

**HAMILTON UNIFIED SCHOOL DISTRICT
BOARD MEETING
Minutes
Hamilton High School Library
Wednesday, August 23, 2017**

- 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.
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1.0 OPENING BUSINESS:

Call to order and roll call

_____ Gabriel Leal, President _____ Rosalinda Sanchez _____ Tomas Loera
 _____ Hubert "Wendall" Lower, Clerk _____ 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: 6:36 p.m.

Community Member, Barbara Bass asked the Board to allow public comment from her as she is not able to stay at the meeting longer. Board President, Gabriel Leal asked the other present Board members and they agreed to the request.

Community Member, Barbara Bass: Discussed Mr. Tracy's contract. The attorneys are not looking out for staff, just him (Mr. Tracy). His contract constantly flips around; numerous people have complained. The SARC is an example of the bad doings of Mr. Tracy – the numbers are wrong. Mr. Tracy does not claim he is responsible for the SARC, but he is; he signs them. He (Mr. Tracy) continues to hire teachers who do not who speak Spanish. Our community deserves it. The whole district office thing – is not good. You have to be in touch with the community and parents. This is not satisfactory and not acceptable; so much wasted time. We need someone else. I did a lot of work on those complaints. I would like you guys (the Board) to do your job – please do not approve this contract. He was fired from Oroville. Please stop this tonight.

6.0 ADOPT THE AGENDA: (M)

Motion for approval by Tomas Loera, seconded by Rosalinda Sanchez.

Motion Carried: 5-0

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

7.0 COMMUNICATIONS/REPORTS:

1. ASB President and Student Council President Reports:

a. Hamilton High School, Tate Grunewald.

- i. We are currently 12 days into school and so far the school year is going well. Back to school night was successful and it had a good turnout.
- ii. Hamilton High School held a Quad Club Day; all cubs set up booths and tables out in the quad. Students were able to interact with clubs and sports; giving them the opportunity to become more involved.

- iii. Football has homecoming on Friday, September 22, 2017 against Western Sierra.
 - iv. The first football game is this Friday, August 25, 2017.
 - v. Cross Country has its first meet on Friday, September 1, 2017.
 - b. Hamilton Elementary School, Alexis Villegas.
 - i. Absent, no report available.
- 2. Board Member Comments/Reports.
 - a. Board Member, Rosalinda Sanchez: I attended Back to School Night; I was very impressed with the teachers. There is a lot to be excited about this school year.
- 3. Principal and Dean of Student Reports
 - a. Cris Oseguera, Hamilton High School Principal.
 - i. We are in our 12th day of school.
 - ii. This year we are trying the new Block Schedule; it is more similar to college – thank you Mr. Langan and all of the staff work collaboratively worked on this schedule. It includes more electives and minimum days on Fridays.
 - iii. Thanked the maintenance staff and technology department for the diligent work done over the summer. A lot was accomplished in a short amount of time.
 - iv. New Employee Introductions:
 - 1. Scott Batchelder
 - a. He is our new Hamilton High School Agriculture teacher. We welcome him and are excited for the 2017-18 school year.
 - b. Charles Tracy, Hamilton Elementary School Principal.
 - i. New Employee Introductions:
 - 1. Caitlin Phelps
 - a. Will be teaching math at the junior high level.
 - 2. Chris Chandler
 - a. Will be teaching social studies at the junior high level.
 - 3. Gloria Godinez
 - a. Will be teaching a 4th/5th grade class.
 - 4. Holly Day
 - a. Will be teaching math at both the elementary school and high school.
 - 5. Karissa Mitchell
 - a. Will be teaching music for the district.
 - 6. Kathryn Thomas, Assistant Principal
 - a. Is our new Assistant Principal at Hamilton Elementary School.
 - ii. We have had productive PLC and POD meetings and discussion on ELA curriculum.
 - iii. Maggie Sawyer has been leading the way in coordinating public meetings and research on a possible dual language program at Hamilton Elementary School.
 - iv. We held an 8th grade meeting with our parents to discuss promotion requirements.
 - v. The Solar Eclipse that took place on Monday, August 21st was successful. Students used the eclipse safe glasses and learned how the moon passes between the sun and Earth and blocks all or part of the sun depending on where you are.
 - c. Maria Reyes, District Dean of Students.
 - i. The year has started off well even with the construction going on for adult education nearby.
 - ii. We are sharing teachers with the high school throughout the day.
 - 1. Ms. Day, Mr. Hironimus, Mrs. Garcia, and Mr. Zambrano.
 - iii. We also have Mrs. Martha Jaeger as our Administrative Assistant who returned to the district this school year.
- 4. District Reports (in person)
 - a. Food Service Report by LeAnn Radtke.
 - i. The summer was very busy with the Boys & Girls Club. Breakfast, lunch, snack, and supper were served.
 - ii. Thanked Marc Eddy and entire maintenance department for their hard work in helping move all the equipment to install new flooring and paint the inside of the high school cafeteria.
 - iii. We have an online payment system for meals available to students and parents who want to pay their bills conveniently from their phone or computer. At this time we have just over 60 people signed up to use this service.
 - b. Operations Report by Marc Eddy.
 - i. We did our summer ritual of servicing our buses.
 - ii. We did some seat repairs in Bus 4 and 5.

