

**HAMILTON UNIFIED SCHOOL DISTRICT  
BOARD MEETING  
MINUTES  
RESCHEDULED FROM WEDNESDAY, JANUARY 24, 2018 DUE TO ILLNESS OF BOARD MEMBERS  
Hamilton High School Library  
Tuesday, January 30, 2018**

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6:30 p.m. Open session no earlier than 6:30 p.m.  
 Conclusion of open session (no earlier than 7:15 p.m.) Closed session to discuss closed session items listed below.

**1.0 OPENING BUSINESS: 6:31 p.m.**  
 Call to order and roll call

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

**2.0 PUBLIC SESSION/FLAG SALUTE:**

**3.0 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	

**4.0 COMMUNICATIONS/REPORTS:**

1. Board Member Comments/Reports.
  - a. Board Member, Rosalinda Sanchez: I have been attending soccer games for both high school boys and girls. They are doing very well and improving. I have also been attending the elementary boys basketball games.
2. ASB President and Student Council President Reports.
  - a. Hamilton High, Tate Gruenwald.
    - i. ASB has been getting Senior Farewells together for sports
    - ii. Homecoming is next week. The dress up days are:
      1. Monday, February 5<sup>th</sup>: COLORS - Freshman: Brown, Sophomores: Green, Juniors: Orange, Seniors: Black.
      2. Tuesday, February 6<sup>th</sup>: DECADES - Freshman: 50's, Sophomores: 60's, Juniors: 70's, Seniors: 80's.
      3. Wednesday, February 7<sup>th</sup>: SEASONS - Freshman: Fall, Sophomores: Summer, Juniors: Spring, Seniors: Winter.
      4. Thursday, February 8<sup>th</sup>: MUSIC - Freshman: Classical, Sophomores: Country, Juniors: Rock, Seniors: Hip/Hop.
      5. Friday, February 9<sup>th</sup>: Blue and Gold.
    - iii. Kindness Week – dedicated to being kind to other students.
    - iv. FFA Blood Drive, February 28<sup>th</sup>
  - b. Hamilton Elementary, Alexis Villegas.
    - i. Girls Basketball ended
    - ii. Come out to support Boys Basketball.
    - iii. 8<sup>th</sup> graders attended Career Exploration Lunch. It was very informative, I liked it; showed us a lot of different option for future career goals.
    - iv. Pennies for cancer to support students; benefit students in Northern California with illnesses.
    - v. Upcoming events:
    - vi. The 6<sup>th</sup>-8<sup>th</sup> grader Valentines Dance.
    - vii. 8<sup>th</sup> graders coming to high school on Tuesday, February 5<sup>th</sup> for field trip to look what will be offered next year.

3. Principal and Dean of Students Reports

- a. Cris Oseguera, Hamilton High School Principal.
  - i. There are only 78 school days left in the 2017-18 school year. Our enrollment is at 280 students.
  - ii. Teachers are continuing to work on bettering content and curriculum for students.
    - 1. Meeting in departments and PLCs.
    - 2. Number 1 priority is students.
  - iii. Upcoming events:
    - 1. February 6, 2018 is FFA AG awareness day.
    - 2. February 8, 2018 incoming frosh info registration evening – all nearby schools, Plaza, Lake, Capay including Hamilton Elementary.
    - 3. February 12, 2018 hosting Harley Pro Competition.
    - 4. February 9, 2018 progress reports are mailed out.
    - 5. February 9, 2018 homecoming games and dance.
    - 6. February 27, 2018 parent teacher conferences
    - 7. February 28, 2018 is the blood drive.
  - iv. Winter athletics are going well for both girls and boys. Wrestling – doing well and competitive
  - v. Christine Engel retired on January 23, 2018 and we recently welcomed Rowan Dietle to our Office in Christine's place; we are very excited for her to join us at Hamilton High School.
  - vi. Jill Kortie, a prior teacher at Hamilton High School for 16 years recently passed away. The services will be held on Saturday, February 10, 2018, 11:00 a.m. at Our Divine Savior in Chico, CA. I would like to ask that the Board to close in her memory this evening.
- b. Maria Reyes, District Dean of Students.
  - i. Written report:
    - 1. Total enrollment: 10.
    - 2. It has been a smooth start to the Spring Semester.
    - 3. Music has been added to elective class offerings.
    - 4. Seniors are working on graduation requirements and preparing for life after high school with the Butte College Reg 2 Go process.
    - 5. In the process of scheduling an industry tour for the month of February to continue offering students exposure to possible career opportunities after high school.

