

WILLIAMS UNIFIED SCHOOL DISTRICT

BOARD OF TRUSTEES REGULAR MEETING

6:30 p.m., Thursday, April 23, 2020, Regular Meeting

College & Career Center

260 Eleventh Street, Williams, CA

NOTE: Given the current shelter in place order in Colusa County, we are offering remote, online participation in order to promote the safety and health of our community. You can call into the meeting to provide public comment via Zoom.

Members of the public are encouraged to participate in the teleconference.

You can listen to the meeting by dialing the teleconference number below:

Phone: +1.669.900.6833 Meeting ID: 315 755 689 Password: 1ksYKH

Or you can join from a PC, Mac, iPad, iPhone, or Android device at <https://zoom.us>

Join Zoom Meeting

<https://williams-k12-ca.zoom.us/j/315755689?pwd=UGZ0c3Q2SWx1UXpIN1huTC9ZQ0F5UT09>

Meeting ID: 315 755 689 Password: 1ksYKH

Please mute your phone or microphone when you are not speaking.

If you would like to participate in the Public Input portions of the meeting, or comment on a specific agenda item, you can do so by texting your NAME to 530.681.7847 and the Clerk will notify the Chair that you would like to comment. Please wait for the Chair to recognize you before speaking. Remember to unmute your phone to speak.

The College & Career Center will be open to the public but seating will be limited and 6 feet separation will be required.

A G E N D A

1.0 CALL TO ORDER TIME: _____ PM

2.0 ROLL CALL

3.0 PLEDGE OF ALLEGIANCE

4.0 APPROVAL OF THE AGENDA

Action _____ Motion _____ Second _____ Ayes _____ Noes _____
Roll Call: Abstain _____ Absent _____
 Leos-Vera ☐ aye ☐ no / Lopez ☐ aye ☐ no / Mora ☐ aye ☐ no / GW Simmons ☐ aye ☐ no / Vaca ☐ aye ☐ no

5.0 AUDIENCE/VISITORS PUBLIC DISCUSSION – Anyone wishing to address the Board 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.

6.0 PUBLIC HEARING TIME: _____ PM

6.1 (p. 14) Adoption of the following textbooks for Williams Jr/Sr High School:

TITLE	PUBLISHER	GRADES	COPYRIGHT	ISBN #	Meets State Standards
Life Skills Curriculum	Community for Education Foundation	7	2019	Free Download	X
Teen Health	Glencoe	7	2014	9780021385409	X

Geography Alive! Regions and People	Teacher's Curriculum Institute (TCI)	9	2019	9781934534687	X
Health	Glencoe	9	2014	9780021336371	X

7.0 **CLOSE PUBLIC HEARING** **TIME: _____ PM**

8.0 **PRESENTATIONS**

8.1 Construction Update – Jeff Threet, Stone Creek Engineering, Inc.

9.0 **BOARD REPORTS**

- 9.1 Elementary School Principal, Amanda Zimmerman
- 9.2 (p. 16) SIG Coordinator/ELL Administrator, Rosa Villaseñor
- 9.3 (p. 17) District Liaison, Monica Vega-Mendoza
- 9.4 (p. 19) Upper Elementary Principal, Hector Gonzalez
- 9.5 (p. 25) Secondary School Principal, Dr. Mary Ponce
- 9.6 (p. 59) Internship Coordinator, Estefania Guillen Aceves
- 9.7 (p. 74) Maintenance, Operations and Transportation Director, Tim Wright
- 9.8 (p. 75) Technology Director, Vangelis Bolias
- 9.9 (p. 76) Food and Nutrition Director, Kristi Ward
- 9.10 (p. 77) Director of Fiscal Services and Accountability, Mechele Coombs
- 9.11 District Superintendent and Secretary to the Board, Dr. Edgar Lampkin

10.0 **EMPLOYEE GROUPS BOARD REPORTS**

- 10.1 Certificated Employees – Williams Teachers Association
- 10.2 Classified Employees – California School Employees Association Chapter #556

