

**HAMILTON UNIFIED SCHOOL DISTRICT  
BOARD MEETING  
MINUTES  
Hamilton High School Library  
Wednesday, September 27, 2017**

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6:00 p.m. Public session for purposes of opening the meeting only.  
 6:00 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:**

Call to order and roll call

Gabriel Leal, President                       Rosalinda Sanchez (absent beginning at 7:53 p.m.)  
 Hubert "Wendall" Lower, Clerk               Tomas Loera  
 Rod Boone

**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. Government Code Section 54957.6, Labor Negotiations. To confer with the District's Labor Negotiator, Superintendent Charles Tracy regarding HTA and CSEA negotiations.
2. Government Code Section 54957 (b), Personnel Issue. To consider the employment, evaluation, reassignment, resignation, dismissal, or discipline of a classified and certificated employees.
3. Government Code Section 54956.9, Subdivision (a), Existing litigation. Name of case: Crews v. Hamilton Unified School District, Glenn County Superior Court, Case No. 15CV01394.

*Report out actions taken in closed session.*

**5.0 PUBLIC SESSION/FLAG SALUTE:**

*Board President, Gabriel Leal:* there was no action taken take in closed session and there was no direction given in closed session.

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

Motion for approval by Wendall Lower, seconded by Rosalinda Sanchez. Motion Carried: 5-0

Loera: Aye	Boone: Aye
Leal: Aye	Lower: Aye
Sanchez: Aye	

**7.0 COMMUNICATIONS/REPORTS:**

1. Board Member Comments/Reports.
  - a. Board Member, Rosalinda Sanchez: I attended two recent football games at the elementary school, both of which they won and I also attended the Hamilton High School Homecoming game. The students put together wonderful floats and our football team performed well.
  - b. Board Member, Rod Boone: I attended the Cross Country meeting at Black Butte Lake; all of our runners did very well. Our Cross Country team is supportive of not only each other but other teams as well. One of our runners locked arms with another runner from a different team to encourage them through to the end of the race.
2. ASB President and Student Council President Reports.
  - a. Hamilton High, Tate Gruenwald.

- i. The Hamilton High School Homecoming Game was a success; we won 76 to 31 against Western Sierra Collegiate Academy from Rocklin, CA.
    - ii. The Homecoming King is John Zuppan and the Homecoming Queen is Carolina Sandoval.
    - iii. The homecoming dance was all successful; there were over 100 students in attendance which was a significant improvement over last year.
    - iv. Homecoming Spirit Week also had a lot more participation than in recent years. Those planning are doing a great job and students have more school spirit.
    - v. All sports are doing really well overall, football, cross country and volleyball.
    - vi. The first quarter ends next Friday, October 6<sup>th</sup>.
  - b. Hamilton Elementary, Alexis Villegas.
    - i. Not present.
- 3. Principal and Dean of Student Reports
  - a. Cris Oseguera, Hamilton High School Principal.
    - i. Attendance rate is at 98 percent.
    - ii. Current enrollment is 281.
    - iii. The homecoming game took place on Friday, September 22, 2017; varsity won.
    - iv. Each class put together "mini floats" that were judged by those attending the homecoming game. The junior class won for best mini float.
    - v. Our athletic teams are all doing well and students are enjoying the season.
    - vi. Teachers are continuing their PLCs. Glenn County Office of Education – Teacher Resources for Enhancing Education (TREE) presented to our teachers.
    - vii. Child Abuse Treatment Program (CHAT) presented to our teachers as well. CHAT is a child abuse prevention program through county developmental health. They assess the referrals and work well with us and the families; this is a resource for our teachers. "The Glenn County CHAT Program funds direct client services including therapeutic treatment to all child victims of abuse and neglect, abduction, domestic, family, school and community violence regardless of race, ethnicity, or religion. Approved family members may also receive services as an integral part of the child's treatment plan. CHAT staff members provide immediate and on-going emotional support to clients as they work through loss, anger, sadness, and as they begin to reorganize their lives."
    - viii. Kylee Paulos, Registered Nurse from Glenn County trained the high school staff on Glucagon. Blood sugar levels are an important part of overall health. When blood sugar levels drop, an individual may feel lethargic. If they drop too low, the individual may become disoriented, dizzy or even pass out. Blood sugar control involves a complex system of hormones, and one of those hormones is glucagon.
    - ix. Cash for college upcoming on Saturday, October 14, 2017 in the Hamilton High School Library.
    - x. Scholarship Information Night was on Wednesday, September 13, 2017 in the Hamilton High School Library at 7:00 p.m. Students and parents learned about critical senior year tasks: college entrance exams, application process, scholarships and financial aid.
    - xi. Campus tours to California colleges took place on September, 17<sup>th</sup> and 18<sup>th</sup>.
    - xii. The PSAT will be on October 11<sup>th</sup>. The College Readiness Block Grant (CRBG) will be covering the cost to students.
    - xiii. Friday, October 6, 2017 is the end of quarter.
    - xiv. Maintenance and transportation has done well in making things go smoothly.
  - b. Maria Reyes, District Dean of Students.
    - i. We are progressing well with credit recovery at Ella Barkley High School.
    - ii. Students listened to a presentation for life after high school which was beneficial and informative.
    - iii. This Friday, September 29, 2017 we are visiting the ROP program and the Chico Employment Center to give students the tools on how to acquire jobs. We will also be visiting the same one in Orland.
    - iv. Students are currently growing plants from seedlings and they are doing very well.
    - v. On Thursday, September 21, 2017 we had parent teacher conferences.
- 4. District Reports
  - a. Food Service Report by LeAnn Radtke.
    - i. Handout
  - b. Operations Report by Marc Eddy.
    - i. Handout
  - c. Technology Report by Derek Hawley.
    - i. Handout

