

**HAMILTON UNIFIED SCHOOL DISTRICT
BOARD MEETING
MINUTES
Hamilton High School Library
Wednesday, December 12, 2018**

5:30 p.m. Open session
Closed session to follow adjournment of open session

1.0 **OPENING BUSINESS: Start: 5:31 p.m.**
Call to order and roll call:

___X___ Gabriel Leal, President ___X___ Rosalinda Sanchez ___X___ Tomas Loera
___X___ Hubert "Wendall" Lower, Clerk ___X___ Rod Boone

2.0 **PUBLIC SESSION/FLAG SALUTE:**

3.0 **ADJOURN TO ORGANIZATIONAL MEETING: 5:32 p.m.**

1. **SWEARING IN CEREMONY:** Board Members: Ray Odom and Genaro Reyes (page 1-2).
2. **BOARD PRESIDENT:** Elect Board President for the 2019 year.
 - a. Board Member, Ray Odom: What has been the past practice?
 - b. Board President, Gabe Leal: It can change or not based on the decision of the Board.
 - c. Motion for Gabriel Leal to serve another term as Board President/approval by Wendall Lower, seconded by Rod Boone. Motion Carried: 5-0

Leal: Aye	Lower: Aye
Boone: Aye	Reyes: Aye
Odom: Aye	

3. **BOARD CLERK:** Elect Board Clerk for the 2019 year.
 - a. Motion for Wendall Lower to serve another term as Board Clerk/approval by Gabriel Leal, seconded by Rod Boone. Motion Carried: 5-0

Leal: Aye	Lower: Aye
Boone: Aye	Reyes: Aye
Odom: Aye	

4. **BOARD MEETING DATES:** Set day, time and location of regular monthly and special meeting for the 2019 year (page 3).
 - a. Motion for approval with changes to June dates: June dates to read 12th & 26th by Wendall Lower, seconded by Rod Boone. Motion Carried: 5-0

Leal: Aye	Lower: Aye
Boone: Aye	Reyes: Aye
Odom: Aye	

4.0 **RECEPTION:** (15 minute intermission)

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

Motion for approval with changes, to remove Rod Boone from the Consent agenda and place under Action Items by Wendall Lower, seconded by Genaro Reyes. Motion Carried: 5-0

Leal: Aye	Lower: Aye
Boone: Aye	Reyes: Aye
Odom: Aye	

6.0 **COMMUNICATIONS/REPORTS:**

1. Board Member Comments/Reports.
 - a. Board Member, Ray Odom: I attended the recent band concert with Hamilton Elementary School, Capay Elementary School, Lake Elementary School and Plazaz Elementary School. All of the schools did very well and I comment those students and our band teacher for continuing this tradition. Fine arts are so important in school. It was packed to the point of standing room and went very well.

