

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

Thursday, June 18, 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 **6:32 PM** on June 18, 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  
Alejandra Lopez, Member  
Yareli Mora, Member

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

ASB Representative: None

Audience: None

- 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 \_\_3\_\_ Noes \_\_0\_\_ Absent \_\_1\_\_ by the following vote: Lopez – aye, Mora – aye, GW Simmons – aye, Vaca – absent.**

- 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 Comment

**6.0 PRESENTATIONS**

- 6.1 Recognition of Retirement for Cynthia Gobel, 38 years of service for Williams Unified

Superintendent, Dr. Edgar Lampkin recognized Cindy Gobel's retirement by presenting here with a certificate and marble apple. Ms. Gobel stated "It's been a good ride." Board President, George W. Simmons complimented Ms. Gobel on her teaching career. Elizabeth Nall, a former teacher for Williams Unified, discussed the joys of retirement and complimented Ms. Gobel on her career. Internship Coordinator, Estefania Guillen-Aceves, who was a former student of Ms. Gobel's, made a few remarks about the great teacher Ms. Gobel is and made a comment in regards to Ms. Gobel being the reason she came back to Williams Unified to work.

- 6.2 Construction Update – Jeff Threet, Stone Creek Engineering, Inc.

Jeff Threet called in to provide his presentation. Mr. Threet stated that Williams Unified took possession of the Williams Elementary Multipurpose Building on June 3, 2020. There are a few minor punch list items that remain and Clark Sullivan has moved off site. Mr. Threet went on to compliment the Multipurpose Building and then discussed that landscaping is still in the works. It had been taken out of Clark Sullivan's original bid due to the cost. Instead we will be working directly with a landscaper, Barmann Landscaping. The bid came in at half

the original bid's cost, this also includes the addition of landscaping the back side of the Multipurpose Building. A meeting has already occurred with Barmann Landscaping about design. Mr. Threet moved on to a discussion about the High School gym floor, stating that the flooring has been completed and that the bleacher installation starts June 22, 2020. Also, the bathrooms and the breezeway, located in the gym, are going to be worked on through July 31, 2020. The Division of State Architecture has slowed down in regards to the future infrastructure work.

## 7.0 **BOARD REPORTS**

- 7.1 SIG Coordinator/ELL Administrator, Rosa Villaseñor submitted a written report.

Dr. Edgar Lampkin stated that summer school is underway.

- 7.2 District Liaison, Monica Vega-Mendoza submitted a written report.

- 7.3 Upper Elementary School Principal, Hector Gonzalez submitted a written report.

Board President, George W. Simmons complimented the report.

- 7.4 Secondary School Principal, Dr. Mary Ponce submitted a written report.

Dr. Edgar Lampkin stated that Dr. Mary Ponce has been very busy.

- 7.5 Internship Coordinator, Estefania Guillen Aceves submitted a written report.

Board Trustee, Alejandra Lopez complimented Ms. Guillen-Aceves on the great work she is doing in regards to the accessibility of the Family Resource Center and the Parent Center Facebook page.

- 7.6 Technology Director, Vangelis Bolias submitted a written report.

- 7.7 Food and Nutrition Director, Kristi Ward submitted a written report.

Board President, George W. Simmons commented on the high balances owed to the cafeteria from both staff and students stating there is no way to budget for the cost.

- 7.8 Director of Fiscal Services and Accountability, Mechele Coombs submitted a written report and stated we currently have a floor vendor quoting repairs and/or replacement of carpet.

- 7.9 District Superintendent and Secretary to the Board, Dr. Edgar Lampkin – No report.

## 8.0 **EMPLOYEE GROUPS BOARD REPORTS**

- 8.1 Certificated Employees – Williams Teachers Association – No report.

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

## 9.0 **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.

- 9.1 **BOARD MINUTES** – Request to approve Board minutes

9.1.1 May 21, 2020 (Regular)

- 9.2 **BILLS/WARRANTS** – Request to approve warrants list, special variable payroll (V. Wright)

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

9.3.1 Prepared by Toni Rivera, General Ledger Report and Bank Reconciliation Report, Williams Middle School Checking Account, April 2020.

