

**HAMILTON UNIFIED SCHOOL DISTRICT  
BOARD MEETING  
MINUTES**

**Hamilton High School Library  
Wednesday, September 26, 2018**

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.  
6:00 p.m.      Reconvene to open session no earlier than 6:00 p.m.

**1.0      OPENING BUSINESS:**

Call to order and roll call

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

**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.*

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

**Start:** 6:04 p.m.

**5.0      PUBLIC SESSION/FLAG SALUTE:**

**6.0      ADOPT THE AGENDA: (M)**

Motion for approval with changes to Action Item #6 to read: Resolution 18-19-104 adopting a Conflict of Interest Code by Tomas Loera, seconded by Wendall Lower. Motion Carried: 5-0

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

**7.0      COMMUNICATIONS/REPORTS:**

1. Board Member Comments/Reports.
2. ASB President and Student Council President Reports.
  - a. Hamilton High School, Ofelia Flores
    - i. Rosalinda Ramos reporting to the Board on behalf of Ofelia Flores.
    - ii. Hamilton High School Homecoming on Friday, September 7, 2018.
      1. It was successful and the students enjoyed themselves and really got into the school spirit.
    - iii. Upcoming is the Volleyball and Cross Country Senior Farewell on October 16<sup>th</sup>.

- b. Hamilton Elementary School, Ximena Hernandez
  - i. 7<sup>th</sup> and 8<sup>th</sup> Graders are selling Chico Bags as a fundraiser for student body.
  - ii. We are in the middle of football and volleyball season. Both teams won against Princeton recently.
  - iii. We had out middle school student led parent conferences. It went very well and the students and parents enjoyed having it this way.
  - iv. Dia del Campesino Celebration on Sunday, October 14<sup>th</sup> from 12:00 p.m. to 5:00 p.m. at the Hamilton City Community Park.
- 3. District Reports
  - a. Food Service Report by LeAnn Radtke (page 1)
  - b. Operations Report by Marc Eddy
  - c. Technology Report by Derek Hawley (page 2)
- 4. Chief Business Official/Facilities Report by Diane Holliman
  - a. Hog barn project is on schedule – concrete work is scheduled for next week.
- 5. Principal and Dean of Student Reports
  - a. Kathy Thomas, Hamilton Elementary School Principal
    - i. Enrollment is currently at 409.
    - ii. Attendance doing well 97.5% for K-5<sup>th</sup> and 98% for 6<sup>th</sup> – 8<sup>th</sup>.
    - iii. Standards Based Report Cards are underway and teachers are excited to move forward with this.
      - 1. Thank you Jenny Firth for all your work on this.
    - iv. Student led parent conferences was successful – parents liked it and was positive – will be reaching out to parents and seeking feedback from students and teachers on improvements for next year.
    - v. Heather Wyman is our new Crossing guard and Yard Duty
    - vi. Claudia Rodriguez-Mojica met with dual immersion teachers to check in and follow up on how the year is going.
    - vii. New elementary newsletter is going out to parents monthly.
    - viii. At our latest Parent Luncheon the Glenn County Office of Education Nurse came to speak to parents about need to know health information for their students. Parents also had the opportunity to ask questions.
    - ix. We are starting to send out cards “HES Wolf Howl Home” for student achievements from teachers.
    - x. Transitioning Aeries Communication.
    - xi. October 25<sup>th</sup> is the Halloween Carnival – it may change to the 26<sup>th</sup>.
  - b. Maria Reyes, District Dean of Students
    - i. Students making progress with credit recovery.
    - ii. Picture day on 9/5/2018.
    - iii. Parent conferences were held on September 20, 2018 and there was a great turnout of parents.
    - iv. Butte College Transfer Day on September 25, 2018, students got a tour of Butte College main campus and received information on transferring to four yar institutions.
  - c. Cris Oseguera, Hamilton High School Principal
    - i. 289 students are enrolled (3 added today). Attendance has been very good at approximately 97%.
    - ii. New tardy tracking system has been implemented and it is effective in motivating student to arrive to class on time. We are beginning to see less tardies. 68 out of 289 student had 0 tardies and 0 absences as of September 20, 2018. That is nearly 25% of the students.
    - iii. College and Scholarship Parent Night was on September 12, 2018 and the library where it was held was nearly full.
    - iv. Parent/Teacher Conferences were held on September 20, 2018. Parents had the opportunity to receive information regarding their child.
    - v. Homecoming Week was September 7<sup>th</sup> – 11<sup>th</sup> and was successful.
    - vi. Progress reports were mailed on September 7, 2018.
    - vii. Fall sports are continuing – cross country, football and volleyball. League games and meets are beginning.
    - viii. Voter registration – I have presented information to US History and Government classes regarding civic importance and registering to vote. I also handed out registration forms that were sent to us from the county. You can also register online, the link is on our high school webpage and under counseling.
    - ix. Upcoming: end of 1<sup>st</sup> quarter is October 12, 2018, campus tours in mid-October, financial aid workshop will be on Saturday, October 20<sup>th</sup> from 1:00 p.m. to 3:00 p.m.
    - x. PLC’s working in new pods/groups. Focus continues to be on three high school goals as well as collaborating on common curriculum and assessments.

