

**WILLIAMS UNIFIED SCHOOL DISTRICT****BOARD OF TRUSTEES REGULAR MEETING**

Thursday, February 20, 2020, Regular Meeting

**MINUTES**

- 1.0 CALL TO ORDER** – Board president, George W. Simmons, called the Regular Board meeting of the Williams Unified School District Board of Trustees to order at **6:30 PM** on February 20, 2020, in the College & Career Center, located at 260 Eleventh Street, Williams, California. A quorum was established.

**2.0 ROLL CALL**

Trustees Present: George W. Simmons, President  
 Silvia Vaca, Vice President  
 Alejandra Lopez, Member  
 Yareli Mora, Member

Administrative Staff: Dr. Edgar Lampkin, Superintendent  
 Amanda Zimmerman, Elementary School Principal  
 Hector Gonzalez, Upper Elementary School Principal  
 Rosa Villaseñor, SIG Coordinator/ELD Administrator  
 Dr. Mary Ponce, Secondary Principal  
 Dr. Nicole Odell, Secondary Assistant Principal

ASB Representative: Alan Martinez

Audience: Mechele Coombs, Monica Vega-Mendoza, Kristi Ward, Joan Anderson, Rosa Thompson,  
 Brandon Thompson, Jennifer Carter, Jennifer Jelavich, Candice Bersola-Vallejos

- 3.0 PLEDGE OF ALLEGIANCE** - Board president, George W. Simmons, led the Board and audience in the Pledge of Allegiance.

**4.0 APPROVAL OF THE AGENDA**

A **MOTION** was made by Yareli Mora and **SECONDED** by Alejandra Lopez to **APPROVE** the agenda. **Motion passed.**  
**Ayes \_\_ 4 \_\_ Noes \_\_ 0 \_\_ Absent \_\_ 1 \_\_ by the following vote: Leos-Vera – absent, Lopez – aye, Mora – aye, GW Simmons – aye, Vaca – aye.**

- 5.0 AUDIENCE/VISITORS PUBLIC DISCUSSION** – Board president, George W. Simmons welcomed all visitors and invited them to speak at this time on any school-related item not scheduled on this agenda but within the jurisdiction of the Board may do so at this time. Please state your first and last name. The meeting is being taped and all comments are being recorded. Board bylaws limit speaking time to 3 minutes per speaker and 20 minutes per item.

5.1 No public comment.

**6.0 PUBLIC HEARING (6:31 PM)**

6.1 Proposed Adoption of a Developer Fee Study and the Increase of the Statutory School Fee

**7.0 CLOSE PUBLIC HEARING (6:33 PM)****8.0 PRESENTATIONS**

8.1 Construction Update – Jeff Threet, Stone Creek Engineering, Inc. distributed a handout to the Board and shared pictures of the Elementary multipurpose building construction. The structural steel is in its final stages. Students were able to sign two of the beams prior to construction. Completion of the multipurpose room is anticipated for mid-June.

Elementary Teacher Joan Anderson shared that the students loved signing the beams and wearing the hard hats and vests.

Mr. Threet stated the district's construction team selected ABS Builders for construction of the gymnasium upgrades project. The gym floor and bleachers will be replaced as well as upgrades made to the sewer. Future projects include the infrastructure upgrades project and North and South Wing Modernization.

- 8.2 Williams Secondary School ASB Representative Alan Martinez stated current athletics are wrestling, basketball and soccer. The boys' basketball team made the playoffs. Jr High basketball earned new uniforms through fundraising. Golf, baseball and softball are beginning to practice. The Winter Ball dance will be this Saturday in the multipurpose room. Ms. Hedley has been working on the 4<sup>th</sup> Annual Art Show. The art exhibit will be Wednesday, February 26<sup>th</sup>. Mrs. Sims and Mrs. Hale are preparing for the Science Fair in March. Mr. Welcome is offering students the opportunity to get their drone piloting license. Students have been having a blast challenging each other on the drone practice test. Prom will be held on Saturday, May 9<sup>th</sup> at the Arbuckle Golf Course. Williams High School merchandise is available to purchase online. Students have been collecting Pennies for Patients. Their goal is to raise \$750. There is a FFA rally tomorrow. Seniors are discussing the 12<sup>th</sup> grade trip but have not decided on a location.

