

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

---

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       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.*

*Gabriel Leal, Board President:* The Board gave direction to the Superintendent on a personnel matter.

**START:** 6:53 p.m.

**5.0 PUBLIC SESSION/FLAG SALUTE:**

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

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

Motion Carried: 5-0

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

**7.0 COMMUNICATIONS/REPORTS:**

1. Board Member Comments/Reports.
  - a. *Gabriel Leal, Board President:* Tomas Loera, Board Member and Mr. Tracy, Superintendent and I attended the Small School District's Association (SSDA) Annual Conference and I recommend that the other board members attend next year if they are able. During the conference one of the presenters really brought to light how our generation of students are very different; I went last year as well. This conference focuses a good amount on governance.
2. ASB President and Student Council President Reports.
  - a. Hamilton High, Tate Gruenwald
    - i. Blood Drive for FFA was today, Wednesday, February 28<sup>th</sup> – we had a great turn out.

- ii. Winter sports have come to an end for the 2017-18 school year except for Soccer, they will be attending state next Tuesday.
  - iii. Spring sports are beginning and are off to a good start.
  - iv. Homecoming for basketball was a lot of fun for the student body – both the game and dance.
  - v. Our focus has been to not only get the seniors involved in school activities, but also underclassmen.
- b. Hamilton Elementary, Alexis Villegas
- i. The 7<sup>th</sup> and 8<sup>th</sup> grade basketball season has come to an end – it was a great season. All of the players worked very hard and practiced hard during our early morning practices.
  - ii. Last week we had our 6<sup>th</sup> – 8<sup>th</sup> grade assembly.
  - iii. The middle school Valentines dance took place on the 15<sup>th</sup> and the students had fun.
  - iv. Dr. Seuss & Read around the World Week is this week. We have a lot of fun activities planned to get students involved with reading and dress-up days.
  - v. The 4<sup>th</sup> graders are planning a trip to the state capital.
  - vi. 8<sup>th</sup> graders have upcoming fundraisers planned.
    - 1. We will be holding 2 car washes at the Double EE Gas Station here in Hamilton City.
3. Principal and Dean of Student Reports
- a. Cris Oseguera, Hamilton High School Principal
- i. We have had a lot of activities lately at HHS. I would like to take a moment to thank Mr. Langan and Mrs. Reyes for their help in assisting students and families.
  - ii. Registration for next year's 9<sup>th</sup> graders took place, 52 students came to campus for registration.
    - 1. We expect about 70 freshmen in total.
  - iii. Ag awareness Day took place on February 6<sup>th</sup>, 8<sup>th</sup> grade students came from Hamilton Elementary School along with Capay, Lake and Plaza to partake in the activities.
  - iv. It is FFA month – today we held a blood drive in the gym.
  - v. We also held Kindness week – Odyssey for Youth spoke to our students during an assembly.
  - vi. Parent teacher conferences were held on Thursday, February 22<sup>nd</sup>.
  - vii. Last week we had the lions speaker contest – Rosalinda Ramos was the winner.
  - viii. Upcoming campus tours in March.
  - ix. The district will be holding a professional development day for staff on Friday, March 23<sup>rd</sup>. There will be no school for students on this day.
  - x. Open House will be on Thursday, April 12<sup>th</sup>.
- b. Kathy Thomas, Hamilton Elementary School Assistant Principal
- i. Our attendance percentages currently are 6<sup>th</sup> – 8<sup>th</sup> grade, 96.7% and K – 5<sup>th</sup> grade, 96.6%
  - ii. Enrollment is 410.
  - iii. Trudy Bryan, Counselor and I had professional development this month; Aeries and master scheduling.
  - iv. Last Friday, February 23<sup>rd</sup> Hamilton Elementary School and Hamilton High School Staff met to discuss the California Dashboard results for special populations at Hamilton Unified.
    - 1. We are working to close those gaps – our focus.
  - v. For the upcoming year we will be looking at scheduling and choices for electives.
  - vi. Academic Parent Teacher Teams met with Kindergarteners this month.
  - vii. During our Morning Coffee with the Principal we have asked parents what they would like more information about – we will be discussing behavior management and safety on campus. Please join us!
  - viii. Hamilton Elementary School staff members will be attending the California Association for Bilingual Education (CABE) Conference on March 28<sup>th</sup> and 29<sup>th</sup>.
- c. Maria Reyes, District Dean of Students
- i. Progress reports were mailed home to students on February 9<sup>th</sup>.
  - ii. On February 16<sup>th</sup> students took a tour of the Rumiano Cheese factory in Willows.
  - iii. Students completed the Butte College Assessment.
    - 1. More money opportunities for students who are going to attend college.
  - iv. Parent teacher conferences last week on February 22<sup>nd</sup>.
  - v. Steps to college at Mexican consulate – how to get into college.
4. District Reports (written)
- a. Food Service Report by LeAnn Radtke (page 1)

