

**COLUSA UNIFIED SCHOOL DISTRICT**

745 Tenth Street

Colusa, CA 95932

**UNOFFICIAL MINUTES**

Board of Trustees Regular Meeting

September 18, 2012, 6:00 p.m.

CALL TO ORDER

The meeting was called to order at 6:00 p.m. in the Colusa Unified School District Conference Room by Board President Lincoln Forry, and established a quorum was present. Attending were Charles Yerxa, Terry Bressler, Cindy Steidlmayer, Don Bransford and Lincoln Forry. Also in attendance were Dwayne Newman, District Superintendent; School Administrators Dave Tarr, Jody Johnston and Darren Brown; Business Manager Sheryl Bailey and staff. Kelli Griffith-Garcia, incoming Board member, was also present.

PLEDGE OF ALLEGIANCE

Roberta James led the Pledge of Allegiance.

HEARING OF PUBLIC

None

STUDENT'S REPORT

In Mackenzie Bressler's absence her father, Board Member Terry Bressler, read a report MacKenzie had prepared for the Board. The activities noted included the leadership students placing 175 flags on the front lawn of Colusa High School on September 11; Homecoming activities – each branch of the military has been contacted to display banners on campus, a flag that will be flown over the pentagon will be sent to CHS to fly over the school (thank you to Mr. Bransford for setting this up); students have started to plan the Winter Fest for December; October 26 is the breast cancer awareness game.

PRESIDENT'S REPORT

President Forry said he would like to set site visitation dates. A discussion was held with the Board agreeing on October 11, 2012 to visit Colusa High School; October 24, 2012 Burchfield Primary School and November 7, 2012 Egling Middle School. Charles Yerxa asked about visiting the Home School and Mr. Newman told Board members it's their prerogative to stop in at any time to visit any school. It was decided that members would drop in at the Home School individually any time before the December break.

BOARD OF TRUSTEE TIME

Cindy Steidlmayer introduced the Board to Kelli Griffith-Garcia who was in the audience. Kelli is the new incoming Board Member who ran unopposed in the June election. She will be taking Cindy Steidlmayer's place on the Board in December at the reorganization meeting.

Charles Yerxa stated that we had a serious situation which occurred last year and resulted in two outstanding students being unable to attend their first choice of college. In both cases the students ran into a financial aid problem which they could not solve on their own.

He suggested that a mechanism be developed to ensure that students who have an opportunity to go to college be offered a financial aid review and support service. If the service were available during the summer, it would help students avoid financial aid problems which might prevent them from attending.

Mr. Yerxa suggested that our existing counseling office could be available to deal with

financial aid problems over the course of the summer. He further suggested, the district explore the possibility of asking a group of citizens with knowledge and experience in college financial aid to assist. Charles pointed out that advertizing the availability of the service would be important in helping to avoid future problems for college bound students who receive financial aid. He also asked whether anyone on the board or at the meeting knew of such a mechanism or would help to develop such a mechanism.

Mr. Bransford stated he was on the high school website today where he read about new rules for high school students that state a student may have up to 21 tardies which equals 1 day of absence resulting in an ISS. It's his opinion that 21 tardies are way too many for a student to accumulate before strict action is taken. He would like to have a discussion about the tardy rule at the next Board meeting. Mr. Brown commented that before a student reaches 21 tardies there are many intervening things that happen, such as detention, Saturday school, etc.

Mr. Bransford questioned Jody Johnston, Egling Principal, about their newsletter that stated Egling was "going green", by sending newsletters and bulletins to parents via email. He asked about those parents who didn't own a computer. Ms. Johnston said there would be other means of communication to those parents

SUPERINTENDENT'S REPORT

Mr. Newman said the district has not received the API scores to date due to a controversy at the state level regarding the tests themselves. With this said, Mr. Newman provided charts that showed his comparison between the 2012 STAR test scores and 2011 STAR test scores. A discussion was held regarding the data and Mr. Newman stated he felt the overall scores were improving. Mr. Newman will provide the Board with additional testing information at the next meeting.