9.3.2 Prepared by Lucila Mendez, General Ledger Report and Bank Reconciliation Report, Williams High School Checking Account, April and May 2020.

- 9.4 **SERVICE AGREEMENTS/CONTRACTS**

9.4.1 Agreement for ELA-MATH Makerspace Distance Learning Academy for Migratory Students (2020 Summer Year) effective June 15, 2020.

- 9.4.2 Agreement for ELA-MATH Makerspace Distance Learning Academy for Migratory Students (2020 Summer Year) effective July 13, 2020.
- 9.4.3 Williams Unified School District and Facilitron, Inc. Facilities Management Portal Agreement effective July 1, 2020.
- 9.4.4 Clark/Sullivan Potential Change Order #144-99 for Williams MP Building.
- 9.4.5 Clark/Sullivan Potential Change Order #147-99 for Williams MP Building.
- 9.4.6 ABS Builders Allowance Allocation #2 for Williams High School Gymnasium Project.
- 9.4.7 Proposal for Photography Service for Williams Jr/Sr High School with Rodney Ramos Productions for 2020 Graduation Photos.
- 9.4.8 Voluntary Student Accident and Sickness Insurance Program Agreement between Myers-Stevens & Toohey & Company, Inc. and Williams Unified School District SY 2020-21.
- 9.4.9 Memorandum of Understanding between Colusa County Office of Education and Colusa County School Districts regarding the Tobacco Use Prevention and Education Program (TUPE) effective July 1, 2020 to June 30, 2023.
- 9.4.10 Revocable License Agreement between Colusa County Office of Education and Williams Unified School District for the Farm to School Garden Plot.
- 9.4.11 NorCal Teacher Trainers Service Contract for Williams Jr/Sr High School GLAD workshops.

**9.5 ROUTINE PURCHASE ORDERS**

Purchase Order #	Vendor	Amount
PO20-00715	Barmann Landscape and Irrigation	\$107,059.00

**9.6 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	Distance Learning Summer Academy 9-12 Algebra Teacher (1 position)	Filled	Robert Tamayo
Extra Duty	Distance Learning Summer Academy 9-12 Credit Recovery Teacher (1 position)	Filled	Jeff Lemus
Extra Duty	Distance Learning Summer Academy 9-12 Tutor/Facilitator WCC Courses (up to 3 positions)	Filled	<ul style="list-style-type: none"> <li>James Welcome</li> <li>David Garcia</li> </ul>
Extra Duty	Distance Learning Summer Academy K-6 Lead Teacher (2 positions)	Filled	Michelle Jorge
Extra Duty	Distance Learning Summer Academy K-6 Support Teacher (3 positions)	Filled	<ul style="list-style-type: none"> <li>Brian Darden</li> <li>Emma Agnew</li> <li>Alejandra Larios</li> </ul>
Extra Duty	Varsity Volleyball Coach	Open	

**9.7 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 Management	Elementary Principal	Resignation	Amanda Zimmerman
Certificated	Secondary Agriculture Teacher	Resignation	Kristi Hill
Certificated	Secondary Agriculture Teacher	Open	
Certificated	Health Specialist	Open	
Certificated	Secondary Spanish Teacher	Filled	Leonel Mendoza pending all clearances.
Certificated	Secondary Math Teacher	Filled	<ul style="list-style-type: none"> <li>Natalie Sturdivant</li> <li>Gary Irwin</li> </ul> Pending all clearances
Variable Service Agreement	Interim MOT Director	Filled	Roy Owens

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

- 9.8.1 2020-2021 Master Schedule for Williams Upper Elementary School
- 9.8.2 2020-2021 Master Schedule for Williams Jr/Sr High School
- 9.8.3 2020-2021 Instructional Minutes for Williams Jr/Sr High School