- iii. There were 7 field trips during the summer for the Boys & Girls Club for a total of 565 miles traveled.
 - iv. Dave Elkin completed his classroom training for school bus driving.
 - v. Maintenance at Hamilton High School
 - 1. New flooring was installed in the multipurpose room/cafeteria and kitchen area.
 - 2. Traditional summer cleaning was completed.
 - 3. New toilets were installed in the high school library.
 - 4. The gym floor was recoated.
 - 5. HVAC units at the high school were serviced.
 - 6. New large interactive monitors were installed in rooms 2, 5 and 14.
 - vi. Maintenance at Hamilton Elementary School
 - 1. Traditional summer cleaning was completed.
 - 2. HVAC units at the elementary school were serviced.
 - 3. New large interactive monitor was installed in room 203.
 - c. Technology Report by Derek Hawley.
 - i. This was a busy summer.
 - ii. Google apps for education was launched. Chrome carts and Chromebooks for four 'Smart Classrooms' at both the elementary and high school were set up and installed. Three mobile labs were also set up, one at the high school and two at the elementary.
 - iii. 'Smart Classrooms' 70 inch television that is interactive; Marc and his staff took part in installation.
 - iv. We also deployed 15 laptops for AutoCAD and 15 for science.
5. Chief Business Official/Facilities Report by Diane Lyon.
- a. During summer the new Adult Ed classroom and restroom were being installed. Both look wonderful.
 - b. Saud, electrical and plumbing are being finalized.
 - c. While DSA (Division of the State Architect) was on campus inspecting the work done for Adult Ed he noted that he wanted us to remove the wood sunshade off of the pillars by Ella Barkley High School nearby. Although this had nothing to do with the project he noticed it and did not believe it was up to code, therefore we had to remove it for DSA to sign off on our Adult Ed project to begin using the new room and restroom.
 - d. Planning for the new barn is in the beginning stages and is now our priority.
 - e. There is still money left in Prop 39 we will be using to replace HVAC units.
6. Superintendent Report by Charles Tracy.
- a. Board Workshop – site visit with community members.
 - i. I would like to request Board direction on date setting.
 - ii. Would you like us to propose dates to you?
 - iii. *Board members:* yes, please propose dates for us to choose from. It would be a workshop regarding facilities and what our needs and priorities are.
 - iv. Would you like to start at 5:30 p.m.?
 - v. *Board members:* yes, 5:30 p.m.
 - b. Hog Barn update.
 - i. Please see one page handout that indicates plan and timeline.
 - c. Parent Conferences: Hamilton High School – Thursday, September 21, 2017, 2:30 p.m. to 8:00 p.m.
 - d. Parent Conferences: HES – October. Get dates
 - e. Holidays:
 - i. Monday, September 4th in observance of Labor Day.
 - f. School Board Meetings:
 - i. Wednesday, September 27, 2017
 - ii. Wednesday, October 25, 2017
 - iii. *No November meeting*
 - iv. Wednesday, December 13, 2017

8.0 **CORRESPONDENCE:** None to report.