- xi. All certificated staff at HUSD participated in the GCOE Common to the Core professional development day at Willows High School on September 17<sup>th</sup>. It was well received.
- xii. Staff currently participating in Special Education Academy; Foreign Language Workshops; ATE support for beginning teachers; RiSE mentors; NGSS workshop.

6. Superintendent Report by Charles Tracy

a. Upcoming School Board Meetings:

- i. Wednesday, October 24, 2018
- ii. Wednesday, December 12, 2018

8.0 **PRESENTATIONS:** None

9.0 **CORRESPONDENCE:**

- 1. County of Glenn, Elections Department – November 6, 2018 General Election Candidate Notification Letter to HUSD. (page 3)

10.0 **INFORMATIONAL ITEMS:**

- 1. Butte Glenn Community College District, College and Career Access Pathways Partnership Agreement Appendix. (page 4-12)
  - a. Update from prior years.

11.0 **DISCUSSION ITEMS:**

- 2. Public Hearing: solicit public input regarding the GANN Limit, report by Diane Holliman. (page 13-15)
  - a. Start: 6:26 p.m.
  - b. End: 6:27 p.m.
- 3. Unaudited Actuals, report by Diane Holliman. (page 16-41)
  - a. We looked at 2017-18 fiscal year and what happened.
    - i. Review revenues and expenditures.
- 4. Public Hearing: solicit public input regarding potential costs of providing two years additional service credit to CalPERS eligible employees. (page 42)
  - a. Start: 6:40 p.m.
  - b. Cost if these classified people would take it the incentive.
  - c. End: 6:42 p.m.
- 5. MTSS Grant update, report by Trudy Bryan and Leslie Anderson.
  - a. What is your Why? One person can make a difference.
  - b. When you know your why, your what has more impact because you are working towards your purpose.
  - c. Utilizing our strengths as we build MTSS and support ALL students in our district
  - d. Focus Areas Come Together Under CA MTSS
    - i. Academic, behavior and social emotional = whole child
    - ii. Prevention → Teaming → Evidence Based Practices → Data → Continuous Improvement
  - e. Short term outcomes
    - i. Increased or improved services for ALL students
    - ii. Strategies that effectively support student success
    - iii. Leverage resources
    - iv. Multi-tiered, evidence-based, data-driven, district-wide, school-wide supports for academic, behavior, and social-emotional learning
  - f. Long term outcomes
    - i. Decreases in:
      - ii. Suspension and expulsion rates
      - iii. Discipline referrals
      - iv. Referrals to special education
      - v. Chronic absenteeism
      - vi. Incidents of bullying or harassment
      - vii. Dropout rates
    - viii. Increases/Improvements in:
      - ix. Pupil attendance
      - x. Graduation rates
      - xi. School Climate
      - xii. Measures of student academic achievement
- 6. LCAP items update: teacher training/supports, dual enrollment, APTT, report by Leslie Anderson.