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 (p. 85) February 20, 2020 (Regular)
 - 11.1.2 (p. 91) February 25, 2020 (Special)
 - 11.1.3 (p. 93) March 12, 2020 (Regular)
 - 11.1.4 (p. 100) March 16, 2020 (Emergency)
 - 11.1.5 (p. 103) April 1, 2020 (Special)
- 11.2 (p. 105) **BILLS/WARRANTS** – Request to approve warrants list, special variable payroll (V. Wright)
- 11.3 **MONTHLY ACCOUNT SUMMARIES** – Request to approve monthly account summaries
 - 11.3.1 (p. 109) Prepared by Toni Rivera, General Ledger Report and Bank Reconciliation Report, Williams Middle School Checking Account, February 2020.
- 11.4 **SERVICE AGREEMENTS/CONTRACTS**
 - 11.4.1 (p. 111) Licensing Agreement for Document Tracking Services (DTS) for a web-based access to update school and district level reports effective March 15, 2020 – March 15, 2021.
 - 11.4.2 (p. 116) Prestige Maintenance Agreement and Order Form for Caltronics Business Systems for a Canon printer.
 - 11.4.3 (p. 119) Prestige Maintenance Agreement and Order Form for Caltronics Business Systems for six Canon printers.
 - 11.4.4 (p. 122) Electrical Consulting Engineering Fee Proposal for the Engineering Enterprise for the Williams USD Low Voltage Systems Master Plan.
 - 11.4.5 (p. 127) Amendment No. 1 to the Agreement for Special Services between Migrant Education and Williams Unified School District for Migrant Education Advisory Program (MEAP) and Intervention Specialist.
 - 11.4.6 (p. 134) Clark/Sullivan Potential Change Order #139-99 for Williams MP Building.
 - 11.4.7 (p. 140) Clark/Sullivan Potential Change Order #141-99 for Williams MP Building.
 - 11.4.8 (p. 151) Clark/Sullivan Potential Change Order #142-99 for Williams MP Building.
 - 11.4.9 (p. 163) Clark/Sullivan Potential Change Order #143-99 for Williams MP Building.

- 11.4.10 (p. 171) Clark/Sullivan Potential Change Order #304-99 for Williams MP Building.
 11.4.11 (p. 201) Clark/Sullivan Potential Change Order #305-99 for Williams MP Building.
 11.4.12 (p. 221) Clark/Sullivan Potential Change Order #306-99 for Williams MP Building.
 11.4.13 (p. 229) Clark/Sullivan Potential Change Order #308-99 for Williams MP Building.
 11.4.14 (p. 240) Order from Teaching Strategies for Early Childhood for ReadyRosie Classroom Resources.

11.4.15 (p. 243) Modern Teacher Services & Subscription Agreement for Williams Unified School District effective April 1, 2020.

11.4.16 (p. 249) EduNet Proposal for Installation for Internet Connection at home.

11.5 **ROUTINE PURCHASE ORDERS**

11.5.1 None

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
Substitute Pool	Custodian/Assistant Cook/Student Supervisor	Open	
Extra Duty	Summer Academy Cook	Open	
Extra Duty	Summer Academy Assistant Cook	Open	

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
Certificated	Secondary Music Teacher SY 20-21	Filled	Carrie Clark pending all clearances
Certificated	Secondary English Teacher SY 20-21	Filled	<ul style="list-style-type: none"> Kathleen (Katie) Sorensen Sarah Luchetta Brooklyn Shaffer Kelley Pending all clearances
Certificated	Health Specialist	Open	
Certificated	Multiple Subjects Teacher SY 20-21	Open	
Certificated	Secondary Music Teacher	Resignation	Idbin Acosta
Certificated	Secondary Physical Education Teacher	Retirement	Cindy Gobel
Classified	Health Clerk Aide	Open	
Classified	Custodian/Groundskeeper	Open	

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

11.8.1 None

11.9 **APPROVE STUDENT HANDBOOKS**

11.9.1 None

11.10 **APPROVE INTER-DISTRICT TRANSFER REQUESTS**

11.10.1 (p. 253) 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 (p. 257) CSBA Policy Guide Sheet March 2020

11.12 **APPROVE FIELD TRIP REQUESTS**

11.12.1 (p. 260) Out of State Field Trip request to Oregon State University for JV Volleyball from July 15-18, 2020.

11.13 **APPROVE DISPOSAL OF BOOKS, EQUIPMENT AND SUPPLIES**

11.13.1 None

Action _____ Motion _____ Second _____ Ayes _____ Noes _____

Roll Call: _____ Abstain _____ Absent _____

Leos-Vera ☐ aye ☐ no / Lopez ☐ aye ☐ no / Mora ☐ aye ☐ no / GW Simmons ☐ aye ☐ no / Vaca ☐ aye ☐ no

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 (p. 263) Consideration and possible action concerning the options within Board Policy 5141.21 Administering Medication and Monitoring Health Conditions.

Action _____ Motion _____ Second _____ Ayes _____ Noes _____
 Roll Call: Abstain _____ Absent _____
 Leos-Vera ☐ aye ☐ no / Lopez ☐ aye ☐ no / Mora ☐ aye ☐ no / GW Simmons ☐ aye ☐ no / Vaca ☐ aye ☐ no

12.2 (p. 269) Consideration and possible action concerning the approval of **Resolution #20-042320: Resolution of the Williams Unified School District, State of California in the Matter of Uniform Public Construction Cost Accounting Procedures.**

Action _____ Motion _____ Second _____ Ayes _____ Noes _____
 Roll Call: Abstain _____ Absent _____
 Leos-Vera ☐ aye ☐ no / Lopez ☐ aye ☐ no / Mora ☐ aye ☐ no / GW Simmons ☐ aye ☐ no / Vaca ☐ aye ☐ no

12.3 (p. 270) Consideration and possible action concerning the approval of adoption of Life Skills Curriculum published by the Community for Education Foundation for Williams Jr/Sr High School for Grade 7.