- b. Operations Report by Marc Eddy (page 2)
- c. Technology Report by Derek Hawley (page 3)
- 5. Chief Business Official/Facilities Report by Diane Holliman
  - a. Hamilton High School has the project for the hog barn still in the works. Architects, Nichols, Melburg & Rossetto (NMR) will be providing us with a quote for services, including ADA requirements. We will also be getting a quote to do project management on this project.
  - b. An update on the sewer line at the high school – there are no obstructions. Maintenance will periodically clear the line to prevent future issues.
  - c. Ella Barkley High School roof project – this is planned for Friday March 9<sup>th</sup> after the school day and Saturday, March 10<sup>th</sup> while no school is in session.
  - d. The sunshades at Hamilton Elementary School, ready to be fixed – we were provided with a finalized quote of \$12,000.
  - e. Cafeteria tables at Hamilton Elementary School (9 tables). We acquired a new quote from a company in Sacramento for \$40,000. This came in \$10,000 less than Esplanade Furniture in Chico.
- 6. Superintendent by Charles Tracy
  - a. Holidays:
    - i. Good Friday – Friday, March 30, 2018.
  - b. School Board Meetings:
    - i. Saturday, March 3, 2018 at 9:00 a.m. in the Hamilton High School Library.
      - i. Workshop regarding LCAP goals.
    - ii. Wednesday, March 28, 2018.
  - c. Spring Concert is April 26<sup>th</sup> at 7:00 p.m. in the Hamilton High School Gym.
  - d. Gabriel Leal, Tomas Loera and I attended the Small School Districts Association (SSDA) Annual Conference. The workshops were beneficial. During the conference there was a presentation by the College Board about expanding a program/opportunity for 8<sup>th</sup> graders to take the SAT. It would help give them an early start to improve before taking it again in high school. It is being piloted in central California. I believe this would be a good thing to explore.

8.0 **CORRESPONDENCE:** None.

9.0 **DISCUSSION ITEMS:**

1. District priorities list from workshop held on November 8, 2017. (page 4-11)
  - a. *Charles Tracy, Superintendent:* We are looking at the future of the school district – how do we accommodate the district for the future? The property north of the high school is a potential opportunity. If this is what we want to do we must explore further on how to fund. If it is for sale – what would we do?
  - b. *Ray Odom, Community Member:* Priorities for facilities it is incumbent upon the board to buy property. It appears that it is going to be sold this year. Homes may be built on that land. The owner of the land may not want to sell now but there are ways to force a sale if it came to that. Currently the high school is on approximately 19 acres. This is too small for a student body our size. Our gym is very old and you need to have land to expand. The land north of the high school is approximately 120 acres. At this time orchard land is selling for 17,000 an acre or more.
  - c. *Charles Tracy, Superintendent:* Is it possible to split the parcel? These are questions to be answered. It's not going to be here a year from now. What does it look like in the future – is real-estate what we need? We do not have enough money unless we went out for a bond. We do not have bonding capacity to buy land and build a high school simultaneously. You would probably reach bonding capacities for just the land. Toward the end of the bond is when you may have enough growth for another school. He mentioned that there were senior citizen exemptions – may not have to share a burden of bond. If we are going to have this discussion – you're kind of against a timeline (the school board). We have to be sure that we are ready to do this. I can arrange for someone to come discuss our options if you all agree?
  - d. *School Board:* Yes, please.
  - e. *Gabriel Leal, Board President:* If new homes were built we will be impacted, especially at the elementary school.
  - f. *Charles Tracy, Superintendent:* We would need to establish Mello-Roos.
  - g. *Gabriel Leal, Board President:* can we split the property?
  - h. *Charles Tracy, Superintendent:* I am not sure.
  - i. *Wendall Lower, Board Member:* In the Capay area there are bidding wars for 30,000 an acre or more for farmable land. We need to know how to go about starting conversations with this owner.

