

**HAMILTON UNIFIED SCHOOL DISTRICT  
BOARD MEETING  
MINUTES  
Hamilton High School Library  
Wednesday, March 28, 2018**

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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.

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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.*

**START:** 6:32 p.m.

*Gabriel Leal, Board President:* No action taken in closed session.

**5.0 PUBLIC SESSION/FLAG SALUTE:**

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

Motion for approval by Rod Boone, seconded by Tomas Loera. Motion Carried: 4-0

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

**7.0 COMMUNICATIONS/REPORTS:**

1. Board Member Comments/Reports.
  - a. Nothing to report
2. ASB President and Student Council President Reports.
  - a. Hamilton High, Tate Gruenwald
    - i. Tate Gruenwald (absent).
    - ii. Ofelia Flores was in attendance and introduced herself as next year's ASB president (2018-19).
  - b. Hamilton Elementary, Alexis Villegas
    - i. Absent
3. Principal and Dean of Student Reports

- a. Cris Oseguera, Hamilton High School Principal
  - i. The 3<sup>rd</sup> quarter ended on Tuesday, March 13<sup>th</sup>.
  - ii. The boys' soccer team made to semifinals at state.
  - iii. Our students went on campus tours to Cal Poly, San Jose State, and UC Santa Barbra.
  - iv. Rosalinda Ramos – Lion's Club zone speaker contest winner, competes again this weekend in Chico.
  - v. We will be beginning the California Standardized Testing and Reporting Program (CAASPP) testing after spring break.
  - vi. Open House is scheduled for Thursday, April 12<sup>th</sup>. Mr. Tracy and other staff members will be there to answer questions related to the LCAP.
    1. Our band will be performing this year.
  - vii. FFA students will be leaving for State Convention on April 19<sup>th</sup> through April 24<sup>th</sup>
  - viii. Spring break begins this Friday, March 30<sup>th</sup> and continues Monday, April 2<sup>nd</sup> through Friday, April 6<sup>th</sup>. Students return on Monday, April 9<sup>th</sup>.
  - ix. *Veronica Flores, Parent and Community Member*: I am very happy for my daughter (Ofelia Flores) to be ASB President at Hamilton High School next year. I am also very proud of our students at Hamilton High School. We are a very small school but our students do great things. FFA went to Chico State on Thursday, March 22<sup>nd</sup> for regional meeting for region, chapter and state award degrees. 16 students received awards are regional level and 2 won state degrees.
  - x. *Rod Boone, Board Member*: Kudos to Mrs. Lohse and Mr. Batchelder on the success of our FFA program.
- b. Kathy Thomas, Hamilton Elementary School Assistant Principal
  - i. Written
- c. Maria Reyes, District Dean of Students
  - i. Written
4. District Reports (written)
  - a. Food Service Report by LeAnn Radtke
  - b. Operations Report by Marc Eddy
  - c. Technology Report by Derek Hawley (Page 1)
5. Chief Business Official/Facilities Report by Diane Holliman
  - a. Roofing project
  - b. *Charles Tracy, Superintendent*: I would like to ask the Board if they would like to hold a special board meeting on April 17<sup>th</sup> at 5:30 p.m. for a barn update and an update from me per your direction on land information and requirements.
  - c. *School Board Members (present)*: Yes, that date and time work for us.
6. Superintendent by Charles Tracy
  - a. Glenn County Sheriff's Office Detective Greg Felton and SMART Team presentation.
    - i. "Glenn County Mental Health is developing a collaborative response team to specifically respond to critical incidents involving students with early onset or at risk of mental illness who are being bullied or exhibiting suicidal behavior. The primary purpose of this Innovation program is to promote interagency collaboration. Glenn County is adapting an existing evidence-based practice utilized by Los Angeles County and others to meet the needs of Glenn County's small, rural community. This three-year Innovative project is the result of Glenn County Mental Health Services Act stakeholders identifying that that suicidal behavior and school safety, including threats and bullying were important issues to be addressed with important mental health dimensions and potential consequences. When an incident occurs at a local school, there are no standard protocols for how to deal with the situation, assess for and respond to mental illness components or who to call for assistance. The Innovation project will focus on developing a team and corresponding processes to respond 2 systematically to these critical incidents. This project will identify one or two staff from each of the following agencies: mental health, probation, law enforcement, and the schools to be key members of the team. Youth Peer Mentors will also be utilized by the team. These individuals will collaborate to respond quickly, efficiently and consistently to mental health crises and critical events. This collaboration team will be called a System Wide Mental Health Assessment Response Team (SMART). The team will follow up with each student, classroom, teacher and/or family member to deliver brief therapy as needed and determine the need for additional follow-up services. The staff from relevant agencies will train, screen, intervene, and provide case management and monitoring to

identify and manage any potential threats to the schools and/or community and respond to any dimensions of a mental illness. The learning goal of this project is to assess the effectiveness of this collaborative team approach using the limited resources of a rural County. They will determine what works and how their learning can be applied to other small county programs.”