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. Sunshades at Hamilton Elementary School is quoted at \$12,000; Spring or Summer project depending on availability of contractors.
- b. The older Boys and Girls bathroom sinks at Hamilton Elementary – quote by Cummings Plumbing to fix problem was \$700.
- c. Roofing project at Ella Barkley is quoted at 41,000. This included all buildings at Ella Barkley High School.
- d. Hamilton Elementary Cafeteria lower roofs, quote for 35,000.
  - i. Will do breezeway as well at no cost.
- e. Cafeteria tables at HES
  - i. Palmer Hamilton tables – 50,000 originally quoted.
  - ii. Trying to get other quotes; still working on it.
  - iii. At this time the best price we are quoted at is 45,000 at for Hamilton Elementary School (tables that collapse into the wall).
  - iv. Tables are needed at Hamilton High School but we are going to wait on those at this time.
- f. There is condensation in the triple wide portable classroom at Hamilton Elementary School – due to not enough circulation. Wrestling take place in there along with physical education for elementary students. If not addressed it could cause mold. Very common in modular buildings, typically worse with physical activity. Correct fix is additional insulation installed. Thermal block for future condensation.
- g. Board Member, Wendall Lower: When first installed, when they came and fixed a leak; are we sure it's not just a leak?

- h. *Chief Business Official, Diane Holliman:* Yes, there is no more leaking.
  - i. *Board Member, Rosalinda Sanchez:* Should this have been set up originally?
  - j. *Chief Business Official, Diane Holliman:* Additional insulation should have been installed to prevent this issue.
  - k. *Superintendent, Charles Tracy:* Yes, it requires a fix.
  - l. *Chief Business Official, Diane Holliman:* After receiving this information we contacted ARC design to give us a quote to fix, no clue how much at this point.
  - m. We will be bringing a resolution to you next month called CUPCAA if approved it will allow district to pick contractor.
  - n. HES cafeteria building, coated 12 years ago, not done with all others due to budget constraints
  - o. Comp shingle roofs at ELLA, standard warranty, 40 year limited warranty.
    - i. 41,200 for all 3 roofs and shed
  - p. *Board Member, Rod Boone:* To clarify, modular you are discussing is at the elementary is used for high school wrestling practice?
  - q. *Chief Business Official, Diane Holliman:* Yes.
  - r. *Board Member, Rod Boone:* Are their windows and doors?
  - s. *Superintendent, Charles Tracy:* Yes.
  - t. *Board Member, Rod Boone:* Can they just open the windows and doors to help? This room is used for elementary physical education also?
  - u. *Superintendent, Charles Tracy:* Yes, they do but it is not enough. It was designed for more space in inclement weather.
  - v. *Chief Business Official, Diane Holliman:* I hope to have more information for you at the next meeting and I can email out any communication I receive before then to you.
  - w. *School Board:* Yes please email out any additional information.
  - x. Barn update by Janice Lohse.
    - i. Company recently sent computer image, no concrete work yet, just building. Waiting for demolition company to provide quote; still working on it.
    - ii. Money is supposed to be here in April 2018.
    - iii. Hopefully know more next month. Waiting for whole package to put together.
    - iv. One company does metal and concrete.
    - v. Demolition would hopefully start in June after school is out.
6. Hamilton Elementary School Assistant Principal, Kathy Thomas
- a. Enrollment is currently at 404.
  - b. Our attendance 95.24 percent.
    - i. A little down due to the flu and extended family time from over winter break.
  - c. There were several changes over break to the master schedule. After speaking with staff and students it is clear that it has made a positive impact.
  - d. We are focusing on special populations
    - i. Accommodations trainings and supporting our staff
    - ii. Focus on our foundational skills with parent teacher teams
    - iii. CAASPP preparations.
  - e. Last Friday's professional development our staff worked on:
    - i. Parent outreach and focus on communication.
  - f. First morning coffee for 2018, 12 parents attended and discussed preference for communication.
  - g. This Friday is our Parent Luncheon at 11:30 a.m.
    - i. We would like to encourage parents to come
  - h. Please also check out the Principals Corner on the Hamilton Elementary School website. There will be updates on current events and announcements for parents.
7. Superintendent/Interim Hamilton Elementary School Principal Report by Charles Tracy.
- a. Form 700 – Annual Statement of Economic Interests.
  - b. Small School Districts Association (SSDA) Annual Conference: February 19, 20 & 21, 2018 – Hilton Sacramento.
  - c. Governor's Budget Workshop: Tuesday, January 16, 2018.
    - i. It was a very helpful workshop, it looks like fully funded per the LCAP.
    - ii. Pushing to give additional money to schools.
    - iii. Will be a good year if we keep ADA and attendance up.