- j. *Gabriel Leal, Board President*: We should consult our legal team first.
  - k. *Ray Odom, Community Member*: There may be a lot line adjustment.
  - l. *Wendall Lower, Board Member*: If there is a line on the parcel.
  - m. *Charles Tracy, Superintendent*: when we were doing the voting for the levee I think we had a total of 3 parcels. I recommend we bring an expert in.
  - n. *Froylan Mendoza, Parent*: If they are going to develop it they have to rezone it. Is the process of building home this happening? There is not enough school here for the kids if this is happening. I would strongly recommend you look into it. It's a once in a life time opportunity.
  - o. *Charles Tracy, Superintendent*: If we take this route I think it would be best if we have a bond oversight committee to make sure we are spending it how it is intended. Would you (the school board) like to have a special board meeting between now and the next regular board meeting in March with council to discuss?
  - p. *School Board*: Yes, please send us optional dates.
  - q. *Ray Odom, Community Member*: what commonly happens is developer fees. If you forgive these developer fees we will give you 10 acres.
  - r. *Froylan Mendoza, Parent*: if we look at a path of a bond, please focus on the facilities – classrooms.
  - s. *Gabriel Leal, Board President*: yes let's move forward on getting a date for a special board meeting.
2. Security and safety of HUSD school sites. (page 12)
    - a. Every year we approve our safety plans after they are reviewed by our School Site Councils.
    - b. We need to make sure to extend training to off campus coaches (athletics) Site principals will sit down with the athletic director and coaches to make sure they are aware of the proper protocols.
    - c. *Cris Oseguera, Hamilton High School Principal*: I met with coaches on some protocols. I will continue to do so with other spring sports coaches.
  3. First reading of Administrative Regulation 5125.2 Withholding Grades, Diploma or Transcripts (*for regular manual maintenance*). (page 13-22)
  4. First reading of Board Policy 5131.6 Alcohol and Other Drugs (*for regular manual maintenance*). (page 13-22)
  5. First reading of Board Policy and Administrative Regulation 6020 Parent Involvement (*for regular manual maintenance*). (page 13-22)
  6. First reading of Administrative Regulation 6112 School Day (*for regular manual maintenance*). (page 13-22)
  7. First reading of Board Policy 6153 School-Sponsored Trips (*for regular manual maintenance*). (page 13-22)
  8. First reading of Board Policy 6170.1 Transitional Kindergarten (*for regular manual maintenance*). (page 13-22)
  9. First reading of Administrative Regulation 6173.1 Education for Foster Youth (*for regular manual maintenance*). (page 13-22)
  10. First reading of Board Policy and Administrative Regulation 6173.2 Education of Children of Military Families (*for regular manual maintenance*). (page 13-22)
  11. First reading of Board Policy and Administrative Regulation 0420.4 Charter School Authorization (*for regular manual maintenance*). (page 13-22)
  12. First reading of Board Policy 1325 Advertising and Promotion (*for regular manual maintenance*). (page 13-22)
  13. First reading of Board Policy 3100 Budget (*for regular manual maintenance*). (page 13-22)
  14. First reading of Board Policy 3515.7 Firearms on School Grounds (*for regular manual maintenance*). (page 13-22)
  15. First reading of Administrative Regulation 3517 Facilities Inspection (*for regular manual maintenance*). (page 13-22)
  16. First reading of Board Policy 4119.21/4219.21/4319.21 Professional Standards (*for regular manual maintenance*). (page 13-22)
  17. First reading of Administrative Regulation 4144/4244/4344 Complaints (*for regular manual maintenance*). (page 13-22)
  18. First reading of Board Policy and Administrative Regulation 4200 Classified Personnel (*for regular manual maintenance*). (page 13-22)
  19. First reading of Board Policy 5144 Discipline (*for regular manual maintenance*). (page 13-22)
  20. First reading of Board Policy and Administrative Regulation 5144.1 Suspension and Expulsion/Due Process (*for regular manual maintenance*). (page 13-22)
  21. First reading of Administrative Regulation 5148.2 Before/After School Programs (*for regular manual maintenance*). (page 13-22)
  22. First reading of Board Policy 6146.1 High School Graduation Requirements (*for regular manual maintenance*). (page 13-22)
  23. First reading of Board Bylaw 9150 Student Board Members (*for regular manual maintenance*). (page 13-22)