5. Chief Business Official/Facilities Report by Diane Lyon.
  - a. Ms. Lyon's report contained a recap of recent projects at HUSD: installed 3 portables at HES, 1 portable for adult education, roofs restored at Hamilton Elementary School and Hamilton High School, drainage at Hamilton Elementary School was fixed, cafeteria repairs over the summer including new flooring in the Hamilton High School Cafeteria, slurry seal and striped the student parking lot at Hamilton High School. In the process of getting a floral refrigerator for an adult education course, the face of the gym repainted.
6. Superintendent/Interim Hamilton Elementary School Principal Report by Charles Tracy.
  - a. Update on Board Workshop from September 11, 2017: facilities walk with board members, staff, parents and community members.
    - i. The workshop had a good turnout. From this workshop we have a list of items brought forth by parents, staff and community members.
    - ii. Would Wednesday, November 8, 2017 from 5:30 p.m. to 7:30 p.m. work for the Board?
      - i. Board President, Gabriel Leal: Yes that works in my schedule.
      - ii. Board Member Wendall Lower: Yes
      - iii. Board Member, Rosalinda Sanchez: Yes I am available
      - iv. Board Member, Rod Boone: Yes
      - v. Board Member, Tomas Loera: Yes
      - vi. Superintendent, Charles Tracy: Ok, wonderful. We will offer a light dinner; we will post a flyer, post online, and send out auto dialers to parents as we get close to the workshop.
    - iii. Hamilton Elementary will be holding parent conferences on Wednesday, October 11<sup>th</sup> & 12<sup>th</sup>, 2017.
    - iv. The next PTO meeting will be on Tuesday, October 17<sup>th</sup>, 2017.
    - v. The Boys & Girls Club of the North Valley – Hamilton City will be hosting their open house on October 26, 2017 at 5:30 p.m.
  - b. Hamilton Elementary School Mural.
    - i. Entryway to the elementary cafeteria: Center for Healthy Communities is a program committed to providing regular nutrition and physical education lessons to support Hamilton Elementary students. The mural celebrates our community's health and well-being. Artist and Butte College teacher Rebecca Shelly worked with middle school students to plan and paint this mural. Student artists included Alexia A., Cesar M., Kent T., Edgar P., and Marimar O. The mural was paid for by a grant from USDA SNAP-ed.
  - c. Our 4<sup>th</sup> graders participated in the 4<sup>th</sup> Grade Farm Day; on Wednesday, September 20, 2017 all Glenn County 4<sup>th</sup> Graders were invited to participate in a morning of fun Ag education at the Glenn County Fair Grounds.
  - d. Lions fundraiser on September 9, 2017.
    - i. This fundraiser was successful; raising money to build a gazebo/covered area in the park where people can hold events, including inclement weather. Approximately \$4,000 raised. This is a positive thing as our schools use that park.
  - e. The Dual Immersion Information Nights have gone well. Staff, parents and community members have had positive discussion thus far. There is a good amount of involvement and Positive discussion.
  - f. Holidays:
    - i. Friday, November 10<sup>th</sup> in observance of Veterans Day.
  - g. School Board Meetings:
    - i. Wednesday, October 25, 2017
    - ii. *No November meeting*
    - iii. Wednesday, December 13, 2017

