High School had on her life.

Amy Forrester shared her experience in 4H, and her support and the enthusiasm felt by herself and students for Kelley Case-Brackett being an addition to the Willits High School Ag Program.

Paul Riley shared his experiences in 4H and FFA, and his support for both of the teachers in the Willits High School Ag program. He shared his concerns about moving students mid year, and changing class assignments of teachers mid-year.

12. Information

A WASC update

Willits High School Principal Jeffrey Ritchley updated the board on the ongoing activities surrounding the WASC report revision process.

B. District Participation in League Events

Superintendent Patricia Johnson explained that the district is in the process of gathering costs associated with league travel. She offered to bring a report to the board in January cautioning the board that the current transportation budget has an encroachment and that the district is in deficit spending, and does not recommend the board consider unbudgeted items to be funded at this time.

C. LCAP Update

Superintendent Patricia Johnson reported that the district has taken out advertisements to inform the community of two planned Town Hall meeting scheduled for LCAP input and discussion. She noted the meetings are scheduled in December and January, and will be held in the media center at Willits High School. Superintendent Patricia Johnson stated that school Site Councils will also be gathering input from stakeholders at the schools' scheduled Site Council meetings.

13. WTA President Report, Requests, and Comments

WTA President Paula Nunez made a statement clarifying that the WTA membership is clear that they do not direct classified employees or departments. She apologized for the misunderstanding and stated her appreciation for a collegial and open, communicative relationship with the CSEA unit. President Nunez reported that the association is looking forward to sunshining in January, with the PAR committee being a priority. She noted the appropriate process for teacher complaints being brought before the site administration and district superintendent prior to the board. She stated that the association is happy to see the reimbursement policy being cleaned up and considered by the board. She stated the association's appreciation for the superintendent extending an invitation to have the executive committee meet with the Director of Fiscal Service to explain the First Interim Report, noting that this is the first time in decades that the executive committee has been treated with such respect.

14. CSEA President Report, Requests, and Comments

CSEA President Dany Laurent shared her concern about the manner in which the 1% longevity is applied in WUSD. She shared that there are three complaints and grievances at the district and she would like a close session to speak to the board about the issues. She stated that she has stopped talking because she does not feel listened to.

Board Member Rodriguez replied that prior to the board hearing the issues, the union needs to have a dialogue with the district superintendent, noting that keeping the lines of communication open is important, and that sometimes that means putting personal feelings aside.

15. Administrator Comments

No comments were received.

16. Superintendent Comments

Superintendent Patricia Johnson welcomed everyone back from the break. She congratulated staff and administrators on the excellent work they are doing. She shared that she attended a WTA Executive Committee meeting and appreciates the open and candid communication with the committee and leadership. She stated that she hopes that CSEA leadership is open to building a positive relationship, and meeting soon to address the concerns of the unit. Superintendent Patricia Johnson stated that the district supports all student programs, both inside classrooms and outdoors. She reminded the public that the process to address concerns with programs or personnel begins at the site with the teacher, site administrator and then the superintendent's office.

17. Board Comments

Board Member Rodriguez stated that she appreciates the recognition of staff, and that she looks forward to this appreciation of excellence continuing.

Board Clerk Harris stated that she is happy to report she survived the first year on the board. She noted that serving on the board is challenging and she looks forward to the next three years.

Student Board Representative asked if there has been progress addressing the Peer Counseling Program concerns.

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 November 5, 2014, Approval of Williams Quarterly Report: 1st Quarter, MCOE Dated November 7, 2014, Approval of Employee Status Changes (3), Approval of Warrant Registers from October 23, 2014 to November 26, 2014, Approval of WHS Winter Coaches, Approval of School Site Facility Inspection Tool (FIT) Reports, Approval of Revised Willits USD Mission, Vision, Approval of Donation Report, December 2014, Mendocino County Investment Report.

MSP (Rodriguez/Harris) to approve the consent agenda as presented.

Ayes: Carni, Rodriguez, Neary, Harris

Noes: None

Absent: Bowllds

Abstain: None

C. *Scheduling of Special December Meeting-Fiscal

Superintendent Patricia Johnson explained that the District is required to submit a revised budget projection as of October 31 each year. The 1st Interim Reporting period requires the district governing board to approve and certify in writing whether the district is able to meet its financial obligations for the remainder of the fiscal year and, based on current projections, for two subsequent fiscal years.

The board reached a consensus to schedule a Special Meeting on Wednesday, December 17, 2014 with Closed Session at 4:00 pm., followed by Open Session at 5:00 p.m.

