

**HAMILTON UNIFIED SCHOOL DISTRICT  
BOARD MEETING  
MINUTES  
Hamilton High School Library  
Wednesday, January 23, 2019**

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5:30 p.m. Public session for purposes of opening the meeting only.  
 5:30 p.m. Closed session to discuss closed session items listed below.  
 6:15 p.m. Reconvene to open session no earlier than 6:15 p.m.

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**1.0 OPENING BUSINESS:**

Call to order and roll call

\_\_\_\_\_ Gabriel Leal, President                      \_\_\_\_\_ Hubert "Wendall" Lower, Clerk                      \_\_\_\_\_ Rod Boone  
 \_\_\_\_\_ Genaro Reyes                                      \_\_\_\_\_ Ray Odom

**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.
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.

*Report out action taken in closed session.*

**Start:** 7:05 p.m.

*Board President, Gabriel Leal:* There was no action taken in Closed Session.

**5.0 PUBLIC SESSION/FLAG SALUTE:**

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

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

Motion Carried: 4-0

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

**7.0 COMMUNICATIONS/REPORTS:**

1. Board Member Comments/Reports.
  - a. Board President, Gabriel Leal: Last Wednesday, January 16, 2019 we held a Board Workshop/community meeting, regarding flyer building and recruitment for a new superintendent. It was a productive and successful workshop. There will be a survey available on the HUSD website from now until February 22. Please take the time to submit your input to the school board. The survey is available in English and Spanish.
2. ASB President and Student Council President Reports.

- a. Hamilton High School, Ofelia Flores
    - i. Basketball Homecoming is Friday, January 25, 2019.
      - 1. The dance will be held after the game.
    - ii. The new hog barn is complete and pigs are in there. It is a very nice facility and will accommodate the needs of our animals.
    - iii. Seniors are currently selling Sober Grad Tickets for \$10 each so please support us in purchasing a ticket from a senior if you get the opportunity.
  - b. Hamilton Elementary School, Ximena Hernandez
    - i. Tuesday, February 12, 2019 are parent conferences, these will be student led.
    - ii. We are planning our upcoming Valentines Dance and we will also be doing Valentine grams.
    - iii. We are sad to see Mrs. Mitchell leave but are excited to continue to have a program with Mrs. Knutson.
3. District Reports (written)
- a. Food Service Report by LeAnn Radtke (written) (page 1)
    - i. Board Member, Ray Odom: The number of lunches do not appear to add up correctly.
    - ii. Superintendent, Charles Tracy: I will confirm with LeAnn.
  - b. Operations Report by Marc Eddy (written) (page 2)
  - c. Technology Report by Derek Hawley (written) (page 3)
4. Principal and Dean of Student Reports
- a. Kathy Thomas, Hamilton Elementary School Principal
    - i. Current enrollment is at 423.
    - ii. January 2019 attendance rates: K – 5<sup>th</sup> are 93.35% and 6<sup>th</sup> – 8<sup>th</sup> are 94%. This lower number is due to a few families who are taking extended vacations.
      - 1. Upcoming events:
        - a. Kindergarten registration.
        - b. World Read Aloud day on February 1<sup>st</sup>.
        - c. Stomp Chomp book fair.
        - d. Trudy Bryan and Emily Peery will be attending the Latino Youth Conference at Chico State with a group of our students.
        - e. February 12<sup>th</sup> and 13<sup>th</sup> Parent Conferences – Student led.
        - f. MTSS update: We are seeking feedback from staff and leading into plan for next year.
        - g. Leadership Team meetings: we are looking at data, analyzing data and behavior – teachers will be working on culture classroom walkthrough.
        - h. Dual Immersion: Mrs. Sawyer is leading the new committee – meeting Monday at 3:30 p.m. Advertising program to new students.
        - i. Working on safety plan – bringing to board next month.
          - i. Developing muscle memory and working on our protocols and reflecting on needs.
  - b. Maria Reyes, District Dean of Students
    - i. We will be taking students to Steps to College at the consulate.
    - ii. Reg-to-Go came and presented to seniors.
      - 1. Will come back to do a career assessment
    - iii. Our students visited the recording studio in Orland.
    - iv. Students continuing to work on credit recovery.
  - c. Cris Oseguera, Hamilton High School Principal
    - i. Current attendance & enrollment:
      - 1. 290 students (9<sup>th</sup> Grade = 76. 10<sup>th</sup> Grade = 77, 11<sup>th</sup> Grade = 50, 12<sup>th</sup> Grade = 87). 93 attendance days, 97.03% attendance rate.
    - ii. Professional Development:
      - 1. Mrs. Mercado will attend the CLTA Conference
      - 2. Mrs. Funderburk and her student teacher, Cecilia Romero will be attending the CATE Conference in late February.
      - 3. Mr. Martin continues his ATE meeting to meet requirements for his CTE credential.
      - 4. Mr. Oseguera continues his ACSA Special Education Academy trainings through March 2019.