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.

- Froylan Mendoza, Parent:* I would like to thank Mrs. Reyes for taking 30 students to UC Davis for Cesar Chavez Youth Leadership Conference on March 10<sup>th</sup>. I am a presenter there at 10:30 a.m. and glad to see local students attending.
- Maribel Solorio-Jaramillo, Parent:* I have been volunteering at Hamilton Elementary School this semester beginning in January in my child’s classroom. I see that there is a need for parent volunteers – we need to help our teachers. I am very much an advocate of this. I was told that I was reported to the Classified unit union and that I can only volunteer 5 hours a week per each of my children. I did not know this was a requirement going into volunteer.
- Charles Tracy, Superintendent:* Yes, the 5 hours came from the Classified unit and their collective bargaining agreement language. The fear was that too much volunteerism would replace their positions as paraeducators. There will be clarifying language on this – it is up to open for bargaining. There are limits put on what we can and cannot do – we would like you to continue to volunteer in your child’s classroom but to be in accordance with our Classified unit. Certain areas we have to protect and classified employees have certain rights.
- Rosalinda Sanchez, Board Member:* The issue is not that she is volunteer; it is where she can volunteer and for how long. You can volunteer only in the classroom, not outside the classroom, i.e. yard duty.
- Charles Tracy, Superintendent:* Yes.
- Maribel Solorio-Jaramillo, Parent:* I have never been approached about needing to do this before.
- Rod Boone, Board Member:* It is because of the union, a Classified unit union member (employee) brought it to the attention of administration – that is why it was brought up.
- Charles Tracy, Superintendent:* I apologize for not being more clear in the meeting I had with you the other day at the elementary school.
- Froylan Mendoza, Parent:* Let’s say you have 10 parents in the classroom. That takes away from the aid or paraeducator that is why there needs to be limits because that employee has rights to that job. The school wants parents to volunteer but their hands are tied with certain rules because of unions.
- Charles Tracy, Superintendent:* We want to support your volunteerism.
- Rosalinda Sanchez, Board Member:* I wish more parents would volunteer their time like you, thank you.
- Maribel Solorio-Jaramillo, Parent:* I see the need in our elementary school and I believe it is important to help.

11.0 **ACTION ITEMS:**

1. Claudia Rodriguez-Mojica, PHD Letter of Agreement with HUSD Dual Language Professional Development 2017-18. (page 23)

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

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

2. Claudia Rodriguez-Mojica, PHD Letter of Agreement with HUSD Dual Language Professional Development 2018-19. (page 24)

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

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

3. Annual District Designees to Glenn County Office of Education 2017-18. (page 25)

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 17-18-105 California Uniform Public Construction Cost Accounting Act (CUPCAA), HUSD to become subject to Uniform Public Construction Cost Accounting Procedures. (page 26-33)

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

Motion Carried: 5-0

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

5. 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):

a. Hamilton High School (includes the District Office, Ella Barkley High School, and Hamilton Community Day School and Hamilton Adult School). (page 34-65)

b. Hamilton Elementary School (includes Hamilton State Preschool and Hamilton Special Education). (page 66-100)