8.0 **CORRESPONDENCE:** Hamilton City SR 32 Crosswalk Follow Up – CALTRANS (page 1)  
*Superintendent, Charles Tracy:* I attended a meeting at the Caltrans Office (District 3) in Marysville. I took photographs to the meeting of the road way and crosswalk from all angles to help describe our need and concerns. They do have some ideas for resolution of this issue but funding is the main hurdle. They would like to install lighted signs but these are expensive and Caltrans will need to apply for a grant in order to get them. Currently they are working on the traffic funds and it is be a minimum of 12 to 18 months before Caltrans gets the money and work can begin. The resolution of this will be an ongoing dialogue between HUSD and Caltrans. There is no sidewalk on high school side of highway 32 so this is a priority for both HUSD and Caltrans to address.  
*Board Member, Rod Boone:* California Highway Patrol said they would try and get their staff here during before school, lunch time, and after school; and potentially put up speed trailers.

*Superintendent, Charles Tracy:* Yes, California Highway Patrol has made it clear that this needs to be a priority for the safety of our students.

*Hamilton High School English Teacher, Rina Gonzalez:* I have seen students returning or going to the taco trucks and not paying close enough attention to the large semi-trucks driving through Hamilton City. These trucks are large and cannot stop easily. Sometimes it's the drivers being distracted, sometimes it's the kids.

Hamilton High School Counselor, Kelly Langan: On Wednesday, October 4, 2017 students will be participating in a distracted driving seminar in Hamilton High School Library.

*Hamilton High School Principal, Cris Oseguera:* We also periodically put announcement in the Daily Brave about safely crossing the highway.