- b. Also about a month ago I watched the Hamilton Elementary School Boys Football game – good coach and good program.
- 2. ASB President and Student Council President Reports
 - a. Hamilton High School, Ofelia Flores
 - i. We are currently in the middle of finals week. Friday is the last day of school before Winter Break.
 - ii. Tomorrow, Thursday, December 13, 2018 - Drama will be having back to back performances of a production they have put together for students to watch.
 - iii. The students raised 3689 cans from the canned food drive for local families.
 - iv. Mecha Giving Tree – selected as in needed for families, delivered and wrapped for families.
 - v. FFA is currently selling mandrains and olive oil, olive oil by the bottle or case.
 - b. Hamilton Elementary School, Ximena Hernandez
 - i. 8th grade students recently wrapped up their recent fundraiser – Worlds Finest Chocolate.
 - ii. We recently ended our canned food drive.
 - iii. Christmas program and band concert went well. Junior high had a choice on how to participate and we enjoyed being able to help out in different ways.
- 3. District Reports (written)
 - a. Food Service Report by LeAnn Radtke (page 4)
 - b. Operations Report by Marc Eddy
 - c. Technology Report by Derek Hawley (page 5)
- 4. Chief Business Official/Facilities Report by Diane Holliman
 - a. CASBO Cascade of Excellence Awards for 2018, recipient: Kristen Hamman. (page 6-7)
 - i. Hog Barn Project – it is going great and on schedule – recently relocated the gate to accommodate changes.
 - ii. Board Member, Ray Odom: How many hogs can be housed?
 - iii. Hamilton High School Principal, Cris Oseguera: approximately, 44 hogs able to be housed.
 - iv. Auditor visit: this time we were able to submit items in advanced via a portal online which was very helpful for streamlining the process.
 - 1. They were here only for one day.
 - 2. Very good audit report – clean and coming back to you in February.
 - v. Board Member, Wendall Lower: Will the gravel work and grading be complete at this time as well?
 - vi. Chief Business Official, Diane Holliman: Yes, the plan is completion next week and I will confirm with you.
 - vii. Chief Business Official, Diane Holliman: I would also like to take a moment to congratulate our very own Kristen Hamman, who runs our HR/Payroll and received an award via CASBO for her excellence in her position.
- 5. Principal and Dean of Student Reports (written)
 - a. Kathy Thomas, Hamilton Elementary School Principal
 - b. Maria Reyes, District Dean of Students
 - c. Cris Oseguera, Hamilton High School Principal
- 6. Superintendent Report by Charles Tracy
 - a. SSDA's 2019 Annual Conference, March 31-April 2, 2019, at the Hilton Sacramento -- Arden West.
 - i. Monday is more content – please let Jolene know!
 - ii. Board President, Gabriel Leal: Yes, I would like to attend Monday.
 - iii. Board Member, Ray Odom: Yes, I would like to attend but I will check those dates to be sure.
 - iv. Board Members, Rod Boone, Wendall Lower & Genaro Reyes: we will check our calendars.
 - b. Upcoming School Board Meetings:
 - i. January 23, 2019
 - ii. February 27, 2019
 - iii. March 27, 2019
 - c. Holidays:
 - i. Winter Break – Monday, December 17, 2018 through Friday, January 4, 2018
 - ii. Christmas Eve – Monday, December 24, 2018
 - iii. Christmas – Tuesday, December 25, 2018
 - iv. New Year's Eve – Monday, December 31, 2018
 - v. New Year's Day – Tuesday, January 1, 2019

7.0 CORRESPONDENCE:

- 1. Holiday Letter from Orland Pantry (page 8).