Action _____ Motion _____ Second _____ Ayes _____ Noes _____
 Roll Call: Abstain _____ Absent _____
 Leos-Vera ☐ aye ☐ no / Lopez ☐ aye ☐ no / Mora ☐ aye ☐ no / GW Simmons ☐ aye ☐ no / Vaca ☐ aye ☐ no

12.4 (p. 272) Consideration and possible action concerning the approval of adoption of the Teen Health textbooks published by Glencoe for Williams Jr/Sr High School for Grade 7.

Action _____ Motion _____ Second _____ Ayes _____ Noes _____
 Roll Call: Abstain _____ Absent _____
 Leos-Vera ☐ aye ☐ no / Lopez ☐ aye ☐ no / Mora ☐ aye ☐ no / GW Simmons ☐ aye ☐ no / Vaca ☐ aye ☐ no

12.5 (p. 273) Consideration and possible action concerning the approval of adoption of the Geography Alive! Regions and People textbooks published by Teacher's Curriculum Institute (TCI) for Williams Jr/Sr High School for Grade 9.

Action _____ Motion _____ Second _____ Ayes _____ Noes _____
 Roll Call: Abstain _____ Absent _____
 Leos-Vera ☐ aye ☐ no / Lopez ☐ aye ☐ no / Mora ☐ aye ☐ no / GW Simmons ☐ aye ☐ no / Vaca ☐ aye ☐ no

12.6 (p. 274) Consideration and possible action concerning the approval of adoption of Health textbooks published by Glencoe for Williams Jr/Sr High School for Grade 9.

Action _____ Motion _____ Second _____ Ayes _____ Noes _____
 Roll Call: Abstain _____ Absent _____
 Leos-Vera ☐ aye ☐ no / Lopez ☐ aye ☐ no / Mora ☐ aye ☐ no / GW Simmons ☐ aye ☐ no / Vaca ☐ aye ☐ no

12.7 (p. 275) Consideration and possible action concerning the approval of the Renewal Application and Resolution for the State and Federal Surplus Property Program.

Action _____ Motion _____ Second _____ Ayes _____ Noes _____
 Roll Call: Abstain _____ Absent _____
 Leos-Vera ☐ aye ☐ no / Lopez ☐ aye ☐ no / Mora ☐ aye ☐ no / GW Simmons ☐ aye ☐ no / Vaca ☐ aye ☐ no

12.8 (p. 304) Consideration and possible action concerning the ratification of the memorandum of understanding between Williams Unified School District and Williams Teachers Association regarding COVID-19 Coronavirus March 23, 2020.

Action _____ Motion _____ Second _____ Ayes _____ Noes _____
 Roll Call: Abstain _____ Absent _____
 Leos-Vera ☐ aye ☐ no / Lopez ☐ aye ☐ no / Mora ☐ aye ☐ no / GW Simmons ☐ aye ☐ no / Vaca ☐ aye ☐ no

12.9 (p. 307) Consideration and possible action concerning the ratification of the proposed memorandum of understanding between Williams Unified School District and the California School Employees Association Chapter #556 related to the coronavirus (COVID-19) response.

Action _____ Motion _____ Second _____ Ayes _____ Noes _____
 Roll Call: Abstain _____ Absent _____
 Leos-Vera ☐ aye ☐ no / Lopez ☐ aye ☐ no / Mora ☐ aye ☐ no / GW Simmons ☐ aye ☐ no / Vaca ☐ aye ☐ no

12.10 (p. 309) Consideration and possible action concerning the approval of the construction agreement for the Williams Jr./Sr. High School Gymnasium Flooring Replacement, Project No. WUSD HS003F. The project was advertised on April 8 and April 15 in the Williams Pioneer. Bids are due on April 22, 2020. The District will review the submitted bid packages and present the lowest responsive bid at the board meeting for approval.