Mr. Newman asked Principals if they had any comments to make regarding test scores for their school. Mr. Tarr stated they were not ready to discuss the scores yet, but will be by the time the Board conducts their site visitations.

At the August Board meeting there was a question raised regarding the status of Driver's Education at CHS. Information was to be shared at the September meeting. Mr. Newman reported the driver's ed. car had been sent back to Hoblit Motors. A discussion was held whether or not Driver's Ed. coursework was offered at CHS. Audience members said it was not offered, others said it was required. Mr. Brown and Mr. Newman will check with the District's attorney to verify the correct policy. This information will be brought back to the October meeting.

Also at the August Board meeting a question was asked about the Sexual Harassment & Mandatory Reporting training requirements and if we conduct an annual staff training. Mr. Newman checked with Bob Thurbon, the District's attorney, and Mr. Thurbon said his office would conduct the training, as they have in the past. Mr. Newman would like to wait until new Board Member, Kelli Griffith-Garcia, is sworn in so she can be included in the training. Mr. Bressler suggested possibly doing a 2 hour on-line training that people can complete at their own pace. Mr. Newman will look at that possibility.

Mr. Newman updated the Board regarding the student athlete concussion policy. He has checked with Jamie Myers, CHS Athletic Director, and asked about the procedure. Jamie assured Mr. Newman every athlete who plays a sport **must** return a signed student/parent/guardian Concussion Information Form before they are allowed to participate in any sport. This policy is enforced at both Egling Middle School as well as Colusa High School. Mr. Newman stated it was also mandatory for coaches to be trained in first aid, and CPR along with knowing all the signs and treatment of a possible concussion.

CEA REPORT

Pam Giuliano reported CEA had their first negotiations session and she thought it was a good afternoon. She talked about the upcoming election and how important it was for people to vote on two Propositions, 32 & 30.

CSEA REPORT

CSEA President, Rosemary Hicks, stated they too had their first negotiations session and were also looking at Propositions 32 and 30.

PUBLIC HEARING: SUFFICIENCY OR  
INSUFFICIENCY OF INSTRUCTIONAL  
MATERIALS

At 7:18 p.m. President Forry opened the Public Hearing for **Resolution #2012-13.03 Sufficiency or Insufficiency of Instructional Materials**. Mr. Bransford asked teachers in the audience if they were lacking any materials in the classroom. Tina Cremo, BPS teacher, said there was a shortage of Supplemental Materials for their reading program. After discussion, Mr. Tarr was asked to find out the cost of purchasing enough materials for each grade level. The Public Hearing was closed at 7:27 p.m.

INFORMATION/DISCUSSION:  
CAFETERIA REPORT

Sheryl Bailey gave the Cafeteria report. There have been many upgrades this year to all cafeterias with the purchase of new equipment such as a walk-in freezer and dishwasher at CHS, a freezer at BPS, in addition to new tables inside and outside at all school sites. Sheryl reported the requirements have changed dramatically for 2012-2013 and she doesn't know what the cafeteria's financial situation will be at this time next year. The State and Feds are estimating we will be spending 30%-40% more in food costs next year because of the new requirements but are only giving schools 6 cents per meal. Fortunately, due to a new menu and new food items offered by the new cafeteria manager there has been a big increase in students purchasing meals. Board President Forry asked about the cost of student/adult meals and whether or not they could be raised. Sheryl said cafeteria manager Leasa Hill was currently looking into it.

SELPA DEFICIT

Sheryl provided a report on the history of the SELPA Deficit. She stated she and the Superintendent were very surprised to learn the SELPA had spent 96% of their budget in 2011-2012. Mr. Newman commented that he was very concerned and he had many questions that had to be answered. He questioned whether or not transportation to and from Williams has been built into their budget, along with utilities. He stated when students move to the new Williams facility, CUSD will lose A.D.A. since the students will then be housed in Williams. He is afraid that the costs CUSD will incur will be significant as CCOE builds its budget. He and the other Superintendents in the County would like to take a larger role in the development of the SELPA budget for next year. Sheryl Bailey suggested CCOE give us a multi-year projection of the SELPA budget, similar to what we have to provide them each year.