9.0 **DISCUSSION ITEMS:**

1. Soliciting contractors for donations.

- a. It would be appropriate to solicit contributions, but there can be no promise of any future work/contract in exchange for the solicitation and/or contribution. This would prevent a conflict or other type of issue from arising in the future. To avoid the appearance of impropriety as much as possible, recommend to not have a Board member or the Superintendent perform any of the solicitation since they would all have the ability to put items on the agenda, etc. While such solicitation may in fact not be illegal, per se, it could still be viewed as inappropriate by the general public, thus our recommendation in not doing so.

- b. Hamilton High School marquee sign quotes. (page 1-12)
- c. Currently working on replacing signs. The cheaper quote has a maintenance program; they will come out and fix it on site. The pictured included are examples of what it could look like.
- d. Per the Board we will wait until after budget discussion next month.
2. Second Reading of Board Policy 3470 Debt Issuance and Management. (page 13-24)
 - a. *Superintendent, Charles Tracy*: This policy covers all needed requirements if we were to choose to go with it.
 - b. *Community member, Ray Odom*: Have we already go through with this? Is it a done deal?
 - c. *Superintendent, Charles Tracy*: No it was only discussion. At the last meeting it was only discussed as info session on an option for how to pay for it.
 - d. *Community member, Ray Odom*: I will reserve my comments at a later date when it is brought up again.
 - e. *Board President, Gabriel Leal*: We are adding this policy for future decisions if this route is chosen.
3. First reading of Board Policy 0460 Local Control and Accountability Plan (*for regular manual maintenance*). (page 25-27)
4. First reading of Board Policy and Administrative Regulation 3260 Fees and Charges (*for regular manual maintenance*). (page 25-27)
5. First reading of Administrative Regulation 4112.22 Staff Teaching English Learners (*for regular manual maintenance*). (page 25-27)
6. First reading of Exhibit 4112.9/4212.9/4312.9 Employee Notifications (*for regular manual maintenance*). (page 25-27)
7. First reading of Administrative Regulation 4161.1/4261.1/4361.1 Personal Illness/Injury Leave (*for regular manual maintenance*). (page 25-27)
8. First reading of Board Policy 5111 Admission (*for regular manual maintenance*). (page 25-27)
9. First reading of Board Policy 5111.1 District Residency (*for regular manual maintenance*). (page 25-27)
10. First reading of Board Policy and Administrative Regulation 5113 Absences and Excuses (*for regular manual maintenance*). (page 25-27)
11. First reading of Exhibit 5145.6 Parental Notifications (*for regular manual maintenance*). (page 25-27)

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.

District Reading Specialist, Jenny Firth: In partnership with Chico State we are planning to paint a mural at Hamilton Elementary School. Melissa Stearns is returning with students from Chico State to assist with this effort; she was a key support in the asphalt painting at Hamilton Elementary. She will also be supporting gardening with Blanca Godinez. A design for the mural is in the works and is intended to promote a healthy life style and proper nutrition. We will be bringing back a final location for the mural. The entrance to the cafeteria is the main spot of interest.

Community member and parent, Leticia Alba: When school started this year I became concerned about our communities safety in crossing Highway 32 to reach Hamilton High School, Hamilton High State Preschool and the Infant and Toddler Center. Cars simply do not stop. I would like to ask for your help in looking into addressing this safety issue; possibly a stop sign or better signage? Please help and look into what we can do for this.

School Board: We will have Mr. Tracy look into this and contact Caltrans to help find a resolution.

Community member, Ray Odom: That is a great suggestion. It took us 20 years to get the stop light. The fire department and other clubs could write letters of support to resolve this issue. The high school tried to get a crosswalk to the student parking lot over Canal Street but it is a county road so they believed it would be more dangerous to have it; and no speed bumps were allowed because of motorcycles.

Community member, Tom Conwell: There was a time when Caltrans put someone out there for a day and after observing they did not believe it was a good idea to change anything.

Parent, Froylan Mendoza: We have been very lucky that no one has gotten seriously injured or worse.