- d. Holidays:
  - i. Monday, February 12, 2018 – Lincoln’s Birthday.
  - ii. Monday, February 19, 2018 – President’s Day.
- e. Upcoming School Board Meetings:
  - i. Wednesday, February 28, 2018.
  - ii. Saturday, March 3, 2018 at 9:00 a.m. in the Hamilton High School Library.
    - 1. Special Board Workshop regarding LCAP goals.
      - 1. Complete LCAP goals
  - iii. Wednesday, March 28, 2018.
- f. Boys and girls club, growing great futures dinner, May 12<sup>th</sup> dinner, tentatively at Capay farms
  - i. They had a 5 year funding plan; they are only \$12,000 short to be fully funded.
  - ii. Originally open to 110, now 130 students. And hopefully more!

**5.0 CORRESPONDENCE:**

- 1. Eligibility for Assistance under California’s New Accountability System. (page 4-8)
- 2. Letter from Mesa Verde High School, RE: Hamilton High School Sports Program (basketball). (page 9)

**6.0 DISCUSSION ITEMS:**

- 1. Dual Immersion Recommendation by Dual Immersion Leadership Team and Maggie Sawyer. (page 10-20)
  - a. *Board President, Gabriel Leal:* Thank you to all who have worked on this.
  - b. *Board Member, Rod Boone:* How will you decide who will get into that strand?
  - c. *Superintendent, Charles Tracy:* We will probably be using the lottery system.
  - d. *Board President, Gabriel Leal:* Is that for everyone?
  - e. *Superintendent, Charles Tracy:* Decisions are still being made by the Grand Jury for Glenn County.
  - f. *Board Member, Rosalinda Sanchez:* You had Kindergarten round up – how many kids?
  - g. *Office Assistant/District Data Analyst, Dianna Camarena:* 30 students. 21 of those were interested in this program, 4 additional TK showed interested as well. Many other interested that I have spoken with.
  - h. *Superintendent, Charles Tracy:* Currently unsure if TK could support this.
  - i. *ELD Coordinator, Maggie Sawyer:* We have had several stakeholder meetings.
  - j. *Hamilton Elementary School, 6<sup>th</sup>-8<sup>th</sup> Grade Spanish Teacher, Maria Llamas:* Hamilton Elementary Teachers are in great support; we are excited.
  - k. *ELD Coordinator, Maggie Sawyer:* Usually start Kindergarten and 1<sup>st</sup> grade because the results are better when beginning of those grades.
  - l. *Chico State* has a federal grant – intent to help local schools have dual immersion programs and additional professional development for teachers.
  - m. *Superintendent, Charles Tracy:* It is a great vision for future and a step in the right direction.
- 2. Hamilton Unified School District Audit Report June 30, 2017 by Diane Holliman. (page 21-114)
  - a. *Chief Business Official, Diane Holliman:* Reviewed the audit report summary of auditors visit.
- 3. First reading of Board Policy 0400 Comprehensive Plans (*for regular manual maintenance*). (page 115-118)
- 4. First reading of Board Policy 0460 Local Control and Accountability Plan (*for regular manual maintenance*). (page 115-118)
- 5. First reading of Administrative Regulation 0460 Local Control and Accountability Plan (*for regular manual maintenance*). (page 115-118)
- 6. First reading of Board Policy 0500 Accountability (*for regular manual maintenance*). (page 115-118)
- 7. First reading of Board Policy 1113 District and School Websites (*for regular manual maintenance*). (page 115-118)
- 8. First reading of Administrative Regulation 1113 District and School Websites (*for regular manual maintenance*). (page 115-118)
- 9. First reading of Board Policy 3280 Sale or Lease of District-Owned Real Property (*for regular manual maintenance*). (page 115-118)
- 10. First reading of Board Policy 3513.4 Drug and Alcohol Free Schools (*for regular manual maintenance*). (page 115-118)
- 11. First reading of Administrative Regulation 3515.6 Criminal Background Checks for Contractors (*for regular manual maintenance*). (page 115-118)
- 12. First reading of Board Policy 4140/4240/4340 Bargaining Units (*for regular manual maintenance*). (page 115-118)
- 13. First reading of Board Policy 5113.1 Chronic Absence and Truancy (*for regular manual maintenance*). (page 115-118)

