

**HAMILTON UNIFIED SCHOOL DISTRICT  
BOARD MEETING  
AGENDA  
Hamilton High School Library  
Wednesday, February 22, 2017**

5:30 p.m. Closed Session  
6:30 p.m. No Earlier than 6:30 PM

**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, and Attorney, Matt Juhl-Darlington 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), Conference with Legal Counsel – 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.*

**Start at 6:38 p.m. Open Session**

*Board President, Gabriel Leal:*

The Board gave direction to the District Superintendent and legal counsel regarding closed session item 4.3. The Board also directed the Superintendent on a personnel matter.

**5.0 PUBLIC SESSION/FLAG SALUTE:**

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

Motion for approval and to table Discussion Item #3 and Action Item #4 - Hamilton Unified School District Audit Report June 30, 2016 until the March board meeting by Wendall Lower, seconded by Rosalinda Sanchez. Motion Carried: 5-0

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

**7.0 COMMUNICATIONS/REPORTS:**

1. Board Member Comments/Reports
  - a. *Board Member, Rosalinda Sanchez:* Daughter was nominated as Junior Class Princess.
  - b. *Board President, Gabriel Leal:* Has been watching soccer games. Our teams our doing very well working and playing together.
  - c. *Board Member, Wendall Lower:* Thanked Mr. Tracy for his continued contact with staff and the school board during potential flooding in the area. He worked with the Hamilton City Fire Department, the Glenn County Sheriff's Office, to name a few, offering the districts help whenever possible.
2. ASB President and Student Council President Reports.
  - a. Hamilton High, Hernan Urena-Valdes.
    - i. Homecoming was Friday, February 3<sup>rd</sup>.

1. Just enough tickets were sold to have the dance.
    - ii. There were two holidays this month:
      1. Monday, February 13<sup>th</sup>
      2. Monday, February 20<sup>th</sup>
    - iii. Winter sports at wrapping up.
      1. Wrestling
      2. Basketball
      3. Soccer
    - iv. Spring sports are beginning with tryouts.
      1. Baseball
      2. Softball
      3. Track & Field
    - v. National FFA week.
    - vi. Teacher Appreciation Lunch hosted by FFA on Friday, February 24<sup>th</sup>.
    - vii. Blood drive on Wednesday, February 22<sup>nd</sup>.
  - b. Hamilton Elementary, Jose Mendez.
    - i. Saturday school is continuing with the second one this month.
    - ii. Progress reports were mailed home.
    - iii. Parent Teacher Conferences are coming up in March.
3. District Reports
  - a. Food Service Report by LeAnn Radtke.
  - b. Operations Report by Marc Eddy.
  - c. Technology Report by Derek Hawley.
4. Principal and Dean of Student Reports
  - a. Cris Oseguera, Hamilton High School Principal.
    - i. Conferences and training
      1. 4 Hamilton High School teachers on PLC trip
    - ii. CAASPP training
    - iii. The high school will be welcoming 3 visiting teachers from countries around the world.
    - iv. Current enrollment: 270
    - v. Attendance rate is 96 percent
    - vi. Hamilton High School student Rosalinda Ramos won speaking contest.
    - vii. Incoming 9<sup>th</sup> grader info night – potentially 25 students from other schools.
  - b. Darcy Pollak, Hamilton Elementary School Principal.
    - i. Attending Lions Club meetings
    - ii. PLC Conference
      1. 15 Hamilton Elementary School Staff attending.
      2. Focusing on culture – culture of the agency, the school, and the classroom.
    - iii. Current enrollment: 413
    - iv. Kindergarten round up is currently at 46
    - v. Looking into planning a day at Shady Creek
    - vi. Spend a day on the ranch at Elk Creek
      1. PTO is helping fund the transportation.
      2. Bringing in more science and STEM.
    - vii. Preparing for testing
    - viii. Ms. Pollak would like to offer her condolences to Mr. Oseguera and his family.
  - c. Maria Reyes, District Dean of Students.
    - i. Mr. Zambrano and two of his students presented information on solar energy.
      1. They presented several different types of solar ovens and how they work.
    - ii. Parent Teacher Conferences are coming up at the beginning of March.
5. Chief Business Official/Facilities Report by Diane Lyon.
6. Superintendent Report by Charles Tracy.
  - a. Dates to Remember:
    - i. February 25<sup>th</sup>: Board Workshop in Hamilton High School Library - Board Governance Handbook.
      1. 8:30 a.m. to noon
    - ii. February 28<sup>th</sup>: Board Site Visitations 8:15 a.m. to 10:30 am.
      1. Student led tours.
    - iii. March 11<sup>th</sup>: Board workshop in Hamilton High School Library – LCAP/Budget/Board Manual.

