

**HAMILTON UNIFIED SCHOOL DISTRICT**

**REGULAR BOARD MEETING MINUTES**

**Hamilton High School Library**

**Tuesday, January 22, 2013**

**1.0 OPENING BUSINESS.**

1.1 The meeting was called to order at 5:30 p.m. for purposes of opening the meeting. Roll call was taken.

Tomas Loera, President       Tim Anderson, Clerk       Gabriel Leal  
 Judy Twede       Hubert "Wendall" Lower

ABSENT: Gabriel Leal

OTHERS PRESENT: Charles Tracy, Superintendent; Elizabeth Saiz Perry, Administrative Assistant; Diego Martinez, ASB President; and Lizette Diaz, Student Council President.

GUESTS: Darcy Pollak, Maria Reyes, Marc Eddy, Diane Lyon, Tom Conwell, Hogan Brown, Ryan Bentz, Rosalinda Sanchez, and Alfredo Diaz.

**2.0 IDENTIFY CLOSED SESSION ITEMS.** No public.

**3.0 PUBLIC COMMENT ON CLOSED SESSION ITEMS.** None.

**4.0 ADJOURNED TO CLOSED SESSION AT 5:31 PM.** To consider qualified matters.

4.1 Government Code Section 54957.6, Labor Negotiations. To confer with the District's labor negotiator, Superintendent Charles Tracy, regarding CSEA and HTA negotiations.

4.2 Government Code Section 54957, Personnel Issues. The District will consider the resignation of an employee: Coach.

4.3 Government Code Section 54957, Personnel Issues. The District will consider leave for an employee: Hamilton Community Day School Teacher.

4.4 Government Code Section 54957, Personnel Issues. The District will consider the evaluation of an employee: Superintendent.

**5.0 RECONVENED TO PUBLIC SESSION AT 6:30 PM/THE FLAG SALUTE WAS LED BY TOMAS LOERA.** No action taken in closed session.

**6.0 ADOPTED AGENDA.** It was moved, seconded, and carried to adopt as presented.  
(176 Twede – Anderson)

**7.0 PUBLIC COMMENT.** None.

**8.0 COMMUNICATIONS/REPORTS.**

8.1 Board Member Comments/Reports. Judy Twede stated that she thoroughly enjoyed Board Visitation today; the school tours and information provided made for a very enjoyable morning. Tim Anderson and Tomas Loera concurred.

8.2 ASB President and Student Council President Reports.

1. Hamilton High, Diego Martinez, reported on activities including Homecoming, Prom, sports, and Cash for College. FFA presented a gift of Olive Oil, the first product off their olive crop, to the Board. Diego will provide Mr. Tracy with the Prom date.

2. Hamilton Elementary, Lizette Diaz, reported on activities including Parent Education Night, a Valentine's Dance for 6<sup>th</sup>-8<sup>th</sup> graders, Peaceful Playground, and Science projects. Ms. Pollak will provide Mr. Tracy with the Science Fair date.

8.3 Food Service Report by LeAnn Radtke. Handout provided.

8.4 Operations Report by Marc Eddy. Presented handout and highlighted miles driven, driver training, bus servicing and inspections, activities, maintenance, and repairs.

- 8.5 Technology Report by Allan Bradley. Handout provided.
- 8.6 Principal and Dean of Student Reports.
  - 1. Cris Oseguera, Hamilton High School Principal. Handout provided.
  - 2. Darcy Pollak, Hamilton Elementary School Principal. Reported on activities including the Christmas program, 2013-14 master schedule, PLC goals, on-line Accelerated Reader program, Allan Bradley's work on their computer issues of which they are very appreciative, Smarter Balance Testing and pilot testing for 8<sup>th</sup> grade math, and Parent Information Night. Ms. Pollak publicly expressed appreciation to the maintenance and custodial staff for being flexible and the good job they do.
  - 3. Maria Reyes, District Dean of Students. Distributed handout and thanked Board for visiting the EBHS campus today. Highlighted enrollment, CAHSEE testing, Butte College tour, CTE tours, and California Conservation Corp presentation.
- 8.7 Superintendent Report by Charles Tracy.
  - 1. Fiscal Report: Federal Cuts to Education Held Off...For Now.
  - 2. Governor's Proposed Budget. Will not see reduction in Title funds at this time. A deal in the making for a longer-term resolution.
  - 3. Board Visitation Day. Toured all campuses except HCDS (sub on campus) for a good morning.
  - 4. Board Governance Training Day Update. Matt Juhl-Darlington (District Attorney) will provide the training and we will host for the Board and open up to the county. Tentatively, a Monday evening for two hours, around the first part of April.
  - 5. Congratulated Allan Bradley, District Technology Director, for the remapping of HES as well as facilitating the fiber installation between buildings. Waiting on switches to connect fiber resulting in increased speed. Approximately 90% implemented. The goal is 100% efficiency by year end.
- 8.8 Communications.
  - 1. Hamilton City FFA President's Report by Audra Jones including recognition of the Hamilton High School Agriculture Department as Outstanding Program for the Superior Region California Agricultural Teacher's Association (CATA) at their Fall Regional Meeting.
  - 2. Thank you letter from the Orland Pantry to Hamilton High School dated January 8, 2013 for their participation in collecting food for Christmas food boxes.
  - 3. Early Assessment Program (EAP) Data Report, 2012 for HHS reflecting an increase in scores.