D. *Approval to Change Pay Status, Food Services

Superintendent Patricia Johnson explained that Child Nutrition Directors may choose to change a reduced status to a free status. This change benefits the students and increase revenues to the Food Services Department. This change also saves the district time and resources that are used to collect cafeteria fines from delinquent accounts.

MSP (Rodriguez/Harris) to change the status of students who are currently designated "reduced" to a "free" status.

Ayes: Carni, Rodriguez, Neary, Harris

Noes: None

Absent: Bowllds

Abstain: None

E. *Board Policy Revision: First Read: BP and AR 3350: Reimbursement

The board conducted a first read and had not revisions to the policy, regulation or exhibits. This will be brought back as a 2nd and final read approval at the meeting on December 17, 2014.

F. *Declaration of Surplus Property

Superintendent Patricia Johnson explained that Per Education Code 17546, if approved by the governing board, by a unanimous vote of those members present finds that the value of the item does not exceed \$2,500, it may be sold or

disposed of at a private sale. An ad will be placed on Craig's List to be sold as is and to the highest bidder or donated to interested parties.

MSP (Harris/Neary) to declare the listed items as surplus and authorizes DMOT McEntee to sell them to the highest bidder or donate to interested parties. .

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

G. *Request for Qualifications: Request for Qualifications: Proposition 39 Energy Conservation and Energy Efficiency Services

Superintendent Patricia Johnson explained that approval of Proposition 39 by the voters of the State of California provides funding for energy efficiency of schools over the next five years. The directive of the proposition is to improve the efficiency of buildings such that money is spent on education rather than energy usage, as well as the creation of jobs. The Request for Qualifications (RFQ) process is required to identify qualified projects, prior to the expenditure of any funding. Projects identified will help to remove projects already identified on our deferred maintenance list.

MSP (Neary/Rodriguez) to approve the RFQ as presented.

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

H. *Consideration of District Office Relocation

Superintendent Patricia Johnson explained that district office location takes away valuable classroom space from our elementary program; exposes our student to unwanted campus disruptions; and prevents the public from meeting with district administration in a confidential environment. Information provided to the board in previous meetings indicates that the financial burden of a new facility or rental of property within district boundaries is fiscally prohibitive. The district is requesting approval to move forward with the relocation of the district office to the portable classrooms behind Blosser Lane Elementary. Discussion with Kids Club administration and Blosser Lane administration indicate that this relocation can be done with limited disruption to their current programs. The relocation of the district complex would be completed for prior to the beginning of the 2015-16 school year.

Eric Glassey introduced the Kids Club Board. He suggested that the sharing of classrooms is not ideal, and that the Kids Club would like the board to authorize them to place non DSA portables on the Kids Club leased property.

Gerry Gonzalez shared his experience and support for Kids Club.

Board Member Neary stated he would like to discuss alternatives with the superintendent prior to the board taking action.

MSP (Rodriguez/Carni) to give the superintendent the authority to relocate the district office to portables located on the south end of the Blosser Lane Campus, not to exceed \$20,000, with the caveat that Kids Club is allowed to place non-DSA portables on the cul-de-sac of the property that they currently lease from the district.

Motion amended (Neary/Rodriguez) to table this item.

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

I. *Agenda items for the Next Regular Meeting

Items for the next regular meeting:

- Live Scan Machine Information
- Capitol Live Scan Services

The board recessed to closed session at 7:59 p.m.

The Board reconvened open session at 8:34 p.m.

No action was taken during closed session.

19. Adjournment

MSP (Rodriguez/Neary) to adjourn at 8:35 p.m.

Ayes: Carni, Rodriguez, Neary, Harris

Noes: None

Absent: Bowlds

Abstain: None

Patricia Johnson, Superintendent

Laurie Harris, Board Clerk

Agenda Packet & Supporting Documents Notice: *The agenda packet and supporting materials, including materials distributed less than 72 hours prior to the scheduled meeting, can be viewed at the Willits Unified School District-Reception Desk, located at 1277 Blosser Lane., Willits, CA. For more information please call (707) 459-5314. *Items so marked have supporting documents which have been distributed to the Board of Education. An extra copy is available upon request.*

ADA Compliance Notice: *Willits Unified School District adheres to the Americans with Disabilities Act. Should you require special accommodations, or more information about accessibility, please contact the Superintendent, (707) 459-5314. All efforts will be made for reasonable accommodations.*

This agenda is also available online at www.willitsunified.net