- a. Goal 1: Conditions of Learning
    - i. Teacher Training
      - 1. NTC Coaches Training
      - 2. ATE Induction
      - 3. Accommodations Training
      - 4. Tech Education Support
      - 5. Universal Design for Learning (UDL)
  - b. Goal 2: Pupil Outcomes
    - i. College Career Readiness
    - ii. Dual Enrollment
      - 1. 2 Ag Course
      - 2. 1 College Algebra
        - a. *Froylan Mendoza, Parent*: They could meet requirement with one semester?
        - b. *Leslie Anderson, TOSA*: Currently it is under Trigonometry. In Spring it will be moved to the Spring under this title.
        - c. *Froylan Mendoza, Parent*: Grade bumps?
        - d. *Cris Oseguera, Hamilton High School Principal*: it does show up as an honors course – so they get a grade bump.
  - c. Goal 3: Engagement
    - i. Community Outreach & Student Engagement
      - 1. Academic Parent Teacher Teams
      - 2. MTSS grant
7. Interdistrict Attendance Agreement form update. (page 43-44)
    - a. Form update.
  8. First reading of Board Policy 0415 Equity (*for regular manual maintenance*). (page 45-47)
  9. First reading of Board Policy and Administrative Regulation 1330 Use of School Facilities (*for regular manual maintenance*). (page 45-47)
  10. First reading of Board Policy 1400 Relations Between Other Governmental Agencies and Schools (*for regular manual maintenance*). (page 45-47)
  11. First reading of Board Policy 2210 Administrative Discretion Regarding Board Policy (*for regular manual maintenance*). (page 45-47)
  12. First reading of Board Policy 3312.2 Educational Travel Program Contracts (*for regular manual maintenance*). (page 45-47)
  13. First reading of Board Policy and Administrative Regulation 3320 Claims and Actions Against the District (*for regular manual maintenance*). (page 45-47)
  14. First reading of Board Policy 3515.21 Unmanned Aircraft Systems (Drones) (*for regular manual maintenance*). (page 45-47)
  15. First reading of Board Policy 4140/4240/4340 Bargaining Units (*for regular manual maintenance*). (page 45-47)
  16. First reading Administrative Regulation 4157.2/4257.2/4357.2 Ergonomics (*for regular manual maintenance*). (page 45-47)
  17. First reading of Board Policy 4161.3 Professional Leaves (*for regular manual maintenance*). (page 45-47)
  18. First reading of Board Policy 4261.3 Professional Leaves (*for regular manual maintenance*). (page 45-47)
  19. First reading of Board Policy 5112.5 Open/Closed Campus (*for regular manual maintenance*). (page 45-47)
  20. First reading of Administrative Regulation 5141.32 Health Screening for School Entry (*for regular manual maintenance*). (page 45-47)
  21. First reading of Board Policy and Administrative Regulation 6174 Education for English Learners (*for regular manual maintenance*). (page 45-47)
  22. First reading of Board Bylaw 9310 Board Policies (*for regular manual maintenance*). (page 45-47)

12.0 **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.

*Genaro Reyes, Parent and Community Member:* The Dia del Campesino Celebration is coming up on Sunday, October 14, 2018, 12:00 p.m. to 5:00 p.m. in the Hamilton City Community Park. Hamilton students participated in the art work that is on the poster/flyer for it. It will be a community event with a lot of local businesses; family friendly.

Rod Boone, Board Member: Community members have said that there have been 5 mountain lion sightings near the orchards and work being done on the J Levee. This concerns me because they are predators and we will have pigs in the new barn when it is finished. Walls may need to be higher if sightings continue.

13.0 **ACTION ITEMS:**

1. Board Resolution 18-19-102 GANN Limit. (page 48)

Motion for approval by Tomas Loera, seconded by Wendall Lower. Motion Carried: 5-0

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

2. Board Resolution 18-19-103 CalSTRS Retirement Incentive Program. (page 49)

Motion for approval by Rod Boone, seconded by Rosalinda Sanchez. Motion Carried: 5-0

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

3. Unaudited Actuals Report. (page 16-41)

Motion for approval by Tomas Loera, seconded by Rod Boone. Motion Carried: 5-0

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

4. Interdistrict Attendance Agreement form update. (page 43-44)

Motion for approval by Rosalinda Sanchez, seconded by Wendall Lower. Motion Carried: 5-0

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

5. Second reading of: (page 51-52)

- a. Board Policy 0410 Nondiscrimination in District Programs and Activities *(for regular manual maintenance)*.
- b. Exhibit 0420.41 Charter School Oversight *(for regular manual maintenance)*.
- c. Board Policy and Administrative Regulation 3514 Environmental Safety *(for regular manual maintenance)*.
- d. Board Policy 3514.1 Hazardous Substances *(for regular manual maintenance)*.
- e. Board Policy and Administrative Regulation 3516 Emergencies and Disaster Preparedness Plan *(for regular manual maintenance)*.
- f. Administrative Regulation 3541 Transportation Routes and Services *(for regular manual maintenance)*.
- g. Board Policy and Administrative Regulation 4158, 4258, 4358 Employee Security *(for regular manual maintenance)*.
- h. Board Policy and Administrative Regulation 4161.9, 4261.9, 4319.9 Catastrophic Leave Program *(for regular manual maintenance)*.
- i. Board Policy and Administrative Regulation 5111 Admission *(for regular manual maintenance)*.
- j. Board Policy and Administrative Regulation 5111.1 District Residency *(for regular manual maintenance)*.
- k. Board Policy and Administrative Regulation 5125 Student Records *(for regular manual maintenance)*.
- l. Administrative Regulation and Exhibit 5125.1 Release of Directory Information *(for regular manual maintenance)*.
- m. Board Policy 5131.2 Bullying *(for regular manual maintenance)*.
- n. Board Policy and Administrative Regulation 5145.3 Nondiscrimination/Harassment *(for regular manual maintenance)*.
- o. Board Policy 5145.9 Hated-Motivated Behavior *(for regular manual maintenance)*.
- p. Board Bylaw and Exhibit 9270 Conflict of Interest.