1. Review goals and goal setting from 8:30 a.m. to noon
  - a. Light breakfast
  - b. Form 700 – Annual Statement of Economic Interests.
  - c. Small School Districts Association (SSDA) Conference – March 6<sup>th</sup>, 7<sup>th</sup>, and 8<sup>th</sup>.
  - d. Painting safety zones around doors.
    - i. Paint does not stick to wet or cold concrete.
    - ii. Looking into possible alternatives to paint for each site.
  - e. The community, public safety, and HUSD staff worked together to prepare for potential emergency needs.
    - i. Thank you to Jose and Leann, Chief James, Deputy Fire Chief Hank Irick, and HUSD staff.
      1. It was a group effort to make sure the community of Hamilton City is safe.

*Deputy Fire Chief, Hank Irick:* Thanked Superintendent, Charles Tracy and Director of Maintenance and Transportation, Marc Eddy for their support and work during an uncertain time. Not only were both Mr. Tracy and Mr. Eddy cooperative in the efforts but they were also willing to help in any way possible should a need to evacuate arise. On a separate note, Mr. Irick also would like to mention that Mr. Zambrano is an excellent educator. He cares about his students.

8.0 **CORRESPONDENCE:** None

9.0 **DISCUSSION ITEMS:**

1. Hamilton Unified School District Board Policies, second reading (all policies available on [www.husdschools.org](http://www.husdschools.org), available for public review during the board meeting and by request by contacting the District Office):
  - a. 0000 Philosophy, Goals, Objectives and Comprehensive Plans
  - b. 1000 Community Relations
  - c. 2000 Administration
  - d. 3000 Business and Noninstructional Operations
  - e. 4000 Personnel
  - f. 5000 Students
  - g. 6000 Instruction
  - h. 7000 Facilities
  - i. 9000 Board Bylaws
    - i. *Please note:* the following board polices have significant changes in addition to the California School Boards Associations recommendations: BP 1312.1, AR 1312.1 (a), AR 3311 (d) and (l), AR 3515.5, AR 3515.5 (c), BP 3515.7 (b), BP 4117.13, 4317.13, AR 6164.6 (a), and E 9270 (c).

*Community Member, Raymond Villar:* How do you do the hiring – are their committees when you do hiring?

*Superintendent, Charles Tracy:* Yes, there are committees formed during hiring. Although the Superintendent is ultimately responsible for hiring, it is discussed between those on the committee of who will be selected.

*Superintendent, Charles Tracy:* we are contracted with California School Boards Association (CSBA) for our board policies. CSBA is the nonprofit education association representing the elected officials who govern public school districts and county offices of education. CSBA brings together school governing boards and administrators from districts and county offices of education to advocate for effective policies that advance the education and well-being of California's school-age children.

2. Site Safety Plans (full plans available on [www.husdschools.org](http://www.husdschools.org), available for public review during the board meeting and by request by contacting the District Office): (Mr. Tracy)
  - a. Hamilton High School (includes the District Office, Ella Barkley High School, Hamilton Community Day School and Hamilton Adult School). (Page 1-21)
  - b. Hamilton Elementary School (includes Hamilton State Preschool and Hamilton Special Education). (Page 22-44)

*Superintendent, Charles Tracy:* Thanked the Hamilton City Fire Department for reviewing and editing, along with school site councils at each site and the Glenn County Sheriff's Office.

3. Hamilton Unified School District Audit Report June 30, 2016. (Page 46-132)
  - a. Tabled until the March board meeting.
4. Glenn County Office of Education Services for the California Healthy Youth Act. (Page 133-149)
  - a. This is a new law passed by the State of California
  - b. The District has always had an opt-out but it now expanded the roll of needs. Currently law states you need to but there are no repercussions if you choose not to.

*Board President, Gabriel Leal:* We are already covering this?

*Superintendent, Charles Tracy:* Yes, there are portions being taught at this time. The county is asking us if we would like to be a part of the consortium to share the cost of this new requirement.

*PTO Member/Parent, Vicky Casillas:* Noted this may only be the only source of information for students.

5. CSEA #623 to HUSD request to bargain. (Page 150)
  - a. The District has already proposed earlier in the year.

6. Teacher recruitment updates (Mr. Tracy).

- a. Mr. Tracy and Mrs. Sufuentes recently attended a teacher hiring fair at California State University, Sacramento.
- b. There are a lot of teaching positions available but there is a shortage on teachers.
- c. Other districts in California are providing signing bonuses as an incentive to work for them
- d. We currently have an opening in music that we have been trying to fill.
- e. There will be another career fair at California State University, Chico that Mr. Tracy will be attending.
- f. Mr. Tracy recommends that the district provide a 2,500 incentive approved by the board to those who sign on as a teacher with the district.