**9.9 APPROVE STUDENT HANDBOOKS**

- 9.9.1 Williams Jr/Sr High Student Athlete Handbook
- 9.10.1 Williams Jr/ Sr High School 2020-2021 Student Handbook
- 9.10 **APPROVE INTER-DISTRICT TRANSFER REQUESTS**
- 9.10.1 Updated 2020-21 Inter-District Transfer List
- 9.11 **APPROVE BOARD POLICIES (BP) AND ADMINISTRATIVE REGULATIONS (AR) AND EXHIBITS (E) AND BOARD BYLAWS (BB)**
- 9.11.1 CSBA Policy Guide Sheet April 2020
- 9.11.2 CSBA Policy Guide Sheet May 2020
- 9.12 **APPROVE FIELD TRIP REQUESTS**
- 9.12.1 None
- 9.13 **APPROVE DISPOSAL OF BOOKS, EQUIPMENT AND SUPPLIES**
- 9.13.1 Disposal of Williams Jr/Sr High School Obsolete Textbooks

A **MOTION** was made by Yareli Mora and **SECONDED** by Alejandra Lopez to **APPROVE** the Consent Calendar. **Motion passed. Ayes \_\_3\_\_ Noes \_\_0\_\_ Absent \_\_1\_\_ by the following vote: Lopez – aye, Mora – aye, GW Simmons – aye, Vaca – absent.**

**10.0 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.

- 10.1 Consideration and possible action concerning the approval of the COVID-19 Operations Written Report.

A **MOTION** was made by Yareli Mora and **SECONDED** by Alejandra Lopez to **APPROVE** the COVID-19 Operations Written Report. **Motion passed. Ayes \_\_3\_\_ Noes \_\_0\_\_ Absent \_\_1\_\_ by the following vote: Lopez – aye, Mora – aye, GW Simmons – no, Vaca – absent.**

- 10.2 Consideration and possible action concerning the approval of the Budget Adoption for School Year 2020-2021.

A **MOTION** was made by George W. Simmons and **SECONDED** by Yareli Mora to **APPROVE** the Budget Adoption for School Year 2020-2021. **Motion passed. Ayes \_\_3\_\_ Noes \_\_0\_\_ Absent \_\_1\_\_ by the following vote: Leos-Vera – aye, Lopez – aye, Mora – aye, GW Simmons – aye, Vaca – absent.**

- 10.3 Consideration and possible action concerning the approval of the 2020-2021 Balances in Excess of Minimum Reserve Requirements.

A **MOTION** was made by George W. Simmons and **SECONDED** by Yareli Mora to **APPROVE** the 2020-2021 Balances in Excess of Minimum Reserve Requirements. **Motion passed. Ayes \_\_3\_\_ Noes \_\_0\_\_ Absent \_\_1\_\_ by the following vote: Lopez – aye, Mora – aye, GW Simmons – aye, Vaca – absent.**

- 10.4 Consideration and possible action concerning the approval of **Resolution #25-061820: 2020-2021 Education Protection Account (EPA) Spending Plan.**

A **MOTION** was made by Alejandra Lopez and **SECONDED** by Yareli Mora to **APPROVE** Resolution #25-061820: 2020-2021 Education Protection Account (EPA) Spending Plan. **Motion passed. Ayes \_\_3\_\_ Noes \_\_0\_\_ Absent \_\_1\_\_ by the following vote: Lopez – aye, Mora – aye, GW Simmons – aye, Vaca – absent.**

- 10.5 Consideration and possible action concerning the approval of **Resolution #26-061820: Resolution for the Classification of Fund Balances in Governmental Funds (GASB 54).**

A **MOTION** was made by George W. Simmons and **SECONDED** by Yareli Mora to **APPROVE** Resolution #26-061820: Resolution for the Classification of Fund Balances in Governmental Funds (GASB 54). **Motion passed. Ayes \_\_3\_\_ Noes \_\_0\_\_ Absent \_\_1\_\_ by the following vote: Lopez – aye, Mora – aye, GW Simmons – aye, Vaca – absent.**

- 10.6 Consideration and possible action concerning the approval of the Migrant Education Plan for Williams Unified School District effective July 1, 2020 – June 30, 2021.

A **MOTION** was made by Yareli Mora and **SECONDED** by Alejandra Lopez to **APPROVE** the Migrant Education Plan for Williams Unified School District effective July 1, 2020 – June 30, 2021. **Motion passed. Ayes \_\_3\_\_ Noes \_\_0\_\_ Absent \_\_1\_\_ by the following vote: Lopez – aye, Mora – aye, GW Simmons – aye, Vaca – absent.**

- 10.7 Consideration and possible action concerning the approval of the Substitutes Annual Statement of Need for 2020-2021.