14. First reading of Administrative Regulation 5113.1 Chronic Absence and Truancy (*for regular manual maintenance*). (page 115-118)
15. First reading of Administrative Regulation 5113.11 Attendance Supervision (*for regular manual maintenance*). (page 115-118)
16. First reading of Board Policy 5113.12 District School Attendance Review Board (*for regular manual maintenance*). (page 115-118)
17. First reading of Administrative Regulation 5113.12 District School Attendance Review Board (*for regular manual maintenance*). (page 115-118)
18. First reading of Board Policy 5117 Interdistrict Attendance (*for regular manual maintenance*). (page 115-118)
19. First reading of Administrative Regulation 5117 Interdistrict Attendance (*for regular manual maintenance*). (page 115-118)

7.0 **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.

No public comment.

8.0 **ACTION ITEMS:**

1. Accept Hamilton Unified School District Audit Report June 30, 2017. (page 21-114)

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

Motion Carried: 5-0

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

2. Derek Nall, Long Term Substitute Teacher – 2nd semester of 2017-18 school year, Physical Education – Grades 6-8, Hamilton Elementary School. Derek Nall will be employed on the basis of a Provisional Internship Permit.

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

Motion Carried: 5-0

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

3. Implementation of a Dual Immersion program at Hamilton Elementary School in accordance with the recommendations of the Spanish Language Leadership Team. (page 10-20)

- a. *Teacher on Special Assignment, Leslie Anderson:* There are really only 2 sets of curriculum that need to be purchased at this time. English and mathematics. There are professional development funds available, just needs to be allocated for different subjects.
- b. *Board President, Gabriel Leal:* for the most part, the cost will be staggered over a period of time.
- c. *Superintendent, Charles Tracy:* Yes and greatest cost is the personnel and we have that already.
- d. *Board Member, Wendall Lower:* Personnel – is there a separate stipend for this?
- e. *Superintendent, Charles Tracy:* currently it will stay the same and we will be negotiating the details of the programs. In short, most likely in the future.
- f. *Board Member, Wendall Lower:* salary changes based on additional work early on in the program?
- g. *Teacher on Special Assignment, Leslie Anderson:* If there are additional needs for preparing and needs outside of teaching in the classrooms.
- h. *Superintendent, Charles Tracy:* We have done those types of compensations in the past.
- i. *Teacher on Special Assignment, Leslie Anderson:* You may see something like that in the next couple month if they do something out side of their contract, they would ask for compensation.
- j. *Board Member, Wendall Lower:* How much cost will it add to the budget?
- k. *Superintendent, Charles Tracy:* Historically, there have been stipends for bilingual credential. I do not see this being a half a million dollar. Maybe 100,000 over the next couple years. Our biggest is competitor is how we arrange this program with future growth.
- l. *Board Member, Rosalinda Sanchez:* You have spoken to Diane (Chief Business Official) about budgeting and you are comfortable?

- m. *Superintendent, Charles Tracy:* Yes, I am comfortable that we can do this as long as our personnel does not change. If we keep it with the confines of what has been recommended.
- n. *Board Member, Tomas Loera:* Is there a side by side?
- o. *Superintendent, Charles Tracy:* One dual immersion and one English only by grade.
- p. *Board President, Gabriel Leal:* There is always the possibility that parents would like to opt out.
- q. *Superintendent, Charles Tracy:* I recommend if the Board chooses to approve this, that the Superintendent and Chief Business Official come back with #'s
- r. *Board President, Gabriel Leal:* My concern was community support initially when this idea was first brought up, and we have it which I believe to be a large hurdle and huge impact on this program.

