

WILLITS UNIFIED SCHOOL DISTRICT
BOARD OF TRUSTEES
Regular Meeting
Willits High School Media Center
299 North Main Street, Willits, California
Wednesday, April 1, 2015
Closed Session – 4:00 p.m.
Open Session – 5:00 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 Carni called the meeting to order at 4:00 p.m.

2. Closed Session Agenda Approval

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

Ayes: Harris, Neary, Bowlds, Carni, Rodriguez

Noes: None

Absent: None

Abstain: None

3. Public Comments on Closed Session Items

No comments were received.

4. Recess to Closed Session

Board President Carni recessed to closed session at 4:02 p.m.

- A. Request for Certificated Leave of Absence (3) (G.C. 54957)
- B. Request to Use Accumulated Sick Leave to Care for Family Member (2) G.C. 54957)
- C. Consideration of Stipulated Agreement, Case Number 2014/15-3 (G.C. 54957)
- D. Consideration of Early Retirement Incentive (2) (G.C. 54957)
- E. Approval of Inter-district Transfer Requests (E.C. 35146)
- F. Conference with Labor Negotiators: WTA, CSEA, Administration, Confidential Classified, District Representative: Superintendent (G.C. 54957.6)
- G. Public Employee Discipline/Dismissal/Release (G.C 54957)

5. Reconvene to Open Session

Board President Carni reconvened to open session at 5:10 p.m.

6. Report out of Closed Session

Superintendent Patricia Johnson reported that no action was taken during closed session.

7. Flag Salute

Board President Carni led the flag salute.

8. Agenda Approval

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

Ayes: Harris, Neary, Bowlds, Carni, Rodriguez

Noes: None

Absent: None

Abstain: None

9. Information

A. Brookside School

Brookside Principal Olga O'Neill introduced Brookside teachers Carol Brinkerhoff, Melissa Bergmann, Janye Smith, Ralanya Smith, and Michelle Kluskewicz, who had their students demonstrate math and ELD lessons, and sing the Brookside Pledge for the board. Principal O'Neill shared information about the programs offered at Brookside and explained their importance for reaching all students.

B. LCAP Update

Superintendent Patricia Johnson thanked the school sites and site councils for allowing her to present LCAP information. She noted that the district will be meeting with the unions for a LCAP consult later this month. She stated that she hopes to present a draft of the LCAP in May, but may need until the first June meeting.

C. Mendocino County Review of 1st Interim Letter

Director of Fiscal Services Tanya Michel shared the letter from Mendocino County Office of Education Chief Financial Officer Vikki Todd to the board concerning the interim report and the challenges the district will face the third year out with a reserve shortage. She stated that the district must develop a plan to get deficit spending under control.

D. Special Education Report

Director of Special Education Kelley Labus shared a presentation about the special education programs in Willits Unified, the students that are served and the variety of methods we deliver special education services to students with IEPs. See ATTACHMENTS B, C, D, and E.

E. Fiscal Update

Director of Fiscal Services Tanya Michel shared the letter from Mendocino County Office of Education Chief Financial Officer Vikki Todd to the board concerning the interim report. She explained the challenges the district will face the third year out. She stated that the district must develop a plan to get deficit spending under control. See ATTACHMENT A.

10. Public Comments for Items Not on the Agenda

Debra Bean shared her concerns about employee morale, attrition, the perception of bullying and retaliation in the district, and employee and student safety.

Clarence Rhine shared his concerns for student safety, his thoughts about the current state and perceived dishonesty in the district, his department's need for a journeyman level mechanic, and dishonesty in the district.

Tom Woodhouse shared that he has a list of 130 students interested in taking CTE classes at Willits High School next year. He stated he would be connecting with Dr. Ritchley to arrange a tour of the facilities with LEAD personnel.

Mike Horger shared his preference for a master schedule that has more periods to allow students more opportunities. He shared his concerns for the limitations that a six period day places on the students.

11 WTA President's Reports, Requests, and Comments

WTA president Paula Nunez stated that the unit is glad to see negotiations will be moving forward. She stated that while the association agrees with the letter to the editor written by a former teacher, she remarked that parents are the first teachers in a child's life. She reminded the board that Sherwood is a part of Willits Unified and hopes the district will be providing a PE Coordinator to the school.

12. CSEA President's Reports, Requests, and Comments

CSEA President Dany Laurent shared her concerns about people being penalized for bringing contract violations to the management. She stated that she feels that because she is a union steward she is being punished for not working harmoniously with others while she is only bringing contract violations to people's attention. She stated that management is to blame for the morale issues in the district, and if employees talk to the board they are being targeted.

13. Administrator Comments

Baechtel Grove Middle School Principal Maria Munguia reported that Open House is on April 15 at 5:00 p.m. She thanked Sparetime for their generous donation to the school to do a garden project. She reported that Baechtel Grove Middle School students will be participating in the sports eligibility class offered by Willits High School. She stated that the school is doing the SBAC assessments now, and spring sports are underway.