Motion for approval by Wendall Lower, seconded by Tomas Loera. Motion Carried: 5-0

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

6. Resolution 17-18-104 adopting a Conflict of Interest Code. (page 53)

Motion for approval with changes to read: Resolution 18-19-104 adopting a Conflict of Interest Code by Rod Boone, seconded by Rosalinda Sanchez. Motion Carried: 5-0

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

14.0 **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 54-87)
2. Butte College Dual Enrollment Program Application 2018-19 Course Request for Math 26-College Algebra. Textbook: College Algebra Revised Fall 2008 Cabral; ISBN 9789370035515 used by Butte College. Teachers: Anderson and Charlton. (page 88)
3. Butte College Dual Enrollment Program Application 2018-19 Course Request for AB 26 - Agribusiness. Textbook: Agribusiness Fundamentals and Applications 2nd Ed Ricketts & Ricketts used by Butte College. Teacher: Lohse. (page 89)
4. Butte College Dual Enrollment Program Application 2018-19 Course Request for AGS 40 - Introduction to Animal Science. Textbook: Fundamentals of Animal Science Scanes, and Modern Livestock and Poultry,7th Ed. Gillespie used by Butte College. Teacher: Lohse. (page 90)
5. MTSS Leader Contracts 2018-2020. Participants: Day, Esquivel, Whittaker. (page 91)
6. APTT Contract 2018-19. Participants: Heffley, Ortiz, Carter, B. Godinez, G. Godinez, Peery, Vogelesang, Cox and Alvarez. (page 92-93)
7. NTC Coaching Contract 2018-19. Participants: Llamas, Anderson, Firth and Hawkins. (page 94)
8. Alliance for Teacher Excellence MOU between Tehama County Superintendent of Schools and Hamilton Unified School District. (page 95-109)
9. Ella Barkely High School fundraisers 2018-19. (page 110)
10. Hamilton Elementary School Site Council Meeting Agenda for August 16, 2018. (page 111)
11. Hamilton Elementary School Site Council Meeting Minutes for August 16, 2018. (page 112)
12. Hamilton Elementary School Site Council Meeting Agenda for September 13, 2018. (page 113)
13. Minutes for the Regular Board Meeting on August 22, 2018. (page 114-119)
14. Minutes for the Special Board Meeting on August 29, 2018. (page 120)
15. Interdistrict Transfers (new only; elementary students reapply annually).
  - a. Out
    - i. Hamilton Elementary School
      1. 3<sup>rd</sup> Grade X 1 (reapply)
      2. 5<sup>th</sup> Grade X 1 (reapply)
      3. 7<sup>th</sup> Grade x 1 (reapply)
    - ii. Hamilton High School
      1. None
  - b. In
    - i. Hamilton Elementary School
      1. 1<sup>st</sup> Grade X 1
      2. 8<sup>th</sup> Grade X 2
    - ii. Hamilton High School
      1. 9<sup>th</sup> Grade X 3
      2. 12<sup>th</sup> Grade X 1

16. Personnel Actions as Presented:

- a. New hires:
  - i. Heather Wyman      Yard Duty Supervisor/Crossing Guard      HES
  - ii. Manny Bejarano      Flag Football Coach      HES
  - iii. Timothy Bushard      JV Assistant Football Coach      HHS
  - iv. Rich Hine      Wrestling Coach      HHS
- b. Resignations/Retirement:
  - i. Deana Medina      Yard Duty Supervisor/Crossing Guard      HES
  - ii. Matt Steele      Wrestling Coach      HHS


Motion for approval by Rosalinda Sanchez, seconded by Wendall Lower.

Motion Carried: 5-0

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

15.0 **ADJOURNMENT:** Close in memory of Pat Koehnen and E. Oskar Joksch.

**End:** 7:31 p.m.

 10.24.18

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Wendall Lower, Clerk



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Charles Tracy, Superintendent