Board President, Gabriel Leal: I agree there are a lot of people crossing all the time.

Teacher on Special Assignment and ELD Coordinator, Maggie Sawyer: There will be an informational night regarding language options for Hamilton Elementary School on Thursday, August 31, 2017 at 6:00 p.m. in the Cafeteria. We will be looking at four different options to begin determining which will be best for our community. We will be inviting everyone, i.e. parents, staff and community member. We will hand out a flyer in town; post it at the elementary, high school, and post office. We will also do an auto dialer to parents and post on the elementary and district website. Board members Rod Boone and Rosalinda Sanchez volunteered to be on the committee.

Superintendent, Charles Tracy: Asked Mr. Oseguera to briefly speak on cheerleading.

Hamilton High School Principal, Cris Oseguera: Our cheer squad is an activity or a sport and you can receive high school PE credit. Starting July 1 2017, there is now 'competitive cheer' which is not a part of sideline cheer (traditional cheer). CIF does not see sideline cheer as a sport for competition.

Parent, Froylan Mendoza: who says if we have sideline or competitive cheerleading?

Hamilton High School Principal, Cris Oseguera: The school and board.

Superintendent, Charles Tracy: We fund the cheer stipend. If there was safety equipment then the district would cover it.

Crosswalk Discussion

Community member and parent, Leticia Alba: I am willing to do some community work if needed.

Board Member, Tomas Loera: We could we write a formal letter and have community member sign it?

Board Member, Rod Boone: Could we have a crossing guard?

Superintendent, Charles Tracy: Regulating traffic on a state highway probably different. We can certainly discuss with Caltrans about having one.

Chief Business Official, Diane Lyon: I could ask Mort Geivett, Superintendent at Willows Unified.

Parent, Froylan Mendoza: Could we have CHP on site?

Superintendent, Charles Tracy: Yes, we currently do during busy times of day.

Parent, Froylan Mendoza: It would probably be more effective if they were more visible.

Community member, Tom Conwell: A highway patrolman was her multiple times a day at one point.

Hamilton High School Principal, Cris Oseguera: Back to the cheer, the coaches select the uniforms. At one point they got standard uniforms, but that did not go over well.

Hamilton High School Counselor, Kelly Langan: There are concerns, from Hamilton High School Teaching Staff. We see that Mr. Tracy is taking on extra duties as Mr. Tracy is currently the Superintendent of HUSD, Principal for Ella Barkley High School, and Interim Principal for Hamilton Elementary School, but please look at his contract. The priority of the community was to hire someone locally. We have many people who come from other places in the district. Is his contract fair and equitable? Mr. Langan quoted several items in Mr. Tracy's contract that he questioned as being fair and equitable, specifically mileage and medical. Mr. Langan closed with noting that HTA (Hamilton Teachers Association) and HUSD recently settled on salary schedule increases; he notes it should be fair and equitable for administrators and management. How does this look to our community, parents and staff.

11.0 ACTION ITEMS:

1. Board Policy 3470 Debt Issuance and Management. (page 13-24)

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

Motion Carried: 5-0

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

2. Hamilton Unified School District Superintendent Contract ending June 30, 2019. (page 28-33)

- i. The only change is a slight increase in salary 2 years for taking on the extra duty as Interim Hamilton Elementary School Principal, there are no other changes.
- ii. *Board Member, Rod Boone:* I believe his cellphone is a good idea. He is very good at communicating with us, early mornings, weekends and nights. When the flooding was happening he kept us very informed multiple times a day.
- iii. *Board Member, Wendall Lower:* Trying to fly another principal position at this time would be a difficult thing to fill with the correct person. At this time we are a considerable amount by having him as Interim Principal at Hamilton Elementary School because it is one less salary.

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

Motion Carried: 5-0

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

3. Approve/Disapprove Board Resolution 17-18-101, Certification that each Pupil in each School in the District has Sufficient Textbooks and Instructional Materials that are aligned to the State Content Standards and are Consistent with the Content and Cycles of the Curriculum Framework Adopted by the SBE in ELA, Math, Social Studies, and Science. (page 34-35)

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

Motion Carried: 5-0

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

4. Resolution 17-18-102, authorize designated personnel (Mr. Tracy and Ms. Lyon) to sign contract documents for fiscal year 17-18 for child care and development services. (page 36)

Motion for approval by Rod Boone, seconded by Rosalinda Sanchez.