- ii. Law enforcement, schools and mental health work together.
  - iii. Goal is to sustain the program.
  - iv. School site team: Principal, school counselors and school psychologist.
  - v. Prevention strategies are also a focus.
  - vi. *Kathy Perez, Glenn County Board of Education Member:* I did not know you had such a problem with 10 to 12 year olds – what are we doing to help teachers?
  - vii. *SMART Team:* We work with teachers to educate them on the SMART Team process and available resources and prevention.
  - viii. *Rod Boone, Board Member:* teachers have to be trained in suicide signs currently.
  - ix. *SMART Team:* there are a lot of amazing resources to help teachers recognize the signs.
  - x. *Charles Tracy, Superintendent:* There is mandated training for themselves, for students and to help identify for their peers.
  - xi. *Rod Boone, Board Member:* This is how students ask for help.
  - xii. *Gabriel Leal, Board President:* You said this is not statewide, not every county has this?
  - xiii. Butte County is just now starting this type of program. There aren't many, if any, other counties that have this type of resource. We want to prevent crisis before it happens.
- b. AB2067 – fund a resource officer at every campus – great concept and the bill goes through – James Gallagher. They were there to support staff, not to criminalize them.
- i. *Charles Tracy, Superintendent:* I hope it makes it to the governor's desk – this is in addition to what schools get for funding.
  - ii. *Sheriff Warren:* We are disconnected – the resource officer that was here was a resource and connection to the community of Hamilton City; a line of communication. We need that back.
  - iii. *Cris Oseguera, Hamilton High School Principal:* The Sheriff's Office has been incredibly responsive to our needs even though it has been nearly 10 years since we have had a resource officer due to budget reduction from the state.
- c. Music appreciation folder.
- i. Handwritten “thank you's” to the board from students participating in Band – they appreciate your support!
- d. Holidays:
- i. Good Friday – Friday, March 30, 2018.
- e. School Board Meetings:
- i. Wednesday, April 25, 2018.
  - ii. Tuesday, May 22, 2018.

8.0 **CORRESPONDENCE:** None.

9.0 **DISCUSSION ITEMS:**

1. Board Member participation in end-of-year activities:
  - a. HES Promotion Thursday, May 31, 2018 at 7:00pm (board members arrive at 6:30pm), Hamilton High School Stadium.
    - i. Rod Boone and Tomas Loera
  - b. HHS Graduation Friday, June 1, 2018 at 8:00pm (board members arrive at 7:30pm), Hamilton High School Stadium.
    - i. Rosalinda Sanchez and Wendall Lower
2. Boys and Girls Club – Hamilton City Summer School/Camp Schedule 2018. (Page 2-6)
3. Second Interim Report. (Page 7-47)
  - a. Mrs. Diane Holliman reviewed our second interim. Original budget, operating and projected, and actuals.
4. First reading of Board Policy and Administrative Regulation 3311.1 Uniform Public Construction Cost Accounting Procedures. (Page 48-53)
5. First reading of Board Policy and Administrative Regulation 1312.3 Uniform Complaint Procedures (for regular manual maintenance). (Page 54-64)
6. First reading of Administrative Regulation 3230 Federal Grant Funds (for regular manual maintenance). (Page 54-64)

7. First reading of Administrative Regulation 3514.2 Integrated Pest Management (for regular manual maintenance). (Page 54-64)
8. First reading of Board Policy and Administrative Regulation 3551 Food Service Operations/Cafeteria Fund (for regular manual maintenance). (Page 54-64)
9. First reading of Board Policy and Administrative Regulation 3553 Free and Reduced Price Meals (for regular manual maintenance). (Page 54-64)
10. First reading of Board Policy 4111/4211/4311 Recruitment and Selection (for regular manual maintenance). (Page 54-64)
11. First reading of Board Policy and Administrative Regulation 4119.11/4219.11/4319.11 Sexual Harassment (for regular manual maintenance). (Page 54-64)
12. First reading of Administrative Regulation 4161.1/4361.1 Personal Illness/Injury Leave (for regular manual maintenance). (Page 54-64)
13. First reading of Administrative Regulation 4161.8/4261.8/4361.8 Family Care and Medical Leave (for regular manual maintenance). (Page 54-64)
14. First reading of Administrative Regulation 4261.1 Personal Illness/Injury Leave (for regular manual maintenance). (Page 54-64)
15. First reading of Board Policy and Administrative Regulation 5022 Student and Family Privacy Rights (for regular manual maintenance). (Page 54-64)
16. First reading of Board Policy and Exhibit 5145.6 Parental Notifications (for regular manual maintenance). (Page 54-64)
17. First reading of Board Policy 6162.5 Student Assessment (for regular manual maintenance). (Page 54-64)
18. First reading of Board Policy and Administrative Regulation 6171 Title I Programs (for regular manual maintenance). (Page 54-64)

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.

*Tom Conwell, Community Member:* Was Mrs. Thomas interviewed for the principals job by the school board?

*Gabriel Leal, Board President:* Yes she was. The entire Board interviewed her last year.

*Charles Tracy, Superintendent:* Yes, the Board interviewed her last summer.

*Tom Conwell, Community Member:* Ok, thank you.