9.0

**DISCUSSION ITEMS:**

1. Boys & Girls Club Hamilton City update. (page 2-11)

- a. Jessica Starkey, the Area Director presented on how the Boys & Girls Club – Hamilton City is doing.
  - i. The statistics presented are a reflection of last year, current year data is not yet available.
- b. Findings of the community survey and outreach process –identified the need to develop recreational facilities and programming for youth and seniors.
- c. Facilities and programs targeted at youth and teens, which operate both after school and in the summer:
  - i. art/music/dance
  - ii. computer literacy/language skills,
  - iii. tutoring/mentorship
  - iv. visual/performing arts
  - v. cooking, health, wellness, & nutrition
- d. Board of Directors:
  - i. Richard Carriere, President – Carriere Family Farms
  - ii. Glenn County Sherriff's Department
  - iii. Sherry Gruber – Land O' Lakes
  - iv. Merrilee Johnson – Johnson Family Farms
  - v. Gee Singh – Century 21 Jeffries Lydon & Double EE Gas & Market
  - vi. Vicki Staples – Capay Farms
  - vii. Chuck Tracy – Hamilton Unified School District
- e. Community Involvement:
  - i. Hamilton City Community Services District
  - ii. Lions Club
  - iii. The Women's Club
- f. Our members (note: this is last year's data, current data not yet available):
  - i. 200 youth registered
  - ii. 109 youth a day (131 per day current)
  - iii. 53% girls
  - iv. 47% boys
  - v. 64% of families make less than \$30,000 annually
  - vi. 42% live in single parent or non-two parent homes
  - vii. 40% Rely on Social Services
- g. Mrs. Starkey also presented on what a typical week would look like at the Boys & Girls Club – Hamilton City.
- h. What we accomplished in 1 year
  - i. Academic Success Sessions: 1389
  - ii. Character & Leadership Sessions: 60
  - iii. Healthy Lifestyles Sessions: 639
  - iv. One to One Mentors: 13
  - v. Special Events Activities: 16
  - vi. Field Trips: 31
  - vii. Afterschool and Summer Days: 213
  - viii. Added a supper program daily
  - ix. Weekly Farmers Market: 42 weeks
- i. Quote from Mom: "You make our kids feel special; I admire how giving you are to our community. In all not only are you giving, but you sincerely do care for our kids. I know that when my children are with you they are learning, they are loved, and they are safe. You are a blessing to this school." - Riviera Family

- j. Quote from District Reading Specialist and Literacy Coach: "You are heroes in the eyes of our students, and you are successfully teaching them that they, too, have superhero powers. On behalf of all the staff at HES, we thank you!"  
Jenny Firth
  - k. *Board Member, Rosalinda Sanchez*: What is an academic session?
  - l. *Mrs. Starkey*: it relates to grade specific homework completion and accuracy. Integrate STEM for example; our staff will speak to teachers and find out what is going on in the classroom.
  - m. For field trips we have a club van and have worked with Marc Eddy, Maintenance and Transportation Director and HUSD.
  - n. *Superintendent, Charles Tracy*: There are two events coming up – lights on afterschool – programs to highlight what kids have been doing at the program and the Champion for Kids Luncheon – November 15<sup>th</sup>.
  - o. *Mrs. Starkey*: we also serve dinner at Thanksgiving; turkey time. Last year we had enough for 300 and served over 200. The remainder was then delivered to the community.
2. Public Hearing. Adjourn to public hearing to solicit public input regarding the GANN Limit. Reconvene to public session. (Diane Lyon) (page 12)
- a. Start: 7:31 p.m.
    - i. "The Gann Limit (named for Paul Gann, the author of Proposition 4 which amended the State Constitution to establish this limit) is intended to constrain the growth in state and local government spending by linking year-to-year changes in expenditures to changes in inflation (represented by per capita personal income) and population (represented by average daily attendance [ADA] for schools). Established in 1979 following the enactment of Proposition 13 and subsequently amended by Proposition 111, the Gann Limit has become a largely pro forma calculation that no longer constrains governmental expenditures. This is because the limit has grown significantly faster than appropriations subject to the limit." – School Services of California
  - b. End: 7:32 p.m.
3. Unaudited Actuals, presentation by Diane Lyon. (page 13-45)
- a. 13,000 approximately different. We are on the same page with the same goals.
  - b. 8.4 million revenues, 8 million in expenditures.
  - c. Ending balance is 2.6 million from 2016-17.
  - d. Fund 11 is Adult Education; ending balance is 93,000.
  - e. Fund 12 is Preschool; required to spend money every year.
  - f. Cafeteria fund; 266,000 beginning balance.
  - g. Deferred Maintenance fund – using for facilities – ending balance of 7,900. Projects; continue to budget.
  - h. Fund 17 special reserve fund 1,900 in revenue, beginning balance of 313,000.
  - i. Fund 20 special reserve fund – 1,200 all interest, no expenditures, beginning 204,000, ending balance of 205,000.
  - j. Fund 25 capital facilities – developer fees; 10,000 collected; ending balance of 97,000.
  - k. Bond interest redemption fund; ending 176,000 fund is maintained by county office and dept. of treasury.
  - l. Long-term liabilities – bond payments:
    - i. *Board President, Gabriel Leal*: was there an adjustment on the Bond?
    - ii. *Chief Business Official, Diane Lyon*: the accounts and adjustments are made at the county level.
    - iii. *Board Member, Rosalinda Sanchez*: how many bonds do we still owe on?
    - iv. *Superintendent, Charles Tracy*: one.
  - m. SELPA – our bill back from the county went up 80,000.
  - n. *Superintendent, Charles Tracy*: We budget at the beginning of the year, and then we find out the real bill back in April from the county.
  - o. *Board Member, Rod Boone*: What was the final number?
  - p. *Chief Business Official, Diane Lyon*: approximately 8.5 million.
4. Glenn County Office of Education Recommended Revisions to HUSD 2017-18 LCAP, L. Anderson. (page 46)
- a. Revisions are grammatical in nature and are expanded for clarification.
5. Local Control Accountability Plan Update and Information, L. Anderson (handout).
- a. 7:59 p.m. Mrs. Anderson updated the public and the board on our LCAP and our goals aligned to the 8 state priorities. This year we will write the plan for next school year.
  - b. Mrs. Anderson also reviewed the California School Dashboard; 10 indicators to measure performance, 6 state and 4 local.
    - i. State:
      - 1. College and career: percent of students prepared for college and career.
      - 2. Graduation rate: percent of students who earn a regular high school diploma.