A discussion was held. Don Bransford commented he would like a comparison done on a revised schedule to equalize the revenue with the increased A.D.A. revenue. Mr. Bransford also commented that he would like CUSD to start thinking about taking back the SELPA. Mr. Newman said he was going to meet with a mentor he has obtained through the Small School District's Association who has been through a district 'take over' of a SELPA program in a much larger district. He has spoken with the other Superintendents in the County who have agreed to meet with his mentor. He will keep the Board informed of these meetings.

CHS ATHLETIC & CURRICULAR/CO-CURRICULAR ELIGIBILITY GUIDELINES

Mr. Newman said in the conversation held at the last Board meeting regarding eligibility requirements for FFA activities and other high school activities he thought the Board needed better clarification of what the similarities and differences were. He explained that in athletics students are allowed 2 suspensions before being told they were no longer allowed to be on a team. FFA is different in that for the 1<sup>st</sup> semester of the year suspensions are not tracked, but during the 2<sup>nd</sup> semester, if a student is suspended, they are not allowed to show an animal at the Colusa County Fair. A discussion was held.

DISCUSSION OF RESOLUTION  
#2012-13.04 SUPPORT OF PROP.  
30

Mr. Newman explained that he had received a letter from CSEA Representative Nanci Eastman who asked if the Board would consider adoption of a resolution to support Proposition 30 which will be on the November ballot. Board President Forry asked for this topic to be discussed before action was taken. A discussion was held regarding the pros and cons of Proposition 30.

ACTION ITEM #121305

Motion was made by Don Bransford, Seconded by Cindy Steidlmayer to adopt Resolution #2012-13.03 Sufficiency or Insufficiency of Instructional Materials.

Vote: Unanimous

ACTION ITEM #121306

Motion was made by Cindy Steidlmayer, Seconded by Terry Bressler to adopt Resolution #2012-13.04 Support of Prop 30.

Vote: Unanimous

CONSENT AGENDA  
ACTION ITEM #121307

Motion was made by Charles Yerxa, seconded by Cindy Steidlmayer to approve the Consent Agenda.

Consent Agenda: Regular and Customary Business Items:

- a. Minutes of August 21, 2012 Regular Board Meeting
- b. September Payroll
- c. September Warrants: Batch # 6 - 9
- d. September Financial Statements
- e. Personnel Assignment Order #2012/2013.02
- f. Approve 2012-13 Budget Revision
- g. Approve 2011-12 Unaudited Actuals
- h. Approve Routine Restricted Maintenance Account Certification
- i. Approve 2012-13 Annual Credentialing Report
- j. Approve Resolution #2012-13.02 GANN Limit
- k. Consider Approval of 2012-2013 FBLA Travel Requests

- I. Third Reading of Board Policies, Administrative Regulations and Exhibit Revisions from BP 0410 through BB 9320 with amendment (BP 6143(a) Instruction/Courses of Study. Amended the end of the first paragraph, "... successful in school, college, the workplace, ***and in life.***")

Vote: Unanimous

HEARING OF PUBLIC FOR MATTERS  
ON CLOSED SESSION AGENDA

None

ADJOURN TO CLOSED SESSION

The Board adjourned to Closed Session at 8:30 p.m. to consider and/or take action upon any of the following items:

1. Student Matters:
  - a. Out of School Suspensions
  - b. Inter-district Transfer Agreements
2. Personnel Matters:
  - a. Public Employment – New Hires 2012-2013
  - b. Public Employee Discipline/Dismissal/Release
3. Negotiations:
  - a. Instructions to District Negotiators

RECONVENE FROM CLOSED SESSION

The Board reconvened from Closed Session at 10:10 P.M. Board President Lincoln Forry reported out the Board reviewed the Inter-district Transfer Agreements and the Out of School Suspensions.

ACTION ITEM # 121308

Motion was made by Charles Yerxa, seconded by Don Bransford to approve the Inter-district Transfer Agreement requests.

Vote: Unanimous

ADJOURNMENT

The meeting adjourned at 10:20 p.m.

Submitted by Mary Lyttle  
Executive Administrative Assistant

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APPROVED BY:

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