*Levi Funderburk, Parent and Community Member:* I am a parent of a student at the high school and the husband of staff member. I have concerns for my wife. How are we going to keep staff and students safe? Mr. Tracy and Mr. Oseguera are doing a lot of extra duties and work, basically two jobs each. There have been school fights, etc. I would like to offer my help to get creative; raise money for a resource officer. There is a hole that is lacking – I do not mean any disrespect to administration or the SMART Team who presented earlier this evening they are doing a good job also.

11.0 **ACTION ITEMS:**

1. Second Interim Report. (Page 7-47)

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

Motion Carried: 4-0

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

2. Enrollment Guidelines for the HES Dual Immersion Program. (Page 65-67)

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

Motion Carried: 4-0

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

3. HES Dual Immersion Program Lottery Application Form. (Page 68)

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

Motion Carried: 4-0

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

4. Kathryn Thomas Hamilton Elementary School Principal Contract beginning July 1, 2018. (Page 69)  
 Motion for approval by Tomas Loera, seconded by Rod Boone. Motion Carried: 4-0

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

5. Consulting Services Agreement between Isom Advisors, a Division of Urban Futures Inc. and Hamilton Unified School District. (Page 70-80)  
 Motion for approval by Rod Boone, seconded by Tomas Loera. Motion Carried: 4-0

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

6. Second reading of: (Page 54-64)

- i. Second reading of Administrative Regulation 5125.2 Withholding Grades, Diploma or Transcripts (for regular manual maintenance).
- ii. First reading of Board Policy 5131.6 Alcohol and Other Drugs (for regular manual maintenance).
- iii. Second reading of Board Policy and Administrative Regulation 6020 Parent Involvement (for regular manual maintenance)
- iv. Second reading of Administrative Regulation 6112 School Day (for regular manual maintenance).
- v. Second reading of Board Policy 6153 School-Sponsored Trips (for regular manual maintenance).
- vi. Second reading of Board Policy 6170.1 Transitional Kindergarten (for regular manual maintenance).
- vii. Second reading of Administrative Regulation 6173.1 Education for Foster Youth (for regular manual maintenance).
- viii. Second reading of Board Policy and Administrative Regulation 6173.2 Education of Children of Military Families (for regular manual maintenance).
- ix. Second reading of Board Policy and Administrative Regulation 0420.4 Charter School Authorization (for regular manual maintenance).
- x. Second reading of Board Policy 1325 Advertising and Promotion (for regular manual maintenance).  
 Second reading of Board Policy 3100 Budget (for regular manual maintenance).
- xi. Second reading of Board Policy 3515.7 Firearms on School Grounds (for regular manual maintenance).
- xii. Second reading of Administrative Regulation 3517 Facilities Inspection (for regular manual maintenance).
- xiii. Second reading of Board Policy 4119.21/4219.21/4319.21 Professional Standards (for regular manual maintenance).
- xiv. Second reading of Administrative Regulation 4144/4244/4344 Complaints (for regular manual maintenance).
- xv. Second reading of Board Policy and Administrative Regulation 4200 Classified Personnel (for regular manual maintenance).
- xvi. Second reading of Board Policy 5144 Discipline (for regular manual maintenance).
- xvii. Second reading of Board Policy and Administrative Regulation 5144.1 Suspension and Expulsion/Due Process (for regular manual maintenance).
- xviii. Second reading of Administrative Regulation 5148.2 Before/After School Programs (for regular manual maintenance).
- xix. Second reading of Board Policy 6146.1 High School Graduation Requirements (for regular manual maintenance).
- xx. Second reading of Board Bylaw 9150 Student Board Members (for regular manual maintenance).

Motion for approval by Wendall Lower, seconded by Rod Boone. 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 81-104)
2. Minutes for the Regular Board Meeting on February 28, 2018. (Page 105-111)
3. Hamilton Elementary School Site Council Meeting Agenda for March 8, 2018. (Page 112)
4. Hamilton Elementary School Site Council Meeting Minutes for March 8, 2018. (Page 113)
5. California Department of Education Consolidated Application for 2017-18 (CARS). (Page 114-134)
6. Hamilton High School Anatomy/Med Term Class Field Trip – Body Worlds Exhibit, San Jose Tech Museum. (Page 135-136)
7. Interdistrict Transfers (new only; elementary students reapply annually).
  - a. Out
    - i. Hamilton Elementary School
      1. None
    - ii. Hamilton High School
      1. 9<sup>th</sup> Grade x 1 (2018-19)
  - b. In
    - i. Hamilton Elementary School
      1. None
    - ii. Hamilton High School
      1. 9<sup>th</sup> Grade x 1 (2018-19)
8. Personnel Actions as Presented:
  - a. New hires:
    - i. None
  - b. Resignations/Retirement:
    - i. Brian Erickson                      Varsity Boys Basketball Coach                      HHS

Motion for approval by Tomas Loera, seconded by Wendall Lower. Motion Carried: 4-0

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

13.0 **ADJOURNMENT:** 8:19 p.m.

 5-22-18

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Wendall Lower, Clerk



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Charles Tracy, Superintendent