3. Academics – ELA and math: distance from the lowest score needed for “Standard Met.”
  4. English Learner Progress: percent of English Learners making one year’s progress.
  5. Chronic absenteeism.
  6. Suspension rate: percent of students who were suspended.
- ii. Local:
1. Basic conditions
  2. Implementation of academic standards
  3. Parent engagement
  4. School climate

c. *Board Member, Wendall Lower:* How is the Academic Parent Teacher Teams (APTT) working out?

d. *TOSA, Leslie Anderson:* They are going quite well; almost all teachers at K-5 level are participating.

6. Resolution 17-18-104 adopting a Conflict of Interest Code. (page 47-56)
7. Second reading of Board Policy 0460 Local Control and Accountability Plan (*for regular manual maintenance*). (page 57-59)
8. Second reading of Board Policy and Administrative Regulation 3260 Fees and Charges (*for regular manual maintenance*). (page 57-59)
9. Second reading of Administrative Regulation 4112.22 Staff Teaching English Learners (*for regular manual maintenance*). (page 57-59)
10. Second reading of Exhibit 4112.9/4212.9/4312.9 Employee Notifications (*for regular manual maintenance*). (page 57-59)
11. Second reading of Administrative Regulation 4161.1/4261.1/4361.1 Personal Illness/Injury Leave (*for regular manual maintenance*). (page 57-59)
12. Second reading of Board Policy 5111 Admission (*for regular manual maintenance*). (page 57-59)
13. Second reading of Board Policy 5111.1 District Residency (*for regular manual maintenance*). (page 57-59)
14. Second reading of Board Policy and Administrative Regulation 5113 Absences and Excuses (*for regular manual maintenance*). (page 57-59)
15. Second reading of Exhibit 5145.6 Parental Notifications (*for regular manual maintenance*). (page 57-59)
16. First reading of Board Policy 5148.2 Before/After School Programs (*for regular manual maintenance*). (page 60-62)
17. First reading of Administrative Regulation 5148.2 Before/After School Programs (*for regular manual maintenance*). (page 60-62)
18. First reading of Board Policy 6111 School Calendar (*for regular manual maintenance*). (page 60-62)
19. First reading of Board Policy 6117 Year-Round Schedules (*for regular manual maintenance*). (page 60-62)
20. First reading of Board Policy 6142.2 World/Foreign Language Instruction (*for regular manual maintenance*). (page 60-62)
21. First reading of Administrative Regulation 6142.2 World/Foreign Language Instruction (*for regular manual maintenance*). (page 60-62)
22. First reading of Board Policy 6144 Controversial Issues (*for regular manual maintenance*). (page 60-62)
23. First reading of Board Policy 6174 Education for English Learners (*for regular manual maintenance*). (page 60-62)
24. First reading of Administrative Regulation 6174 Education for English Learners (*for regular manual maintenance*). (page 60-62)
25. First reading of Board Policy 6176 Weekend/Saturday Classes (*for regular manual maintenance*). (page 60-62)
26. First reading of Board Policy 2121 Superintendent’s Contract (*for regular manual maintenance*). (page 60-62)
27. First reading of Board Policy 1312.3 Uniform Complaint Procedures (*for regular manual maintenance*). (page 60-62)
28. First reading of Administrative Regulation 1312.3 Uniform Complaint Procedures (*for regular manual maintenance*). (page 60-62)
29. First reading of Board Policy 1340 Access to District Records (*for regular manual maintenance*). (page 60-62)