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.

*Executive Director First Five of Glenn County, Patricia Loera:* I have to commend those community members who were donating to those in Orland during the Oroville evacuations.

*Community Member & Parent, Raymond Villar:* Noted how valuable the recently retired crossing guard “Ralph” was at Hamilton Elementary School. He touch a lot of lives and was a wonderful staff member at HES.

*Hamilton Elementary School Principal, Darcy Pollak:* We will be recognizing the 3 recent retirees at the May Dance Festival.

*Community Member & Parent, Raymond Villar:* Vicki Casillas does such a wonderful job and she is always there to help out.

11.0 **ACTION ITEMS:**

1. Adoption of the following series of updated Board policies, administrative regulations, and Board bylaws for Hamilton Unified School District (all policies available on [www.husdschools.org](http://www.husdschools.org), available for public review during the board meeting and by request by contacting the District Office):
  - a. 0000 Philosophy, Goals, Objectives and Comprehensive Plans
  - b. 1000 Community Relations
  - c. 2000 Administration
  - d. 3000 Business and Noninstructional Operations
  - e. 4000 Personnel
  - f. 5000 Students
  - g. 6000 Instruction
  - h. 7000 Facilities
  - i. 9000 Board Bylaws
    - i. *Please note:* the following board polices have significant changes in addition to the California School Boards Associations recommendations: BP 1312.1, AR 1312.1 (a), AR 3311 (d) and (l), AR 3515.5, AR 3515.5 (c), BP 3515.7 (b), BP 4117.13, 4317.13, AR 6164.6 (a), and E 9270 (c).

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

Motion Carried: 5-0

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

2. Site Safety Plans (full plans available on [www.husdschools.org](http://www.husdschools.org), available for public review during the board meeting and by request by contacting the District Office): (Mr. Tracy)
  - a. Hamilton High School (includes the District Office, Ella Barkley High School, and Hamilton Community Day School and Hamilton Adult School). (Page 1-21)
  - i. Hamilton Elementary School (includes Hamilton State Preschool and Hamilton Special Education). (Page 22-44)

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

Motion Carried: 5-0

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

3. Resolution 16-17-105 Emergency Management Resolution – Hamilton Unified School District has implemented a School Emergency Plan for all school sites and facilities. (Page 45)

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

Motion Carried: 5-0

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

Sanchez: Aye	
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4. Accept Hamilton Unified School District Audit Report June 30, 2016. (Page 46-132)
  - a. *Tabled until the March board meeting.*
5. Level of services desired by Hamilton Unified School District from the Glenn County Office of Education for the California Healthy Youth Act. (Page 133-149)

Motion for approval to join the Glenn County Office of Education in Consortium to comply with the California Healthy Youth Act by Wendall Lower, seconded by Rosalinda Sanchez. Motion Carried: 5-0

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

6. Possible recruitment incentives for Hamilton Unified School District Teachers.  
 Motion for approval for the Hamilton Unified School District to offer a signing bonus up to 2,500 for newly hired teachers by Tomas Loera, seconded by Rosalinda Sanchez. 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.

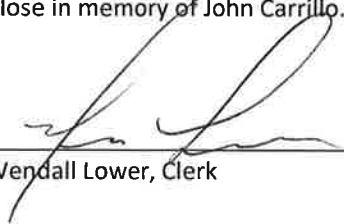
1. Warrants and Expenditures. (Page 151-171)
2. Williams Quarterly Report. (Page 172)
3. Minutes for the Regular Board Meeting on January 25, 2017. (Page 173-177)
4. Hamilton High School Application for Student Club: Hamilton High Decathletes. (Page 178-182)
5. Infinity Communications & Consulting, Inc. Master Agreement for Professional Services with Hamilton Unified School District. (Page 183-185)
6. Interdistrict Transfers (new – elementary students reapply annually).
  - a. Out: None to report
  - b. In: None to report
7. Personnel Actions as Presented:
  - a. New Hires:
    - i. Christie Thor                      Classified Substitute      District
    - ii. Leticia Ramirez                  Classified Substitute      District
  - b. Resignations/Retirement:
    - i. None to report

Motion for approval by Wendall Lower, seconded by Rod Boone. Motion Carried: 5-0

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

13.0 **ADJOURNMENT: 8:01 p.m.**

Close in memory of John Carrillo.

 3.22.17  
 Wendall Lower, Clerk

  
 Charles Tracy, Superintendent