5. All teachers continue with collegial conversations during PLC time each Friday.
- iii. School activities & events:
  1. Numerous winter sports nearing completion of the league season and getting prepped for playoffs (Girls and Boys Basketball; Girls and Boys Soccer; Wrestling). Playoffs for basketball and soccer begin the week of February 11<sup>th</sup> – 15<sup>th</sup>; wrestling league finals begin on Friday, February 8, 2019.
  2. Counselors will be taking a group of students to Sacramento for Steps for College on February 2, 2019.
  3. Sober Grad Ticket Raffle Sales continue through February 16, 2019.
  4. We have Frosh Incoming 9<sup>th</sup> Grader Info Night on February 12, 2019 at 6:00 p.m.
  5. We are hosting the Lions Club Speaker contest on February 25, 2019 at 6:30 p.m. with this year's topic being "Freedom of the Press – What does it mean?"
  6. English Enrichment will travel to San Francisco on February 27, 2019 to watch the play Hamilton.
  7. We have two holidays in February: the 11<sup>th</sup> & 18<sup>th</sup>.
  8. Met with Kathy Thomas and Stacey Garrett at HES regarding GEAR UP grant for next years 7<sup>th</sup> & 8<sup>th</sup> graders.
  9. Parent Teacher Conferences are on February 21, 2019.
5. Superintendent Report by Charles Tracy
  - a. Form 700 – Annual Statement of Economic Interests, file electronically with Glenn County.
    - i. Please also remember to complete your Target Solutions.
  - b. Citizens' Oversight Committee Member – 7 members needed.
  - c. Governor's Budget Workshop – Tuesday, January 15, 2019.
    - i. Just a hair at 3.5% change in COLA – good and bad news – forecasting a dip in the economy in 2021. Do not overspend and be conservative over the next couple years.
  - d. Ms. Janice Lohse applied for a recent grant to upgrade sheep barn and possibly other equipment.
  - e. Upcoming School Board Meetings:
    - i. Thursday, January 31, 2019 (Special)
    - ii. Wednesday, February 27, 2019
    - iii. Wednesday, March 27, 2019
  - f. Holidays:
    - i. Lincoln's Birthday – Observed, Monday, February 11, 2019.
    - ii. President's Day – Observed, Monday, February 18, 2019.

**8.0 PRESENTATIONS:**

1. None.

**9.0 CORRESPONDENCE:**

1. None

**10.0 DISCUSSION ITEMS:**

1. Hamilton High School Expansion, next steps-planning phases (Mike Cannon). (page 4)
  - a. Attorney and School District are in discussion of purchase for the land north of the high school.
  - b. Preliminary environmental assessment is next.
    - i. Scheduling site testing, hope to be complete and report back to you in 3 months.
  - c. Also, CEQA testing – bring back to you during February meeting – consultant for that.
  - d. Potential utility issues, it is near the highway and it is in a partial flood plane – hopefully bring back in February, a consultant, cost and timeline.
  - e. Lastly, Title 5 Environmental Study – deals with specific requirements for schools. Closing for that proposal is next Friday the 1<sup>st</sup>. We hope to get 3 total proposals to bring back to you.
  - f. I would expect most studies to be completed by August or September. We are approaching this as though it is a phased project. Options will be available in the future to you as far as expansion.
  - g. Board Member, Ray Odom: All these preliminary steps to purchasing the land. Is it wise to wait to purchase the land until after we get these back?