Brookside Principal Olga O'Neill reported that Open House is on April 23 at 5:15 p.m.

Willits High School Principal Jeff Ritchley reported that Open House for Sanhedrin is on April 13 a 5:00 p.m., Willits High School Open House is April 14 at 5:45, and New Horizons will be on April 16 at 5:00. He stated that the SBAC assessment technology is very exciting. He shared information about spring sports, and that the academic eligibility will be reported to the board after grades are submitted on Thursday. He reported that between 3 and 5 students are not on track to graduate, despite best efforts, and due mainly to non-attendance. He reported that the Voc Ed Tour of the CTE facilities at Willits High School are planned for April 17. Principal Ritchley reported that two weeks of APEX would cost the district approximately \$2,000.

Willits High School Assistant Principal James Madden shared his efforts in dropout prevention and his mission to get students to come to school, so they can cross the graduation stage this June.

14. Superintendent Comments

Superintendent Patricia Johnson thanked Brookside and Kelley Labus for the great presentations. She explained that the school nurse position is posted and that the district is exploring alternative means for transporting students who are at distant programs to save money. She acknowledged Jennifer Maples, Student Systems Analyst for her incredible work in CalPads, and the resulting commendation letter received by the state for the impeccable data that Jennifer has single handedly reported. Superintendent Johnson reported that the district held an Administrator Assistant Appreciation Dinner on Monday and it was fun and well deserved. She reported that there is a professional development opportunity for elementary teachers being offered over the spring break in Ukiah regarding literacy. She shared that her prayers are with the family of the student injured this week in an accident. She encouraged everyone to have a restful spring break.

15. Board Comments

Board President Carni apologized to Board Member Neary for the misunderstanding at the last meeting. She applauded Kelley Labus for an excellent presentation. She stated that Brookside's presentation was wonderful and the math skill presented by these young students was impressive. She thanked the community and employees for sharing their concerns and thoughts with the board.

Board Member Rodriguez stated that she appreciated Rotary for the donation of dictionaries to the Blosser students. She enjoyed serving on the Senior Interviews and stated that they were impressive. She recently enjoyed a field trip the fish hatchery and she is looking forward to spring break.

Board Member Bowlds complimented Kelley Labus on her presentation and program. He stated the district is facing challenges and the board is working to address the issues.

Board Clerk Harris reported that she had the opportunity to visit the AG farm and requested garbage cans be provided to the area. She enjoyed a visit to Sherwood school and commented on the science fair projects that the students shared with her. She requested that the metal ramps be replaced at Sherwood for safety reasons. She thanked Debra bean and Clarence Rhine for sharing their thoughts at the meeting. She stated that she is upset that the tensions are continuing, and that she is uncomfortable with the bullying.

Student Board Representative Naomi Ramirez stated that she enjoyed the presentations and shared the results of a survey she gave regarding student perceptions and suggestions for improving Willits High School. See ATTACHMENTS F,G,H, and I.

16. Action Discussion

A. Public Comments on Consent Agenda

Gayle Bradley shared a letter with the board explaining the extensive work she does on the hearing testing in the district year around and the reports she has completed for 25 years. She stated that the board report about the contract is oversimplified and a misconception of what is actually involved. See ATTACHMENT J.

B. Consent Agenda

The consent agenda included the following items: Approval of the Minutes from the Regular Meeting held on March 4, 2015, Approval of the Minutes from the Special Meeting held on March 17, 2015, Approval of Minutes from the Special meeting held on February 26, 2015, Approval of Employee Status Changes (8), Warrant Registers February 19, 2015-March 19, 2015, Approval of Single Plans for Student Achievement, Approval of Williams Quarterly Report-3rd Quarter, Approval of Contract of Services-Renaissance Learning 15/16, Approval of Contract for Services- Center for Hearing Health 15/16, Approval of Contract for Services-AVID 15/16, Approval of Service Agreement: Document Tracking Services 15/16, Mendocino County Investment Report through February 28, 2015.

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

Ayes: Harris, Neary, Bowlds, Carni, Rodriguez

Noes: None

Absent: None

Abstain: None

C. *Approval of Staywell Participation Resolution Number 2014/15-13

Superintendent Patricia Johnson reported that Willits Unified participates in a Joint Powers Authority (JPA) for employees' health benefits composed of 11 Mendocino County districts, one small Sonoma County district and the Mendocino County Department of Education. The Board is required to annually approve WUSD participation in Staywell.

MSP (Bowlds/Harris) to approve Resolution Number 2014/15-13: Staywell.