8.0 **INFORMATION:**

1. Williams Settlement – Hamilton Unified School District 2018-19 Glenn County School Deciles 1-3 Report (page 9-10).

9.0 **PRESENTATIONS:**

1. MTSS update, presented by Kathy Thomas.

10.0 **DISCUSSION ITEMS:**

1. First Interim Report 2018-19, presented by Diane Holliman (page 11-45).
 - a. Page 11, the first column is original budget – Column C is actuals to date.
 - b. Page 12 is ending balance.
 - c. Page 13 is fund 11 – Adult Ed – 202, 000
 - i. Expenditures 182,000
 - d. Adult Ed has had carry over the years.
 - e. Board Member, Ray Odom: Only program you charge indirect costs – Adult Dd
 - f. Child development is page 15.
 - g. Fund 13 is page 17 or Cafeteria Fund.
 - h. Fund 14 – deferred maintenance fund
 - i. Fund 17 – savings account – special reserve fund – not allowed to spend out of this fund.
 - j. Board Member, Ray Odom: What types of expenditures can you use out of this?
 - k. Chief Business Official, Diane Holliman: Could be on projects, capital outlay. If you had to use it.
 - l. Post employment benefits.
 - m. Fund 25 – capital facilities fund – developer fee fund.
 - i. Money cannot be spent unless you have increasing enrollment.
 - n. Board Member, Ray Odom: There was a time in my tenure are HUSD, that we found one time, the county office credited the wrong addresses to a differen school district and they received the revenues, not us. It would be a good idea to go to the Assesors Office/Planning Department to check just in case.
 - o. Page 30 and 31 – cash flow report
 - p. Page 1 & 2 – every student succeeds maintenance of effort. – MOE is met
 - q. Page 35, 36, 37 – internal indirect costs
 - r. Page 38 and 39 – unrestricted side of the budget.
 - s. Hog barn costs should be reflected in second interim in the spring.
 - t. Page 40 and 41 – restricted – grants and federal dollars.
 - u. Board Member, Ray Odom: Page 42, first line – decrease in ADA expected?
 - v. Chief Business Official, Diane Holliman: Yes, still a projection on our best guess.
 - w. Superintendent, Charles Tracy: Projected out over rolling classes, this year we graduate a large senior class. 8th grade is a smaller incoming 9th grade class. We are looking into recruitment ideas – such as the radio and interdistricts.
2. Hamilton High School Expansion – Proposal for Preliminary Endangerment Assesment, parcel number: 032-230-015 (possible handout of second proposal) (page 46-53).
 - a. Looking at a piece of property to expand the school – make sure there are no hazardous substances. Testing before hand. This is where they do the soil samples. We recieved one proposal – 40,000 it is a lot of money. You would pay yourself back with Bond funds. Recommended that we authorize the proposal to determine.
 - b. Board Member, Ray Odom: To confirm, this would be paid out of bond money?
 - c. Superintendent, Charles Tracy: Yes.
 - d. Board President, Gabriel Leal: When would they do it?
 - e. Superintendent, Charles Tracy: In the next 45 days when the board authorizes. May change due to holidays and break.
 - f. Community Member, Tom Conwell: They have it (the property) planted already.
 - g. Superintendent, Charles Tracy: We have been informed by the land owner that no herbicides have been placed at this time.
 - h. Board Member, Ray Odom: At what point do we have to deal with enviormental impact report. Not all of it but part of it.
 - i. DWK, Attorney for HUSD, Matt Juhl-Darlington: First part of going through it - and looking into acquiring the land as well.

- 11.0 **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.

Parent, Froylan Mendoza: In terms of land purchase – how much land and a cost? Are we there.

Superintendent, Charles Tracy: We are under negotiations and it is being discussed. We will report out as soon as we can to properly inform.

12.0 **ACTION ITEMS:**

1. First Interim Report 2018-19 (page 11-45).

Motion for approval by Wendall Lower, seconded by Ray Odom.

Motion Carried: 5-0

Leal: Aye	Lower: Aye
Boone: Aye	Reyes: Aye
Odom: Aye	

2. Hamilton High School Expansion – Proposal for Preliminary Endangerment Assesment, parcel number: 032-230-015 (possible handout of second proposal) (page 46-53).

- a. Option A: Original proposal
b. Option B: Handout at meeting

Motion for approval of Option A by Wendall Lower, seconded by Ray Odom.

Motion Carried: 5-0

Leal: Aye	Lower: Aye
Boone: Aye	Reyes: Aye
Odom: Aye	

3. Developer Fee Agreement between Hamilton Unified School District and Capay Joint Union Elementary School District – division of fees (page 54).

- a. Board Member, Ray Odom: 69 perent for Capay and the rest for Hamilton?
b. Superintendent, Charles Tracy: Yes this has been the status quo prior and they completed a state wide study – confirmed that this is the correct division for the area.

Motion for approval by Rod Boone, seconded by Ray Odom.

Motion Carried: 5-0

Leal: Aye	Lower: Aye
Boone: Aye	Reyes: Aye
Odom: Aye	

4. Affidavit of School District - Form J-13A, Request for Allowance of Attendance Due to Emergency Conditions (page 55-59).

- a. Board Member, Wendall Lower: Will days need to be made up at the end of the school year?
b. Superintendent, Charles Tracy: No with approval of this by the state, they will be waived by the state.

Motion for approval by Wendall Lower, seconded by Genaro Reyes.