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

Motion Carried: 5-0

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

6. Resolution 17-18-106 Emergency Management Resolution – Hamilton Unified School District has implemented a School Emergency Plan for all school sites and facilities. (page 58 & 92)

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. Second reading of: (page 19-22)

- i. Second reading of Board Policy 0400 Comprehensive Plans (for regular manual maintenance).
- ii. Second reading of Board Policy 0460 Local Control and Accountability Plan (for regular manual maintenance).
- iii. Second reading of Administrative Regulation 0460 Local Control and Accountability Plan (for regular manual maintenance).
- iv. Second reading of Board Policy 0500 Accountability (for regular manual maintenance).
- v. Second reading of Board Policy 1113 District and School Websites (for regular manual maintenance).
- vi. Second reading of Administrative Regulation 1113 District and School Websites (for regular manual maintenance).
- vii. Second reading of Board Policy 3280 Sale or Lease of District-Owned Real Property (for regular manual maintenance).
- viii. Second reading of Board Policy 3513.4 Drug and Alcohol Free Schools (for regular manual maintenance).
- ix. Second reading of Administrative Regulation 3515.6 Criminal Background Checks for Contractors (for regular manual maintenance).
- x. Second reading of Board Policy 4140/4240/4340 Bargaining Units (for regular manual maintenance).
- xi. Second reading of Board Policy 5113.1 Chronic Absence and Truancy (for regular manual maintenance).
- xii. Second reading of Administrative Regulation 5113.1 Chronic Absence and Truancy (for regular manual maintenance).
- xiii. Second reading of Administrative Regulation 5113.11 Attendance Supervision (for regular manual maintenance).
- xiv. Second reading of Board Policy 5113.12 District School Attendance Review Board (for regular manual maintenance).
- xv. Second reading of Administrative Regulation 5113.12 District School Attendance Review Board (for regular manual maintenance).
- xvi. Second reading of Board Policy 5117 Interdistrict Attendance (for regular manual maintenance).
- xvii. Second reading of Administrative Regulation 5117 Interdistrict Attendance (for regular manual maintenance).

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

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 101-128)
2. Minutes for the Regular Board Meeting on January 30, 2018. (page 129-136)
3. Williams Quarterly Report, January 2018. (page 137)
4. Teacher Consent Forms for Hamilton Elementary School 2017-18. (page 138-142)
5. Hamilton Adult Education: Results of Agency Professional Development Plan (2017-18). (page 143-150)
6. Hamilton City FFA attend Washington Leadership Conference June 3<sup>rd</sup> – 9<sup>th</sup> or 10<sup>th</sup> – 16<sup>th</sup>, 2018 for Hamilton City FFA. (page 151)
7. Hamilton City FFA attend National FFA Convention Indianapolis, Indiana – tentative dates: October 20<sup>th</sup> – 26<sup>th</sup>, 2018. (page 152)
8. 2016-2017 School Accountability Report Cards (SARC): Hamilton High School, Ella Barkley High School, and Hamilton Elementary School. (page 153-186)
9. Hamilton Elementary School Site Council Meeting Agenda for February 14, 2018. (page 187)
10. Hamilton Elementary School Site Council Meeting Minutes for February 14, 2018. (page 188)
11. Interdistrict Transfers (new only; elementary students reapply annually).
  - a. Out
    - i. Hamilton Elementary School
      1. None
    - ii. Hamilton High School
      1. None
  - b. In
    - i. Hamilton Elementary School
      1. None
    - ii. Hamilton High School
      1. None

12. Personnel Actions as Presented:


- a. New hires:
  - i. Derek Nall                      7th/8th Grade Boys Basketball Coach                      Hamilton Elementary School
  - ii. Kyle LaClaire                      Volunteer Baseball Coach                      Hamilton High School
- b. Resignations/Retirement:
  - i. None

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

Motion Carried: 5-0

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

13.0 **ADJOURNMENT:** 8:46 p.m.                      Close in memory of Bud Philips.

 3-28-18  
 \_\_\_\_\_  
 Wendall Lower, Clerk

 3/28/18  
 \_\_\_\_\_  
 Charles Tracy, Superintendent