Motion for approval by Rosalinda Sanchez and to have Superintendent and Chief Business Official to return to School Board before the end of the school year with financial information/impacts on budgeting, seconded by Rod Boone.

Motion Carried: 5-0

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

4. Second reading of: (page 119-122)

- i. Second reading of Board Policy 0000 Vision (for regular manual maintenance).
- ii. Second reading of Board Policy 0100 Philosophy (for regular manual maintenance).
- iii. Second reading of Board Policy 2140 Evaluation of the Superintendent (for regular manual maintenance).
- iv. Second reading of Administrative Regulation 4112.2 Certification (for regular manual maintenance).
- v. Second reading of Administrative Regulation 4112.61/4212.61/4312.61 Employment References (for regular manual maintenance).
- vi. Second reading of Board Policy/Exhibit 6161.1 Selection and Evaluation of Instructional Materials (for regular manual maintenance).
- vii. Second reading of Board Bylaw 9121 President (for regular manual maintenance).
- viii. Second reading of Board Bylaw 9220 Governing Board Elections (for regular manual maintenance).
- ix. Second reading of Board Bylaw 9230 Orientation (for regular manual maintenance).
- x. Second reading of Board Bylaw 9400 Board Self-Evaluation (for regular manual maintenance).

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. Extend reclassification window throughout the Summative ELPAC window (February 1 through May 31, 2018) as per State Superintendent Tom Torlakson's letter dated January 2, 2018 regarding Interim Reclassification Guidance for 2017-18. (page 123-125)

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

Motion Carried: 5-0

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

9.0 **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 126-162)
- 2. Minutes for the Regular Board Meeting on December 13, 2017. (page 163-171)
- 3. Williams Quarterly Report October 2017. (page 172)
- 4. Hamilton Elementary School Site Council Meeting Minutes for November 9, 2017. (page 173)
- 5. Hamilton Elementary School Site Council Meeting Agenda for January 11, 2018. (page 174)
- 6. Dissolution of the instructional leadership team; Common Core Cadre as of 2017-18.
- 7. Implementation of the New Teacher Center (NTC) Coaching Cadre (handout).

- 8. Certificated and Classified seniority lists. (page 175-176)
- 9. 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
  - c. Waitlisted
    - i. Hamilton Elementary School
      - 1. TK x 1
      - 2. 2<sup>nd</sup> Grade x 1
      - 3. 7<sup>th</sup> Grade x 1
    - ii. Hamilton High School
      - 1. 9<sup>th</sup> Grade x 1

10. Personnel Actions as Presented:

- a. New hires:
  - i. Natalie Sturdivant, Temporary Mathematics Intern Teacher (Internship in Process) HHS
  - ii. Derek Nall, Long Term Substitute Physical Education Teacher HES
  - iii. Erin Johnson, Substitute 7th/8th Grade Girls Basketball Coach HES
  - iv. Claudia Cruz, Temporary PE Teacher - 2nd semester HHS
  - v. Rowan Dietle, Office Assistant I HHS
- b. Resignations/Retirement:
  - i. Tony Longueira, JV Baseball Coach HHS

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

Motion Carried: 5-0

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

10.0 **ADJOURNMENT:** In memory of Jill Kortie and Salvador Hernandez, 8:18 p.m.

11.0 **IDENTIFY CLOSED SESSION ITEMS:**

12.0 **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.

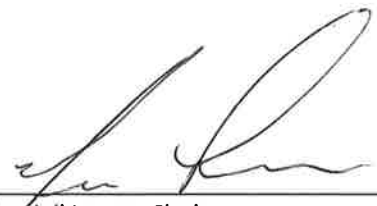
13.0 **ADJOURN TO CLOSED SESSION:** To consider qualified matters.

- 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. 9:58 p.m.*

*Board President, Gabriel Leal: The Board gave the Superintendent direction on 7 personnel matters.*

14.0 **ADJOURNMENT:** 9:59 p.m.



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Wendall Lower, Clerk



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Charles Tracy, Superintendent