

**HAMILTON UNIFIED SCHOOL DISTRICT
BOARD MEETING
MINUTES
Hamilton High School Library
Thursday, March 17, 2016**

5:30 p.m. Public session for purposes of opening the meeting only.
 5:30 p.m. Closed session to discuss closed session items listed below.
 6:30 p.m. Reconvene to open session no earlier than 6:30 p.m.

1.0 OPENING BUSINESS:

1.1 Call to order and roll call

Tomas Loera, President Rosalinda Sanchez Gabriel Leal
 Judy Twede Hubert "Wendall" Lower, Clerk

2.0 IDENTIFY CLOSED SESSION ITEMS:

3.0 PUBLIC COMMENT ON CLOSED SESSION ITEMS: Public comment will be heard on any closed session items. The board may limit comments to no more than three minutes per speaker and 15 minutes per item.

4.0 ADJOURN TO CLOSED SESSION: To consider qualified matters.

1. *Education Code Section 48918, Student Discipline.* To consider disciplinary action including expulsion relative to student No. 400653, 3593, 3580, 3578, 9120, 3719, and 9113.
2. *Government Code Section 54957.6, Labor Negotiations.* To confer with the District's Labor Negotiator, Superintendent Charles Tracy, regarding HTA and CSEA negotiations.
3. *Government Code Section 54957 (b), Personnel Issue.* To consider the employment, evaluation, reassignment, resignation, dismissal, or discipline of a classified and certificated employees.
4. *Government Code Section 54956.9, Subdivision (a), Conference with Legal Counsel – existing litigation.* Name of case: Crews v. Hamilton Unified School District, Glenn County Superior Court, Case No. 15CV01394.

5.0 RECONVENE TO PUBLIC SESSION/FLAG SALUTE: Report action taken in closed session (no earlier than 6:30 p.m.). **6:44pm**

Tomas Loera, Board President reported the following action taken in closed session:

a. The Board accepted the suspended expulsion for student #400653 by a vote of 3 (Three) to 0 (Zero).

Ayes: 3	Noes: 0
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b. The Board accepted the stipulated expulsion for student #3593 by a vote of 4 (Four) to 0 (Zero).

Ayes: 4	Noes: 0
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c. The Board accepted the stipulated expulsion for student #3580 by a vote of 4 (Four) to 0 (Zero).

Ayes: 4	Noes: 0
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d. The Board accepted the stipulated expulsion for student #3578 by a vote of 4 (Four) to 0 (Zero).

Ayes: 4	Noes: 0
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e. The Board accepted the stipulated expulsion for student #9120 by a vote of 4 (Four) to 0 (Zero).

Ayes: 4	Noes: 0
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f. The Board accepted the stipulated expulsion for student #3719 by a vote of 4 (Four) to 0 (Zero).

Ayes: 4	Noes: 0
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g. The Board accepted the stipulated expulsion for student #9113 by a vote of 4 (Four) to 0 (Zero).

Ayes: 4	Noes: 0
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Tomas Loera, Board President reported that the Board gave the Superintendent direction regarding a confidential personnel matter.

6.0 **ADOPT THE AGENDA: (M)**

Motion for approval by Gabriel Leal, seconded by Rosalinda Sanchez.