Motion Carried: 5-0

Leal: Aye	Lower: Aye
Boone: Aye	Reyes: Aye
Odom: Aye	

5. Second reading of (page 60-62):

- a. Board policy 0420.42 Charter School Renewal (for regular manual maintenance).
b. Board policy 1100 Communication with the Public (for regular manual maintenance).
c. Board policy 3290 Gifts, Grants and Bequests (for regular manual maintenance).
d. Administrative regulation 3320 Claims and Actions Against the District (for regular manual maintenance).
e. Administrative regulation 3460 Financial Reports and Accountability (for regular manual maintenance).
f. Board policy 4114 Transfers (for regular manual maintenance).
g. Board policy and administrative regulation 5141.6 School Health Services (for regular manual maintenance).
h. Board policy and administrative regulation 5144.1 Suspension and Expulsion/Due Process (for regular manual maintenance).
i. Board policy and administrative regulation 5148.3 Preschool/Early Childhood Education (for regular manual maintenance).
j. Board policy 6142.3 Civic Education (for regular manual maintenance).
k. Board policy and administrative regulation 6145.2 Athletic Competition (for regular manual maintenance).
l. Board policy and administrative regulation 6152.1 Placement in Mathematics Courses (for regular manual maintenance).
m. Board policy 6170.1 Transitional Kindergarten (for regular manual maintenance).
n. Board policy and administrative regulation 6178 Career Technical Education (for regular manual maintenance).
o. Board policy 6190 Evaluation of the Instructional Program (for regular manual maintenance).

p. Board bylaw 9110 Terms of Office (for regular manual maintenance).

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

Motion Carried: 5-0

Leal: Aye	Lower: Aye
Boone: Aye	Reyes: Aye
Odom: Aye	

6. Board Member, Rod Boone volunteer (without stipend) JV Boys Basketball Coach at Hamilton High School.

Motion for approval by Wendall Lower, seconded by Genaro Reyes.

Motion Carried: 5-0

Leal: Aye	Lower: Aye
Boone: Aye	Reyes: Aye
Odom: Aye	

13.0 **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 63-94).
2. Hamilton Elementary School Site Council Meeting Agenda for November 8, 2018 (page 95).
3. Hamilton Elementary School Site Council Meeting Minutes for November 8, 2018 (page 96-97).
4. Winter Office Hours, 2018-19 (page 98).
5. Minutes for the Regular Board Meeting on October 24, 2018 (page 99-105).
6. Interdistrict Transfers (new only; elementary students reapply annually).

- a. Out
 - i. Hamilton Elementary School
 1. None to report
 - ii. Hamilton High School
 1. None to report
- b. In
 - i. Hamilton Elementary School
 1. None to report
 - ii. Hamilton High School
 1. None to report

7. Personnel Actions as Presented:

- a. New hires:
 - i. Rafael Ruiz-Salamanca Volunteer Boys Soccer Coach HHS
 - ii. Jesus Ahumada Volunteer Girls Soccer Coach HHS
 - iii. Vanessa Aguirre Volunteer Girls Soccer Coach HHS
 - iv. Juan Munoz Girls Soccer Coach HHS
- b. Resignations/Retirement:
 - i. LeAnn Radtke Director of Nutrition & Student Welfare (June) District
 - ii. Leroy Zambrano Alternative Ed Teacher (June) EB
 - iii.

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

Motion Carried: 5-0

Leal: Aye	Lower: Aye
Boone: Aye	Reyes: Aye
Odom: Aye	

14.0 **IDENTIFY CLOSED SESSION ITEMS:**

15.0 **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.

No public comment.

7:00 p.m. adjourn to closed session

16.0 **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.
4. *Conference with Real Property Negotiators*. Property: Westermann property north of Hamilton High School, approximately located at 500 Sixth Street, Hamilton City, CA 95951 (APN: 032-230-015-000). Agency Negotiator: Charles Tracy, Superintendent; Matt Juhl-Darlington, Attorney for District. Negotiating Parties: Westermann Family and Hamilton Unified School District. Under negotiation: Price and terms of payment.

17.0 **REPORT OUT ACTION TAKEN IN CLOSED SESSION** (no earlier than 30 minutes after board enters into Closed Session):


Report out action taken in closed session.

Board President, Gabriel Leal:

The Board gave direction to the Superintendent and school district legal counsel in regards to the Westermann property.

The Board gave direction to the Superintendent on 5 personnel matters.

18.0 **ADJOURNMENT:** 9:40 p.m.



Wendall Lower, Clerk



Charles Tracy, Superintendent