- h. Project Manager, Mike Cannon: The initial preliminary report came back well. As you move forward there are ways of writing purchase agreements to mitigate or recind the agreement if needed.
  - i. Superintendent, Charles Tracy: Matt Juhl-Darlington referenced in public session recently – there are contingencies in the agreement that prevent us from being in a bind.
  - j. Board Member, Rod Boone: Why is it in the flood plane – because they haven’t finished the levy?
  - k. Project Manager, Mike Cannon: According to current FEMA maps, it would flood a foot or less.
  - l. Parent, Froylan Mendoza: Is this the same issue at the park?
  - m. Board Members: The park is much lower.
  - n. Board Member, Rod Boone: would the planning commission even approve a housing development with them being in the flood plane?
  - o. Community Member, Tom Conwell: The whole town is in a flood plane.
2. Replace CELDT with the new ELPAC as the state adopted Assessment of English Language Proficiency (ELP). The other three criteria stay the same as set forth in California Education Code Section 313, and further detailed in Title 5 California Code of Regulations 5 CCR) section 11303 (Maggie Sawyer). (page 5-7)
    - a. Board Member, Ray Odom: Why would they change?
    - b. Hamilton Elementary School Assistant Principal & ELD Coordinator, Maggie Sawyer: To match the ELPAC that was approved in recent years – next generation standards imbedded. You can view same assesments also if you are interested on the ELPAC section of the CDE website.
  3. Overview of current LCAP and review of next steps and timeline (Leslie Anderson).
    - a. The new funding model is LCFF, and then came the accountability piece – the LCAP.
    - b. This spring we are writing for next fall – the last year in the 3 year cycle.
    - c. Next LCAP meeting will be in March on a Saturday.
  4. Addition of Health Kids Survey for 4th and 6th Grade for Spring 2019 administration (Leslie Anderson). (page 8-21)
    - a. We already do this survey through Glenn County and Friday Night Live. I would like to do it every year. I would like to jump into that survey cycle.
  5. Healthy Kid Survey Plan (Leslie Anderson). (page 22)
    - a. Review questions – parents can opt out if needed.
    - b. Board Member, Ray Odom: What has your expereicen been with opting in?
    - c. Teacher on Special Assignment, Leslie Anderson: This is new for us beause it is a lower grade.
    - d. Board Member, Ray Odom: The survey is public to parents – the reulsts?
    - e. Teacher on Special Assignment, Leslie Anderson: Yes, there is a report that is generated.
  6. “Data Required – what you need to know to meet the new ESSA reporting requirements.” (page 23-29)
    - a. Good information for the Board. Providng model for the plan but not a template.
  7. First reading of Board Bylaw 9250 Renumeration, Reimbursement and Other Benefits. (page 30-33)
    - a. Approved prior, and there is an error that Mr. Odom caught.
  8. First reading of Board Policy and Adminstrative Regulation 0420 School Plans/Site Councils (for regular manual maintenance). (page 34-37)
  9. First reading of Board Policy and Administrative Regulation 0450 Comprehensive Safety Plan (for regular manual maintenance). (page 34-37)
  10. First reading of Board Policy and Administrative Reguation 0460 Local Control and Accountability Plan (for regular manual maintenance). (page 34-37)
  11. First reading of Administrative Regulation 1220 Citizen Advisory Committee (for regular manual maintenance). (page 34-37)
  12. First reading of Administrative Regulation 3311.1 Uniform Public Construction Cost Accounting Procedures (for regular manual maintenance). (page 34-37)
  13. First reading of Administrative Regulation 3543 Transportation Safety and Emergencies (for regular manual maintenance). (page 34-37)
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  14. First reading of Administrative Regulation 4200 Classified Personnel (for regular manual maintenance). (page 34-37)
  15. First reading of Adminsitrative Regulation 5113 Absences and Excuses (for regular manual maintenance). (page 34-37)
  16. First reading of Administrative Regulation 5131.41 Use of Seclusion and Restraint (for regular manual maintenance). (page 34-37)
  17. First reading of Board Policy and Administrative Regulation 5141.52 Suicide Prevention (for regular manual maintenance). (page 34-37)