Motion Carried: 4-0

Loera: Aye	Twede: Absent
Leal: Aye	Lower: Aye
Rosalinda: Aye	

7.0 **COMMUNICATIONS/REPORTS:**

1. Board Member Comments/Reports
 - a. Nothing to report.
2. ASB President and Student Council President Reports.
 - a. Hamilton High, Fernando Mendez-Ruiz.
 - i. Spring Break is Monday, March 28th through Friday, April 1st.
 - ii. FFA traveled to Chico State for on March 17th for an FFA Regional Meeting.
 - iii. Spring Dance Friday, March 18, 2016
 - b. Hamilton Elementary, Giovanni Martinez-Barron.
 - i. Doctor Seuss Day March 2nd.
 - ii. See's Candy fundraiser is coming to an end as Spring Break approaches.
 - iii. Getting ready for Track season.
3. District Reports (included in packet)
 - a. Food Service Report by LeAnn Radtke. (Page 1)
 - i. Written in Board Packet.
 - b. Operations Report by Marc Eddy.
 - i. Written in Board Packet.
 - c. Technology Report by Frank James. (Page 2)
 - i. Written in Board Packet.
 1. In person introduction of Temporary Information Systems Technician, Derek Hawley.
 - a. CBO, Diane Lyon introduced Derek Hawley, Temporary Information Systems Technician.
 - i. Mr. Hawley graduated from California State University, Chico.
 - ii. Has experience with surveillance at Enterprise High School in Redding, CA. and also casino surveillance.
4. Principal and Dean of Student Reports and New Employee Introductions
 - a. Cris Oseguera, Hamilton High School Principal.
 - i. Mr. Oseguera reported that he and his staff are working with seniors to ensure their graduation status remains positive as the year comes to an end.
 - ii. An Awards Assembly took place on Friday, March 4th - approximately 200 students were awarded for their different accomplishments.
 - iii. Winter sports were celebrated during the Awards Night.
 - iv. Friday, March 11th was an in-service for all teachers at HUSD.
 - v. Students attended a Reach Conference with counselors – it was sponsored by Friday Night Live.
 - vi. Spring Dance is being held on Friday, March 18th from 9:00pm to 11:00pm.
 - vii. There will be a teacher articulation for 6th, 7th and 8th grade on Upcoming on Monday, March 21st.
 - viii. Open House is scheduled for Thursday, April 7th at 6:30pm.
 - ix. Drama students are putting on a school play, "Grease" which will be on April 14th, 15th, and 16th.
 - x. The current quarter ends tomorrow, Friday, March 18th.
 - xi. Mr. Oseguera would like to thank maintenance for keeping facilities maintained during this rainy weather.
 - b. Darcy Pollak, Hamilton Elementary School Principal.
 - i. Ms. Pollak reported that current enrollment is 418 at Hamilton Elementary School.
 - ii. There will be Saturday School this Saturday, March 19th. There are three remaining Saturday Schools scheduled through the end of May.
 1. Gabriel Leal, Board Member asked Ms. Pollak "What is the main use for Saturday School?"
 - a. Ms. Pollak – It varies due to the needs of the student. It is used for making up absences and catching up on their work. Many students also attend out of enjoyment and would like to continue to learn. Students are required to show up on time and stay the entire 4 hours.

- b. Mr. Tracy – The State of California lays out guidelines for our Saturday School requirements.
 - iii. Preparing for the Expect Success Summer Camp.
 - iv. We have continued with the Morning Coffees and Parent Luncheons.
 - v. Ms. Titchenal took her students to the Vietnam Memorial in Willows. Ms. Titchenal said this field trip made an impact on her students and was a positive learning experience.
 - vi. Kindergarten registration for the 2016-2017 school year is nearing more than 50 students at this time.
 - c. Maria Reyes, District Dean of Students.
 - i. Written report hand out.
- 5. Superintendent Report by Charles Tracy
 - a. SSDA conference
 - i. *Mr. Tracy* announced that there was a lot of good information presented during this conference. Many classes offered at this conference were concentrated in the areas of governance, facilities, and budgeting.
 - ii. *Mr. Tracy* would like to look into having board workshops focused on:
 - a. Budget priorities.
 - b. Facilities – both short term and long term.
 - i. The “Growth Plan” was completed last school year.
 - c. District goals in relation to the LCAP.
 - i. The LCAP is presented throughout the school year.
 - ii. The next review will be by staff that will look at draft on April 4th during in-service.
 - 1. They will be review the 8 priorities.
 - b. The next public LCAP meeting will take place at the Hamilton High School Open House on Thursday, April 7th in the gymnasium beginning at 6:30pm.
 - i. Parents and community members are welcome.
 - c. A District Language Advisory Committee (DLAC)/English Learner Advisory Committee (ELAC) meeting on the presentation of the English Learner (EL) Master Plan will take place at Hamilton Elementary School on Friday, April 8th in the Cafeteria beginning at 11:00am.