- 8.3 Employee Recognition for Footsteps 2 Brilliance – Dr. Edgar Lampkin, Jennifer Jelavich and Candice Bersola-Vallejos acknowledged the outstanding efforts of Rosa Thompson and Joan Anderson in the Footsteps 2 Brilliance (F2B) program. Mrs. Jelavich shared that Williams Elementary School has done an amazing job using the F2B application. F2B is a bilingual program for grades 0-3 that engages students in vocabulary acquisition, critical thinking and comprehension. Williams Elementary has read over 5 million words so far this year. Mrs. Thompson's class were recognized for reading 3,468 books for a total of 909,633 words. Mrs. Anderson's class were recognized for reading 6,041 books for a total of 1,547,760 words.

Elementary Principal Amanda Zimmerman stated her site read 3 million words in January alone. She is very proud of them.

Mrs. Anderson stated her students were fueled by friendly competition with Mrs. Thompson's class and the promise of a pizza party.

Candice Bersola-Vallejos stated what the Elementary has accomplished is truly amazing. Every class is seeing growth on a daily basis. Teachers and parents have come together to make this possible.

Dr. Lampkin presented a certificate to Mrs. Anderson and Mrs. Thompson. Each will receive \$50 for school supplies and a pizza party for their classes.

## **9.0 BOARD REPORTS**

- 9.1 Elementary School Principal, Amanda Zimmerman submitted a written report.
- 9.2 SIG Coordinator/ELL Administrator, Rosa Villaseñor submitted a written report and stated she will be subbing at the High School on Friday, February 21<sup>st</sup>. Mrs. Villaseñor is moving to the Parent Center at room 102 at Williams Elementary. She attended two conferences since the last Board meeting: CALSA and Innovating for Equity Summit.
- 9.3 District Liaison, Monica Vega-Mendoza submitted a written report.
- 9.4 Upper Elementary School Principal, Hector Gonzalez submitted a written report and stated he met with students for LCAP feedback. Mr. Gonzalez showed the students the Achievement Data Team process that teachers go through. Students were surprised by the work teachers do behind the scenes.
- 9.5 Secondary School Principal, Dr. Mary Ponce submitted a written report and thanked Dr. Odell and Mr. Gonzalez for helping with administrative coverage. Dr. Ponce thanked the TOSAs for sub coverage.
- 9.6 Internship Coordinator, Estefania Guillen Aceves submitted a written report.
- 9.7 Maintenance, Operations and Transportation Director, Tim Wright submitted a written report.
- 9.8 Technology Director, Vangelis Bolias submitted a written report.
- 9.9 Food and Nutrition Director, Kristi Ward submitted a written report and stated students are enjoying pizza from Papa Murphy's 3 out of 4 Fridays each month. Mrs. Ward stated 67% of Williams students are eating on campus.

9.10 Director of Fiscal Services and Accountability, Mechele Coombs submitted a written report.

9.11 District Superintendent and Secretary to the Board, Dr. Edgar Lampkin stated the school safety plan is close to being complete. There are many pieces to the plan. Next Dr. Lampkin will be working on LCAP stakeholder engagement and inputting it into the new template. All orange and red areas from the CA Dashboard must be addressed in the LCAP. The EL Roadmap is also being incorporated into the LCAP. The District Office is in the process of moving to the high school campus. Dr. Lampkin thanked the District Office staff for their work on the move. Dr. Lampkin also thanked Mr. Gonzalez and Dr. Odell for covering the sites during illnesses.

## 10.0 **EMPLOYEE GROUPS BOARD REPORTS**

10.1 Certificated Employees – Williams Teachers Association – No report.

10.2 Classified Employees – California School Employees Association Chapter #556 – No report.

11.0 **ACTION ITEMS – CONSENT CALENDAR** – Certain items, which require review and approval by the Board of Trustees, are routine in nature because they are self-explanatory, non-controversial, or repetitious. These recommended items are grouped as a consent item for automatic approval after the Board President determines there is no request to separate any items for independent consideration.

11.1 **BOARD MINUTES** – Request to approve Board minutes

11.1.1 January 16, 2020 (Regular)

11.1.2 January 21, 2020 (Special)

11.2 **BILLS/WARRANTS** – Request to approve warrants list, special variable payroll (Hirschfield)

11.3 **MONTHLY ACCOUNT SUMMARIES** – Request to approve monthly account summaries (T. Rivera)

11.3.1 Prepared by Toni Rivera, General Ledger Report and Bank Reconciliation Report, Williams Middle School Checking Account, December 2019.