Action _____ Motion _____ Second _____ Ayes _____ Noes _____
 Roll Call: Abstain _____ Absent _____
 Leos-Vera ☐ aye ☐ no / Lopez ☐ aye ☐ no / Mora ☐ aye ☐ no / GW Simmons ☐ aye ☐ no / Vaca ☐ aye ☐ no

12.11 (p. 403) Consideration and possible action concerning the approval of **Resolution #21-042320: Designation of Applicant's Agent Resolution for Non-State Agencies April 23, 2020.**

Action _____ Motion _____ Second _____ Ayes _____ Noes _____
 Roll Call: Abstain _____ Absent _____
 Leos-Vera ☐ aye ☐ no / Lopez ☐ aye ☐ no / Mora ☐ aye ☐ no / GW Simmons ☐ aye ☐ no / Vaca ☐ aye ☐ no

12.12 (p. 404) Consideration and possible action concerning the approval of **Resolution #22-042320: Resolution on Grading During Emergency School Closures.**

Action _____ Motion _____ Second _____ Ayes _____ Noes _____
 Roll Call: Abstain _____ Absent _____
 Leos-Vera ☐ aye ☐ no / Lopez ☐ aye ☐ no / Mora ☐ aye ☐ no / GW Simmons ☐ aye ☐ no / Vaca ☐ aye ☐ no

13.0 **BOARD MEMBER COMMENTS**

14.0 **INFORMATIONAL ITEMS AND REPORTS**

- 14.1 (p. 406) District Enrollment Report
- 14.2 (p. 407) District Discipline Distribution
- 14.3 (p. 408) Williams Uniform Complaint Quarterly Report from January – March, 2020

15.0 **CORRESPONDENCE**

- 15.1 (p. 410) Notice from the Division of the State Architect regarding Certification of Compliance.
- 15.2 (p. 411) Letter from the California School Employees Association requesting information and bargaining demand.
- 15.3 (p. 413) Letter from the Colusa County Office of Education regarding the Second Interim report for 2019-20.

16.0 **FUTURE MEETING DATES**

- 16.1 May 21, 2020 (Regular)
- 16.2 June 9, 2020 (Special – LCAP & Budget Public Hearing)
- 16.3 June 18, 2020 (Regular)
- 16.4 July 16, 2020 (Regular)

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

- 17.1 None

18.0 **CONVENE TO CLOSED SESSION** TIME: ____ PM **Closed Session will be held regarding the following matters:**

- 18.1 Public Employee Discipline/Dismissal/Release (Gov. Code 54957)
- 18.2 Conference with Labor Negotiators (Gov. Code 54957.6)
 Superintendent Dr. Edgar Lampkin, Director of Fiscal Services Mechele Coombs and
 Legal Representation
 18.2.1 Certificated Employees – WTA
 18.2.2 Classified Employees – CSEA Chapter #556
- 18.3 Public Employee Performance Evaluation
 Title: Superintendent

19.0 RECONVENE TO OPEN SESSION TIME: ____ PM
Action Taken During Closed Session:

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

Action _____ **Motion** _____ **Second** _____ **Ayes** _____ **Noes** _____
Roll Call: **Abstain** _____ **Absent** _____
 Leos-Vera ☐ aye ☐ no / Lopez ☐ aye ☐ no / Mora ☐ aye ☐ no / GW Simmons ☐ aye ☐ no / Vaca ☐ aye ☐ no

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

Action _____ **Motion** _____ **Second** _____ **Ayes** _____ **Noes** _____
Roll Call: **Abstain** _____ **Absent** _____
 Leos-Vera ☐ aye ☐ no / Lopez ☐ aye ☐ no / Mora ☐ aye ☐ no / GW Simmons ☐ aye ☐ no / Vaca ☐ aye ☐ no

- 19.3 Public Employee Performance Evaluation
 Title: Superintendent

Action _____ **Motion** _____ **Second** _____ **Ayes** _____ **Noes** _____
Roll Call: **Abstain** _____ **Absent** _____
 Leos-Vera ☐ aye ☐ no / Lopez ☐ aye ☐ no / Mora ☐ aye ☐ no / GW Simmons ☐ aye ☐ no / Vaca ☐ aye ☐ no

20.0 ADJOURNMENT TIME: ____ PM

Action _____ **Motion** _____ **Second** _____ **Ayes** _____ **Noes** _____
Roll Call: **Abstain** _____ **Absent** _____
 Leos-Vera ☐ aye ☐ no / Lopez ☐ aye ☐ no / Mora ☐ aye ☐ no / GW Simmons ☐ aye ☐ no / Vaca ☐ aye ☐ no

Accommodating Those Individuals with Special Needs – In compliance with the Americans with Disabilities Act, the Williams Unified School District encourages those with disabilities to participate fully in the public meeting process. If you require disability-related accommodations or modifications including auxiliary aids and services in order to participate in the Board meeting, you should notify the Superintendent's office in writing prior to the regular meeting so that every reasonable effort can be made to accommodate you.

Agenda Documents: As required in SB 343, agenda documents distributed to the Board less than 72 hours before the meeting are available for public inspection at the Williams Unified School District Office located at 260 11th Street, Williams, California.
THE NEXT REGULARLY SCHEDULED BOARD MEETING WILL BE Thursday, May 21, 2020 AT 6:30 PM.