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.

No public comment.

11.0 **ACTION ITEMS:**

1. Board Resolution 17-18-103 GANN Limit. (page 12)

Motion for approval by Wendall Lower, seconded by Tomas Loera.

Motion Carried: 4-0

Loera: Aye	Boone: Aye
Leal: Aye	Lower: Aye
Sanchez: Absent	

2. Unaudited Actuals Report, 2016. (page 13-45)

Motion for approval by Tomas Loera, seconded by Wendall Lower.

Motion Carried: 4-0

Loera: Aye	Boone: Aye
Leal: Aye	Lower: Aye
Sanchez: Absent	

3. Resolution 17-18-104 adopting a Conflict of Interest Code. (page 47-56)

Motion for approval by Rod Boone, seconded by Wendall Lower.

Motion Carried: 4-0

Loera: Aye	Boone: Aye
Leal: Aye	Lower: Aye
Sanchez: Absent	

4. Second reading of (page 57-59):

- i. Board Policy 0460 Local Control and Accountability Plan.
- ii. Board Policy and Administrative Regulation 3260 Fees and Charges.
- iii. Administrative Regulation 4112.22 Staff Teaching English Learners.
- iv. Exhibit 4112.9/4212.9/4312.9 Employee Notifications.
- v. Administrative Regulation 4161.1/4261.1/4361.1 Personal Illness/Injury Leave.
- vi. Board Policy 5111 Admission.
- vii. Board Policy 5111.1 District Residency.
- viii. Board Policy and Administrative Regulation 5113 Absences and Excuses.
- ix. Exhibit 5145.6 Parental Notifications.

Motion for approval by Rod Boone, seconded by Tomas Loera.

Motion Carried: 4-0

Loera: Aye	Boone: Aye
Leal: Aye	Lower: Aye
Sanchez: Absent	

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. Warrants and Expenditures. (page 63-93)
- 2. Williams Quarterly Report. (page 94)
- 3. Glenn County Office of Education – Teacher Resources for Enhancing Education (TREE), Agreement for Library Media Services from the TREE 2017-18. (page 95-99)
- 4. Minutes for the Regular Board Meeting on August 23, 2017. (page 100-106)
- 5. Hamilton Elementary School Site Council Meeting Minutes for May 11, 2017. (page 107-108)
- 6. Hamilton Elementary School Site Council Meeting Agenda for August 10, 2017. (page 109)
- 7. Dual Immersion Leadership Team Minutes for: September 7, 2017. (page 110-111)
- 8. Hamilton High School Site Council Meeting Agenda for: September 12, 2017. (page 112)
- 9. Hamilton High School pilot course offerings for the 2017-18 school year. (page 113-114)
  - a. Dance (Mr. Jarvis)
- 10. Hamilton High School 2017-18 Field Trips. (page 115)
- 11. Hamilton High School 2017-18 Scheduled Fundraisers. (page 116)
- 12. Interdistrict Transfers (new only) (elementary students reapply annually).
  - a. Out
    - i. Hamilton Elementary School
      - 1. None