11.4 **SERVICE AGREEMENTS/CONTRACTS**

11.4.1 AVID College Readiness System Services and Products Agreement including AVID Secondary Curriculum and Membership for Williams Jr/Sr High School for SY 2020-21.

11.4.2 Imagine Learning Purchase Contract from 2020-2022.

11.4.3 Memorandum of Understanding between Williams Unified School District and Colusa County Office of Education for the Secondary Summer School Academy from June 12, 2020 through July 23, 2020.

11.4.4 Agreement with James Marta & Company LLP for the Financial Audit of Williams Unified School District through June 30, 2022.

11.4.5 Agreement with James Marta & Company LLP for the Financial Audit for Bond Measure C through June 30, 2022.

11.5 **ROUTINE PURCHASE ORDERS**

Purchase Order #	Vendor	Amount
PO20-00430	D2 Trailer Sales	\$26,938.54

11.6 **APPROVE EXTRA DUTY / VOLUNTEER / STUDENT PERSONNEL REPORTS** – Request to approve personnel items relating to Extra Duty, Volunteer and Student personnel reports. (R. Cranford)

Classification	Position	Status	Name
Extra Duty	Varsity Boys Basketball Coach	Filled	Jeffrey Lemus
Extra Duty	Junior Varsity Boys Basketball Coach	Filled	Tanner Bloom
Extra Duty	Assistant Track Coach	Filled	Ben Haney
Extra Duty	Head Track Coach	Filled	Dan McDonald

11.7 **APPROVE CERTIFICATED / CLASSIFIED / CONFIDENTIAL PERSONNEL REPORT** – Request to approve personnel items relating to Certificated, Classified and Confidential personnel reports (R. Cranford)

Classification	Position	Status	Name
Classified	Student Supervisor	Open	
Classified	Health Clerk Aide	Open	
Certificated	Secondary Teacher	Leave of Absence 3/16/20 – 3/27/20	David Garcia

11.8 **APPROVE INSTRUCTIONAL MINUTES/ BELL SCHEDULES / MASTER SCHEDULE**

11.8.1 None

11.9 **APPROVE STUDENT HANDBOOKS**

11.9.1 None

11.10 **APPROVE INTER-DISTRICT TRANSFER REQUESTS**

11.10.1 Updated 2019-20 Inter-District Transfer List

- 11.11 **APPROVE BOARD POLICIES (BP) AND ADMINISTRATIVE REGULATIONS (AR) AND EXHIBITS (E) AND BOARD BYLAWS (BB)**
  - 11.11.1 Revised E 5117 Interdistrict Attendance
- 11.12 **APPROVE FIELD TRIP REQUESTS**
  - 11.12.1 None
- 11.13 **APPROVE DISPOSAL OF BOOKS, EQUIPMENT AND SUPPLIES**
  - 11.13.1 Destruction of District Office Records
- 11.14 **ACCEPTANCE OF DONATIONS**
  - 11.14.1 Donation of Toys for the Winter Posada Festival
  - 11.14.2 Donation of Food and Raffle Prizes for the Winter Posada Festival
- 11.15 **APPROVE REPRESENTATIVE TO THE CSBA DELEGATE ASSEMBLY**
  - 11.15.1 No nominations were received; the Board may choose to write in a name.

A **MOTION** was made by Yareli Mora and **SECONDED** by Alejandra Lopez to **APPROVE** the Consent Calendar. **Motion passed. Ayes \_\_4\_\_ Noes \_\_0\_\_ Absent \_\_1\_\_ by the following vote: Leos-Vera – absent, Lopez – aye, Mora – aye, GW Simmons – aye, Vaca – aye.**

**12.0 ACTION ITEMS – NEW BUSINESS** – Protocol for action items includes a staff presentation, questions from the Board, public input, closing of public input, deliberation by the Board, and voting by the Board. During public input there will be a 3-minute time limit per person.