8.0 **CORRESPONDENCE: None**

9.0 **DISCUSSION ITEMS:**

- 1. Second Interim Report by CBO Diane Lyon. (Page 3-37)
 - a. *Mrs. Lyon* presented the Second Interim. *Mrs. Lyon* spoke about the beginning and ending balances. She also covered multiyear projections and the positive budget report for Second Interim.
 - i. Noted that page 28 and 29 are not involved in second interim – this was mistake during the board packet printing process.
- 2. Roofing projects bid by CBO Diane Lyon. (Page 38)
 - a. After inspections of roofing needs, the estimates came in at approximately \$500,000.
 - i. Even though the projected cost of repairs came in at \$500,000, the bidders came in around \$300,000 which is less than what we thought we would need to spend. Materials were approximately \$148,000.
 - 1. Because bids came in under projected costs there will be money available for change orders if needed.
 - ii. Roofs needing repair will receive appropriate maintenance with this money.
 - 1. Any found dry rot will be replaced.
 - iii. *Mrs. Lyon* notes that ARK Design has done excellent work and recommends that they approve the lowest bidder for this project.
 - 1. Wendall Lower, Board Member said he has noticed eaves around the high school campus that have dry rot and would like to know if this would be included in the project.
 - a. *Mrs. Lyon* said she would find out if this would be included in the repairs if they are on the buildings needing repair.
 - iv. Work on these projects will begin on Friday, March 25th and the following week during Spring Break. Work will then be finished during the summer. The priorities are the Hamilton High School Gymnasium and the 400 building at Hamilton Elementary School.

- v. Barbara Bass, Community Member notes that the East side of cafeteria at Hamilton High School could use a longer eve to have students sit and eat under it, if possible.
3. Modular/portables by CBO Diane Lyon. (Page 39-40)
- a. See packet enclosure
 - i. The original (2) Pre-Owned 24X40 modular classrooms and (1) Pre-Owned 36X40 modular classroom were purchased for \$10,000 and the District received an estimated cost of \$635,000 to be refurbished and DSA approved for student use.
 - ii. After further investigation, the District found that it would save money by trading the originally purchased modular classrooms in for already refurbished classrooms.
 1. Impact Construction Services will give the District a discount of \$9,000 for the three original modular classrooms.
 - iii. The costs would instead come out to as follows using Impact Construction Services, Inc: Approximately \$90,000 for two 24X40 modular classrooms and \$66,000 for one 36X40 modular classroom.
 1. Total cost would be approximately \$156,000.
 - iv. In addition to reducing our refurbishing costs, Impact Construction Services, Inc. would haul off the prior used Opportunity trailer located on the Hamilton High School campus that can no longer be used as a classroom by direction of the State of California (it does not meet safety requirements).
 1. Removing the Opportunity trailer could have cost the District approximately \$5,000.
 2. Because Impact Construction Services, Inc. are willing to remove the Opportunity trailer for free, the District saves that cost.
 - a. Original cost of portables = \$10,000
 - b. Impact Construction Services, Inc. will give District \$9,000 (for the three originally purchased portables).
 - c. Impact Construction Services, Inc. will haul away the no longer usable Opportunity Trailer at no cost – this saves the District approximately \$5,000 (it would have cost the District approximately \$5,000 to haul away the trailer).
 - v. The time frame for this project will be tight and will be completed before the beginning of the 2016-17 school year.
 - vi. *Mrs. Lyon or Mr. Tracy* will provide a monthly progress report to the board.
 - vii. Discussion of piggy back – explained this process to Mrs. Bass
 1. Discuss the savings of doing a piggy back – not required to go out to bid.
 2. Impact Construction Services, Inc. provided all bid documents to piggyback on Fairfax School District.
 3. Mrs. Lyon displayed Fairfax School District’s bid documents to the public for view which was approximately more than 500 pages.

10.0 **PUBLIC COMMENT:** Public comment on any item of interest to the public that is within the Board’s jurisdiction will be heard (agenda and non-agenda items). The Board may limit comments to no more than three minutes per speaker and 15 minutes per topic. Public comment will also be allowed on each specific action item prior to board action thereon.

Genaro Reyes, Community Member – read aloud a letter from PTO on behalf of Vicky Casillas who was unable to attend the Board meeting.

The letter raised the following concerns about the Hamilton Elementary School Cafeteria:

- Students are not receiving full meals due to food running out.
- Milk that is sour/expired is being served for the students to drink.
- Healthy meals are not being made available when items such as pizza and hamburgers are being served.
- Any meal that is served is lacking of any flavor and are repeatedly being offered with little effort for diversification.

The PTO would like these matters corrected in order to promote a healthy lifestyle for our students at Hamilton Elementary School.

All board members and Mr. Tracy thanked Mr. Reyes for bringing these matters before the board and assured him that these concerns are being addressed.