18. First reading of Board Policy and Administrative Regulation 5144 Discipline (for regular manual maintenance). (page 34-37)
19. First reading of Board Policy 5146 Married/Pregnant/Parenting Students (for regular manual maintenance). (page 34-37)
20. First reading of Board Policy 6146.1 High School Graduation Requirements (for regular manual maintenance). (page 34-37)
21. First reading of Administrative Regulation 6173.2 Education of Children of Military Families (for regular manual maintenance). (page 34-37)
22. First reading of Board Policy and Administrative Regulation 6175 Migrant Education Program (for regular manual maintenance). (page 34-37)
23. First reading of Administrative Regulation 6183 Home and Hospital Instruction (for regular manual maintenance). (page 34-37)
24. First reading of Board Bylaw 9322 Agenda/Meeting Materials (for regular manual maintenance). (page 34-37)
25. First reading of Board Bylaw 9324 Minutes and Recordings (for regular manual maintenance). (page 34-37)

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.

None

12.0 **ACTION ITEMS:**

1. Chief Business Official Employment Contract for Hamilton Unified School District 2019 – 2022. (page 38-44)

Motion to accept the candidate for hire and salary but would like to revisit specific language and bring back to the Board on Wednesday, February 27, 2019 Board Meeting by Wendall Lower, seconded by Genaro Reyes. Motion Carried: 5-0

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

2. Replace CELDT with the new ELPAC as the state adopted Assessment of English Language Proficiency (ELP). The other three criteria stay the same as set forth in California Education Code Section 313, and further detailed in Title 5 California Code of Regulations 5 CCR) section 11303.

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

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 45-72)
2. Williams Quarterly October 2018. (page 73)
3. Certificated and Classified Seniority Lists 2018-19. (page 74-75)
4. Director of Nutrition and Student Welfare job description updates. (page 76-78)
5. Director of Maintenance and Transportation job description updates. (page 79-82)
6. Minutes for the Regular Board Meeting on December 12, 2019. (page 83-88)
7. Minutes for the Special Board Meeting on January 9, 2019. (page 89-91)
8. 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

9. Personnel Actions as Presented:

- a. New hires:
  - i. Heather Knutson Temporary Music Teacher HES/HHS
- b. Resignations/Retirement:
  - i. Marc Eddy Director of Maintenance & Transportation (June) District
  - ii. Mona Moon Child Nutrition Assistant (June) HES
  - iii. Karissa Sywulka (Mitchell) Music Teacher HES/HHS
  - iv. Diane Holliman CBO (June) District
  - v. Teresa Leal Preschool Teacher (June) Preschool

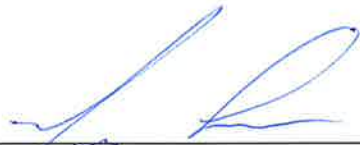
Motion for approval by Rod Boone, seconded by Wendall Lower.

Motion Carried: 5-0

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

14.0 **ADJOURNMENT:**

Close in memory of Guy Mason and Louis Miller. **END: 8:39 p.m.**

  
 \_\_\_\_\_  
 Wendall Lower, Clerk

2-27-19

  
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 Charles Tracy, Superintendent