Ayes: Harris, Neary, Bowlds, Carni, Rodriguez

Noes: None

Absent: None

Abstain: None

D. Acceptance of Driveway Project Bid

Director of Maintenance, Operations, and Transportation Terry McEnttee reported that On March 4, 2015 the board approved the district office move to the portables located on the south side of the Blosser Lane Campus. This driveway project was also approved at that time. The district went out to bid, with a closing date of April 1, 2015, 1:00 p.m. The selected bid is \$20,000 less than the next bid and comes in at just under \$ 35,000. See ATTACHMENT M.

MSP (Rodriguez/Bowlds) to award Mendocino Construction Services the project for the district office driveway.

Ayes: Bowlds, Carni, Rodriguez

Noes: None

Absent: None

Abstain: Neary, Harris

E. Consideration of Kids Club Proposal Concerning DSA Approval of Portables

Eric Glassey introduced the Kids Club staff and board. Kris Wagner shared a list of the organizations that use the facility. See

Superintendent Patricia Johnson shared the MOU concerning the portables and DSA approval. ATTACHMENTS K and L.

MSP (Rodriguez/Bowlds) to approve the MOU as presented.

Ayes: Harris, Neary, Bowlds, Carni, Rodriguez

Noes: None

Absent: None

Abstain: None

F. Consideration of Stipulated Agreement, Case Number 2014/15-3

MSP (Rodriguez/Bowlds) to approve Stipulated Agreement, Case Number 2014/15-3.

Ayes: Harris, Neary, Bowlds, Carni, Rodriguez

Noes: None

Absent: None

Abstain: None

G. *Consideration of Increase to Meal Prices

Superintendent Patricia Johnson reported that this increase will not impact free and reduced students in the district.

MSP (Rodriguez/Harris) to approve the increase to meal prices as presented.

Ayes: Harris, Neary, Bowlds, Carni, Rodriguez

Noes: None

Absent: None

Abstain: None

H. Approval of Resolution Number 2014/15-14: Final Action on Certificated Administrative Reassignment-California Education Code §44951

This item was tabled and will be addressed at a Special Meeting held later this month.

17. Recess to Closed Session

Board President Carni recessed to closed session at 7:45 p.m.

- A. Request for Certificated Leave of Absence (3) (*G.C. 54957*)
- B. Request to Use Accumulated Sick Leave to Care for Family Member (2) *G.C. 54957*)
- C. Consideration of Stipulated Agreement, Case Number 2014/15-3 (*G.C. 54957*)
- D. Consideration of Early Retirement Incentive (2) (*G.C. 54957*)
- E. Approval of Inter-district Transfer Requests (E.C. 35146)
- F. Conference with Labor Negotiators: WTA, CSEA, Administration, Confidential Classified, District Representative: Superintendent (*G.C. 54957.6*)
- G. Public Employee Discipline/Dismissal/Release (*G.C. 54957*)

18. Reconvene to Open Session

Board President Carni reconvened to open session at 8:45 p.m.

19. Report out of Closed Session

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

- A. Request for Certificated Leave of Absence (3) (*G.C. 54957*)

MSP Rodriguez(Bowlds) to approve the Certificated Leave of Absence Requests (2) as presented with the caveat that the replacement and leave for the elementary vacancy will result in a 1.0 position being filled for the duration of the leave, not week to week substitutes.

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

- B. Request to Use Accumulated Sick Leave to Care for Family Member (2) *G.C. 54957*)

MSP (Bowlds/Rodriguez) to approve the Requests to Use Accumulated Sick Leave to Care for a Family Member as presented.

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

- D. Consideration of Early Retirement Incentive (2) (*G.C. 54957*)

MSP (Rodriguez/Bowlds) to approve Request for Early Retirement Incentive #1, prorating the incentive for the years served over ten years.

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

MSP (Rodriguez/Bowlds) to deny the Request for Early Retirement Incentive #2, for an employee who has served less than ten years in the district.

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

- E. Approval of Inter-district Transfer Requests (E.C. 35146)

MSP (Rodriguez/Bowlds) to approve the Inter-district Transfer Request Report as presented.

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

20. Items for Future Agendas

WTA President Paula Nunez shared her concerns about inequities in discipline and the resulting morale issues throughout the district. She shared suggestions for improving the morale in the district, and improving communication between the units and the administration.

CSEA president Dany Laurent presented an envelope stating that it contained her letter of reprimand, and a letter to the board appealing the administrative decision.

Board Member Neary cautioned Ms. Laurent to not share information about individual cases because the board may have to serve as the hearing officers. He recommended she keep her comments limited to updates regarding the employee feelings about issues or the district.

CSEA President Dany Laurent stated that she agrees with Paula Nunez, and stated that employees feel that the district is a hostile place to work.

21. Adjournment

MSP (Harris/Neary) to adjourn at 9:15 p.m.

Ayes: Harris, Neary, Bowlds, Carni, Rodriguez

Noes: None

Absent: None

Abstain: None

Patricia Johnson, Superintendent

Laurie Harris, Board Clerk