**9.0 DISCUSSION ITEMS**

- 9.1 HES Saturday School Proposal. Presentation by Principal Darcy Pollak. A handout was distributed and the rationale, financial aspects, and procedures for Saturday School were discussed.
- 9.2 Hamilton Elementary School Year 4 Plan Update. A skeleton plan was developed by Mr. Tracy and provided to the Board. The Board will take action after the DAC has completed the work on the plan.
- 9.3 Request to Re-establish JV Softball and Baseball Programs. Mr. Hogan spoke on behalf of Coach Mason and himself. They have funding for approximately two of the recommended five years with support from Boosters Club and other coaches and clubs. Students are interested and they believe they can raise the funds as the community is very supportive and they've done it before. Mr. Tracy is all for it if the funds can be raised.
- 9.4 Audit, 2011-12. The District presented the auditor's findings for the 2011-12 school year. We had a very successful audit with only four issues that needed corrective action by the district during the coming school year. This was good news as the auditors found 18

issues during the 2010-2011 school year audit. CBO, Diane Lyon, and her staff were congratulated for this improvement.

- 9.5 Glenn County Planning & Public Works Agency Request for Review. Conditional Use Permit 2003-04, Amendment, Riverwest Processing, Inc. Reviewed with no opposition.
- 9.6 Initial Proposal from HUSD to CSEA, 2013-14. HTA's sunshine proposal was offered to the Board. The proposal will need to come back for final acceptance on February 12, 2013.
- 9.7 Initial Proposal from HTA to HUSD, 2013-14. The District offered its first sunshine letter to CSEA. It will come back to the Board on February 12, 2013 for formal adoption.
- 9.8 Administrative Regulation 3350, Travel and Expense. First Reading.
- 9.9 Administrative Regulation 3541.1, Transportation for School-Related Trips. Insurance recommendations were discussed. Our current policy recommends the legal limits and GSRMA recommends \$100,000/\$300,000/\$50,000. The present requirements are \$15,000/\$35,000/\$5,000.

10.0 ACTION ITEMS (M) (Including Any Item Removed From the Consent Agenda.)

- 10.1 Saturday School Program. It was moved, seconded, and carried to begin the Saturday School Program in February, and Ms. Pollak will bring back to the June Board Meeting for evaluation.

(177 Twede - Anderson)
- 10.2 Request to Re-establish JV Softball and Baseball Programs. It was moved, seconded, and carried to approve the JV programs with the condition that they are self-funded for a minimum of five years.

(178 Anderson – Twede)
- 10.3 Certificated Seniority List revised January 11, 2013. It was moved, seconded, and carried to approve the list with the proviso that a tie-breaker is to be determined between Lohse and Steele.

(179 Anderson – Twede)
- 10.4 Classified Seniority List revised December 6, 2012. It was moved, seconded, and carried to approve the list.

(180 Twede – Anderson)
- 10.5 Administrative Regulation 3541.1, Transportation for School-Related Trips. Approved increase in insurance requirements to \$100,000/\$300,000/\$50,000.

(181 Anderson – Twede)
- 10.6 Audit, 2011-12. It was moved, seconded, and carried to accept as submitted.

(182 Twede – Anderson)
- 10.7 Board Appointments to District Advisory Committee (DAC). One application was received requesting to be a part of the DAC from Christina Rios. Mr. Tracy, Erica Gorden, Blanca Godinez, Tomas Loera, and Judy Twede agreed to be on the Committee. Mr. Loera recommended Rosalinda Sanchez to the committee. Ms. Sanchez informed the Board of Gonzalo Fuentes' interest.

It was moved, seconded, and carried to form the DAC and approve the three names submitted for the DAC: Christina Rios, Rosalinda, Sanchez, Mr. Leal's recommendation, as well as Erica Gorden, Blanca Godinez, Tomas Loera, and Judy Twede. Other names may be presented at the February Board meeting.

(183 Lower – Twede)

10.8 CSEA Agreements. It was moved, seconded, and carried to accept the agreement and side letter.

1. Agreement between HUSD and CSEA Chapter 623, 2012-2015.
2. Side Letter dated November 13, 2012.

(184 Twede – Anderson)

11.0 **CONSENT AGENDA**. It was moved, seconded, and carried to accept as submitted.

(185 Twede – Anderson)

- 11.1 Warrants and Expenditures.
- 11.2 Minutes of the Regular and Organizational Board meetings of December 10, 2012.
- 11.3 Hobart three-door freezer #000016 in Food Service determined to be obsolete by Maintenance Director.
- 11.4 Williams Quarterly Report.
- 11.5 Ray Morgan Company Value Rental Lease Agreement for HHS Library copier.
- 11.6 CSEA Job Descriptions.
  1. District Account Clerk.
  2. High School Office Assistant I.
- 11.7 School Improvement.
  1. Supplemental Educational Services (SES) Brochure to meet NCLB tutoring service requirements.
  2. HES Single School Plan for Student Achievement Revision 2012-13 approved by School Site Council on January 9, 2013.
  3. HES Single Plan for Student Achievement, 2012-13 Program Improvement Year 3 Corrective Action Plan.
- 11.8 School Site Council.
  1. HES: Agendas from January 9, 2013 and January 16, 2013 meetings and Minutes from December 12, 2012 and January 9, 2013 meetings.
  2. HHS: Agenda from January 9, 2013 meeting and Minutes from December 5, 2012 meeting.
- 11.9 Personnel.
  1. Employ Gumar Alvarez as Temporary Computer Technician.
  2. Accept resignation of Chris Fenske, Volunteer Boys JV and Varsity Basketball Assistant Coach.
  3. Accept resignation of Dennis Marcella, Volunteer Boys JV Basketball Assistant Coach.
  4. Accept retirement letter from Blanca Ledezma.

12.0 **ADJOURNED AT 8:09 PM.**

Respectfully Submitted,



Chuck Tracy, Superintendent

Approved and Entered into Board Records,

Tim Anderson, Board Clerk