- 12.1 Consideration and possible action concerning the approval of **Resolution #16-022020: Student Activity Special Revenue Fund #08.**

A **MOTION** was made by Yareli Mora and **SECONDED** by Silvia Vaca to **APPROVE Resolution #16-022020: Student Activity Special Revenue Fund #08. Motion passed. Ayes \_\_4\_\_ Noes \_\_0\_\_ Absent \_\_1\_\_ by the following vote: Leos-Vera – absent, Lopez – aye, Mora – aye, GW Simmons – aye, Vaca – aye.**

- 12.2 Consideration and possible action concerning the approval of **Resolution #17-022020: In the Matter of Adopting Development Fees on Residential and Commercial and Industrial Development to Fund the Construction or Reconstruction of School Facilities.**

A **MOTION** was made by Yareli Mora and **SECONDED** by Alejandra Lopez to **APPROVE Resolution #17-022020: In the Matter of Adopting Development Fees on Residential and Commercial and Industrial Development to Fund the Construction or Reconstruction of School Facilities. Motion passed. Ayes \_\_4\_\_ Noes \_\_0\_\_ Absent \_\_1\_\_ by the following vote: Leos-Vera – absent, Lopez – aye, Mora – aye, GW Simmons – aye, Vaca – aye.**

- 12.3 Consideration and possible action concerning the approval of the Board Meeting Calendar for 2020- 2021.

A **MOTION** was made by Silvia Vaca and **SECONDED** by Alejandra Lopez to **APPROVE the Board Meeting Calendar for 2020- 2021. Motion passed. Ayes \_\_4\_\_ Noes \_\_0\_\_ Absent \_\_1\_\_ by the following vote: Leos-Vera – absent, Lopez – aye, Mora – aye, GW Simmons – aye, Vaca – aye.**

- 12.4 Consideration and possible action concerning the approval of the District Attendance Calendar for school year 2020-2021.

Dr. Lampkin noted the stakeholder feedback on the calendar. There may be revisions made to the calendar in the future depending on negotiations with CSEA and WTA.

A **MOTION** was made by Silvia Vaca and **SECONDED** by Alejandra Lopez to **APPROVE the District Attendance Calendar for school year 2020-2021. Motion passed. Ayes \_\_4\_\_ Noes \_\_0\_\_ Absent \_\_1\_\_ by the following vote: Leos-Vera – absent, Lopez – aye, Mora – aye, GW Simmons – aye, Vaca – aye.**

- 12.5 Consideration and possible action concerning the approval of the District Attendance Calendar for school year 2021-2022.

A **MOTION** was made by Silvia Vaca and **SECONDED** by Alejandra Lopez to **APPROVE the District Attendance Calendar for school year 2021-2022. Motion passed. Ayes \_\_4\_\_ Noes \_\_0\_\_ Absent \_\_1\_\_ by the following vote: Leos-Vera – absent, Lopez – aye, Mora – aye, GW Simmons – aye, Vaca – aye.**

- 12.6 Consideration and possible action to approve a 1% increase to the salary of Superintendent Edgar Lampkin, Ed. D. for school year 2019-2020 per the Employment Contract between Edgar Lampkin, Ed. D. and the Board of Trustees of the Williams Unified School District, Article II. B. Annual Adjustment to Base Salary.

On June 12, 2019, the Board of Trustees approved a 1% increase for the 2019-2020 school year for the Williams Teachers Association. On July 18, 2019, the Board of Trustees approved a 1% increase for the 2019-2020 school year for the Confidential Management and Certificated Management employees. The Board President and Vice President recommend that the same increase be applied to the Superintendent's contract.

Trustee Yareli Mora questioned if there was a Brown Act issue with the wording of the action item specifically "The Board President and Vice President recommend that the same increase be applied to the Superintendent's contract." Board president Simmons stated legal counsel reviewed the item prior to it being added to the agenda.

A **MOTION** was made by Alejandra Lopez and **SECONDED** by Yareli Mora to **APPROVE** a 1% increase to the salary of Superintendent Edgar Lampkin, Ed. D. for school year 2019-2020 per the Employment Contract between Edgar Lampkin, Ed. D. and the Board of Trustees of the Williams Unified School District, Article II. B. Annual Adjustment to Base Salary. **Motion passed. Ayes \_\_4\_\_ Noes \_\_0\_\_ Absent \_\_1\_\_ by the following vote: Leos-Vera – absent, Lopez – aye, Mora – aye, GW Simmons – aye, Vaca – aye.**

- 12.7 Consideration and possible action concerning the approval of the proposed changes to Board Policy 6146.6 regarding 8<sup>th</sup> grade promotion/retention.