Mr. Tracy noted that the CNIPS review is nearly complete. LeAnn Radtke, Director of Nutrition and Student Welfare is currently creating new recipes and menu items that will help address the lack of flavor in the menu items. Unfortunately, the District is bound by the states requirements for fat and sugar content, which makes it difficult to keep the flavor in certain foods. We provide options for the students and we are improving and standardizing this practice. Mr. Tracy notes that as we improve the District process we are taking into account parent concerns and will report to the Board.

Rosalinda Sanchez, Board Member – announced that she understood how disheartening it is to hear that your child did not eat lunch.

Barbara Bass, Community Member – addressed the board and asked if this was the first time they had heard these concerns or if they had discussed it prior.

Tomas Loera, Board President – answered Mrs. Bass and noted that he was just hearing the concerns that Genaro Reyes announced to the Board via letter.

11.0 **ACTION ITEMS:**

1. Adopt Second Interim Report. (Page 3-37)

Motion for approval by Gabriel Leal, seconded by Wendall Lower.

Motion Carried: 4-0

Loera: Aye	Twede: Absent
Leal: Aye	Lower: Aye
Rosalinda: Aye	

2. Approve roofing projects bid. (Page 38)

Motion for approval of ARK Design by Gabriel Leal, seconded by Rosalinda Sanchez.

Motion Carried: 4-0

Loera: Aye	Twede: Absent
Leal: Aye	Lower: Aye
Rosalinda: Aye	

3. Approve modular/portables. (Page 39-40)

Motion for approval of Impact Construction Services, Inc. by Gabriel Leal, seconded by Rosalinda Sanchez.

Motion Carried: 4-0

Loera: Aye	Twede: Absent
Leal: Aye	Lower: Aye
Rosalinda: Aye	

4. Approve HUSD to CSEA – Sunshine letter. (Page 41)

Motion for approval by Gabriel Leal, seconded by Wendall Lower.

Motion Carried: 4-0

Loera: Aye	Twede: Absent
Leal: Aye	Lower: Aye
Rosalinda: Aye	

5. Approve 2016-17 school year Leave of Absence extension for Martha Jaeger. (Page 42)

Motion for approval of 2016-17 school year Leave of Absence extension for Martha Jaeger with condition that the position may not be available but class and salary will remain the same by Wendall Lower, seconded by Rosalinda Sanchez.

Motion Carried: 4-0

Loera: Aye	Twede: Absent
Leal: Aye	Lower: Aye
Rosalinda: Aye	

12.0 **CONSENT AGENDA:** Items in the consent agenda are considered routine and are acted upon by the Board in one motion. There is no discussion of these items prior to the Board vote and unless a member of the Board, staff, or public request specific items be discussed and/or removed from the consent agenda. Each item on the consent agenda approved by the Board shall be deemed to have been considered in full and adopted as recommended.

1. Approve Warrants and Expenditures. (Page 43-61)
2. Approve Minutes for the:
 - a. Regular Board Meeting on February 25, 2016. (Page 62-65)
3. Approve Hamilton Unified School District Math Placement Policy in accordance with SB 359. (Page 66-71)
4. Approve California Department of Education Consolidated Application for 2015-16. (Page 72-89)
5. Approve Hamilton Elementary School Site Council Meeting Minutes for Monday, February 9, 2016. (Page 90-91)
6. Approve Hamilton Elementary School Site Council Meeting Minutes for Monday, February 22, 2016. (Page 92-93)
7. Approve Hamilton High School field trip to "Bouquets to Art 2016 de Young Museum, San Francisco." (Page 94)
8. Approve Hamilton High School M.E.Ch.A field trip to Santa Cruz for enrichment. (Page 95)
9. Approve Interdistrict Transfers (new – elementary students reapply annually).
 - a. None
10. Approve Personnel Actions as Presented:

- a. New Hires:
 - i. Derek Hawley, Temporary Information Systems Technician
 - ii. Sylvia Sanchez-Robles, Community Day School Teacher
- b. Resignations/Retirement:
 - i. None


Motion for approval of consent agenda by Gabriel Leal, seconded by Rosalinda Sanchez.

Motion Carried: 4-0

Loera: Aye	Twede: Absent
Leal: Aye	Lower: Aye
Rosalinda: Aye	

13.0 **ADJOURNMENT: 8:16**

- a. Close in memory of Martin Diaz.

 4.21.16

 Wendall Lower, Clerk



 Charles Tracy, Superintendent