Motion Carried: 5-0

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

5. Annual District Designees for Hamilton Unified School District in absence of Superintendent 2017-18. (page 37)

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

Motion Carried: 5-0

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

6. Hamilton Unified School District Annual District Designees for Glenn County Office of Education 2017-18. (page 38)

Motion for approval by Rosalinda Sanchez, seconded by Wendall Lower.

Motion Carried: 5-0

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

7. Approved Signers for Hamilton Unified School District Purchase Orders 2017-18. (page 39)

Motion for approval by Tomas Loera, seconded by Rosalinda Sanchez.

Motion Carried: 5-0

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

8. Use of unofficial 2017-18 CELDT scores as per State Superintendent Tom Torlakson's letter dated April 28, 2017 regarding Reclassification Guidance for 2017-18. (page 40-42)

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

Motion Carried: 5-0

Loera: Aye	Boone: Aye
Leal: Aye	Lower: Aye
Sanchez: 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. Warrants and Expenditures. (page 43-64)
2. Minutes for the Regular Board Meeting on August 2, 2017. (page 65-69)
3. Hamilton High School pilot course offerings for the 2017-18 school year. (page 70-95)
 - a. AutoCAD (Mrs. Bocast)
 - b. Introduction to Psychology (Mr. Brown)
 - c. Art Foundations (Ms. Eden)
 - d. Art Explorations (Ms. Eden)
 - e. Creative Writing (Mrs. Funderburk)
 - f. Film Appreciation (Ms. Hansen)
 - g. Computer Science (Mr. Hironimus)
 - h. Medical Terminology (Mrs. Mello)
 - i. Agriculture Leadership (Ms. Lohse)
4. Sale of obsolete or discard Hamilton Elementary School (HES) Library books to the public for \$0.25 each. All proceeds to benefit HES Library fund.
5. Hamilton High School FFA Program of Activities including overnight trips for 2017-18 school year. (page 96-138)
6. Interdistrict Transfers (new only) (elementary students reapply annually).
 - a. Out
 - i. Hamilton Elementary School
 1. 1st Grade X 4
 2. 2nd Grade X 1
 3. 3rd Grade X 2

- 4. 6th Grade X 3
- ii. Hamilton High School
 - 1. 10th Grade X 1
- b. In
 - i. Hamilton Elementary School
 - 1. Kindergarten X 1
 - 2. 1st Grade X 1
 - 3. 2nd Grade X 3
 - 4. 3rd Grade X 2
 - 5. 4th Grade X 1
 - 6. 5th Grade X 2
 - 7. 6th Grade X 1
 - 8. 7th Grade X 3
 - 9. 8th Grade X 1
 - ii. Hamilton High School
 - 1. 9th Grade X 8

7. Personnel Actions as Presented:

a. New hires:

- | | | |
|---------------------------|--------------------------------|-----|
| i. Kathryn Thomas | Assistant Principal | HES |
| ii. Claudia Cruz | Long Term PE Sub | HHS |
| iii. Russell Simon | JV Football Coach | HHS |
| iv. Erin Johnson | JV Volleyball Coach | HHS |
| v. Timothy Bushard | Volunteer Football Coach | HHS |
| vi. Manny Bejarano | JV Assistant Football Coach | HHS |
| vii. John (Jack) Campbell | 7th/8th Grade Volleyball Coach | HES |

b. Resignations/Retirement:


- | | | |
|-----------------------|---------------------------|-----|
| i. Crystal Emanuel | Yard Duty Supervisor | HES |
| ii. Alvyna Goodwin | JV Girls Basketball Coach | HHS |
| iii. Brittany Garrett | JV Boys Basketball Coach | HHS |

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

Motion Carried: 5-0

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

13.0 **ADJOURNMENT:** 8:14 p.m.



 Wendall Lower, Clerk



 Charles Tracy, Superintendent