A **MOTION** was made by George W. Simmons and **SECONDED** by Alejandra Lopez to **APPROVE** the Substitutes Annual Statement of Need for 2020-2021. **Motion passed. Ayes \_\_3\_\_ Noes \_\_0\_\_ Absent \_\_1\_\_ by the following vote: Lopez – aye, Mora – aye, GW Simmons – aye, Vaca – absent.**

- 10.8 Consideration and possible action concerning the approval of the Declaration of Need for Fully Qualified Educators for 2020-2021.

A **MOTION** was made by George W. Simmons and **SECONDED** by Yareli Mora to **APPROVE** the Declaration of Need for Fully Qualified Educators for 2020-2021. **Motion passed. Ayes \_\_3\_\_ Noes \_\_0\_\_ Absent \_\_1\_\_ by the following vote: Lopez – aye, Mora – aye, GW Simmons – aye, Vaca – absent.**

- 10.9 Consideration and possible action concerning the approval of the Public Disclosure of the Collective Bargaining Agreement between Williams Unified School District and the Williams Teachers Association.

A **MOTION** was made by Yareli Mora and **SECONDED** by Alejandra Lopez to **APPROVE** the Public Disclosure of the Collective Bargaining Agreement between Williams Unified School District and the Williams Teachers Association. **Motion passed. Ayes \_\_3\_\_ Noes \_\_0\_\_ Absent \_\_1\_\_ by the following vote: Lopez – aye, Mora – aye, GW Simmons – aye, Vaca – absent.**

- 10.10 Consideration and possible action concerning the approval of the Written Requisition #4 for Disbursements from the Project Fund.

A **MOTION** was made by Yareli Mora and **SECONDED** by Alejandra Lopez to **APPROVE** the Written Requisition #4 for Disbursements from the Project Fund. **Motion passed. Ayes \_\_3\_\_ Noes \_\_0\_\_ Absent \_\_1\_\_ by the following vote: Lopez – aye, Mora – aye, GW Simmons – aye, Vaca – absent.**

- 10.11 Consideration and possible action concerning the approval of the revised job description for Teacher on Special Assignment (TOSA) – Technology Trainer.

A **MOTION** was made by Yareli Mora and **SECONDED** by Alejandra Lopez to **APPROVE** the revised job description for Teacher on Special Assignment (TOSA) – Technology Trainer. **Motion passed. Ayes \_\_3\_\_ Noes \_\_0\_\_ Absent \_\_1\_\_ by the following vote: Lopez – aye, Mora – aye, GW Simmons – aye, Vaca – absent.**

#### **11.0 BOARD MEMBER COMMENTS**

- 11.1 Board President, George W. Simmons requested the flag be up while working, even during the summer.

#### **12.0 INFORMATIONAL ITEMS AND REPORTS**

- 12.1 District Enrollment Report

#### **13.0 FUTURE MEETING DATES**

- 13.1 July 16, 2020 (Regular)
- 13.2 August 11, 2020 (Special – Board & Superintendent Goals)
- 13.3 August 20, 2020 (Regular)
- 13.4 September 10, 2020 (Regular)

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

- 14.1 Return to school plan. First meeting with the 'task force' June 18, 2020 per Dr. Edgar Lampkin

#### **15.0 CONVENE TO CLOSED SESSION (7:13 PM)**

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

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

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

**16.0 RECONVENE TO OPEN SESSION (8:23 PM)****Action Taken During Closed Session:**

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

**No Action Taken.**

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

**No Action Taken.**

**17.0 ADJOURNMENT (8:23 PM)**

A **MOTION** was made by Yareli Mora and **SECONDED** by Alejandra Lopez to **APPROVE** the adjournment. **Motion passed. Ayes \_\_3\_\_ Noes \_\_0\_\_ Absent \_\_1\_\_ by the following vote: Lopez – aye, Mora – aye, GW Simmons – aye, Vaca – absent.**

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/vrw