A **MOTION** was made by George W. Simmons and **SECONDED** by Yareli Mora to **APPROVE** the proposed changes to Board Policy 6146.6 regarding 8<sup>th</sup> grade promotion/retention. **Motion passed. Ayes \_\_4\_\_ Noes \_\_0\_\_ Absent \_\_1\_\_ by the following vote: Leos-Vera – absent, Lopez – aye, Mora – aye, GW Simmons – aye, Vaca – aye.**

### 13.0 BOARD MEMBER COMMENTS

- 13.1 Trustee Mora thanked Principal Zimmerman for including the information the Board wanted to see in her Board report.
- 13.2 Trustee Vaca wanted to recognize the Elementary teachers. It feels very rewarding and like a step forward. Trustee Vaca appreciates their effort and growth. We are here to serve students and must remind ourselves that we are here for them.
- 13.3 Trustee Lopez thanked everyone, especially admin, for the work they are doing. It is a hectic time of year. It is rewarding to see the fruit of your labor.

### 14.0 DISCUSSION ITEMS

- 14.1 BP 5141.21 Administering Medication and Monitoring Health Conditions

Trustee Vaca stated her point of view as a parent is that if there is a student that needs this type of medication it can be administered by the parent.

Trustee Mora stated she would like to research the matter further before moving forward.

Board president Simmons stated we will add it again to the March 12<sup>th</sup> Board packet.

### 15.0 INFORMATIONAL ITEMS AND REPORTS

- 15.1 District Enrollment Report  
15.2 District Discipline Distribution Reports

### 16.0 CORRESPONDENCE

- 16.1 California Department of Education Certification of Corrective Action for Williams Unified School District.

### 17.0 FUTURE MEETING DATES

- 17.1 February 25, 2020 (Special – Board Self Evaluation)
- 17.2 March 12, 2020 (Regular) – Trustee Lopez may not be available.
- 17.3 April 23, 2020 (Regular)
- 17.4 May 21, 2020 (Regular) - Trustee Vaca may not be available.

**18.0 PENDING AGENDA** – This is the time to place future items on the Pending Agenda.

- 18.1 2019-2020 Second Interim Report.
- 18.2 BP 5141.21 Administering Medication and Monitoring Health Conditions

**19.0 CONVENE TO CLOSED SESSION (7:53 PM)**

**Closed Session will be held regarding the following matters:**

- 19.1 Public Employee Performance Evaluation (Gov. Code 54957) (Information only)  
Titles: Elementary Teachers (13 positions); Secondary Teachers (7 positions);  
Learning Support Specialist (1 position)
- 19.2 Public Employee Discipline/Dismissal/Release (Gov. Code 54957)
- 19.3 Conference with Labor Negotiators (Gov. Code 54957.6)  
Superintendent Dr. Edgar Lampkin, Director of Fiscal Services Mechele Coombs and Legal Representation
  - 19.3.1 Certificated Employees – WTA
  - 19.3.2 Classified Employees – CSEA Chapter #556

**20.0 RECONVENE TO OPEN SESSION (9:15 PM)**

**Action Taken During Closed Session:**

- 20.1 Public Employee Performance Evaluation (Gov. Code 54957) (Information only)  
Titles: Elementary Teachers (13 positions); Secondary Teachers (7 positions); Learning Support Specialist (1 position)

**No Action Taken.**

- 20.2 Public Employee Discipline/Dismissal/Release (Gov. Code 54957)

A **MOTION** was made by Silvia Vaca and **SECONDED** by Alejandra Lopez to **APPROVE** the non-reelection of one certificated employee. **Motion passed. Ayes \_\_4\_\_ Noes \_\_0\_\_ Absent \_\_1\_\_ by the following vote: Leos-Vera – absent, Lopez – aye, Mora – aye, GW Simmons – aye, Vaca – aye.**

- 20.3 Conference with Labor Negotiators (Gov. Code 54957.6)  
Superintendent Dr. Edgar Lampkin, Director of Fiscal Services Mechele Coombs and Legal Representation
  - 20.3.1 Certificated Employees – WTA
  - 20.3.2 Classified Employees – CSEA Chapter #556

**No Action Taken.**

**21.0 ADJOURNMENT (9:17 PM)**

A **MOTION** was made by Yareli Mora and **SECONDED** by Silvia Vaca to **APPROVE** the adjournment. **Motion passed. Ayes \_\_4\_\_ Noes \_\_0\_\_ Absent \_\_1\_\_ by the following vote: Leos-Vera – absent, Lopez – aye, Mora – aye, GW Simmons – aye, Vaca – aye.**

Please note that additional information distributed to the Board during the meeting and not included in the agenda packet can be obtained by calling the District Office at 530-473-2550, x11409.

Respectfully submitted,



Dr. Edgar Lampkin, District Superintendent  
Secretary to the Board  
erl/jdc