

# COLUSA UNIFIED SCHOOL DISTRICT

745 Tenth Street  
Colusa, CA 95932

## OFFICIAL MINUTES Board of Trustees Board Meeting

August 8, 2017

CALL TO ORDER	The meeting was called to order at 5:15 p.m. in the District Office Board Room by Kathie Whitesell, who established a quorum was present. Attending were Charles Yerxa, Melissa Ortiz, Michael Phenicie and Kelli Griffith-Garcia. Also in attendance was Superintendent Dwayne Newman, and others.
INFORMATION	Jesse Rodriguez, Burchfield Primary School Principal and John Ithurnburn, Colusa High School Assistant Principal introduced themselves and gave the board a short professional biography.
PLEDGE OF ALLEGIANCE	Pam Giuliano led the pledge of allegiance.
HEARING OF THE PUBLIC FOR ITEMS ON THE AGENDA	No information was presented.
HEARING OF THE PUBLIC FOR ITEMS NOT ON THE AGENDA	No information was presented.
ACTION ITEM #171801	<p>Motion was made by Kelli Griffith-Garcia, seconded by Michael Phenicie to approve Resolution #2017-18.01 – Retirement Resolution for Pam Giuliano.</p> <p>Whitesell – Aye Griffith-Garcia – Aye Ortiz - Aye Phenicie – Aye Yerxa – Aye</p> <p>Vote: (Unanimous)</p>
RECOGNITIONS & CELEBRATIONS	Michael Phenicie recognized Pam Giuliano for her many years of service and her commitment to the students of Colusa Unified School District. Ms. Giuliano has produced Egling's annual literary magazine <i>Hawk's Eye</i> for many years. Jody Johnston stated that Ms. Giuliano has volunteered to come back as a guest speaker / instructor, and that the Egling Middle School staff is working on continuing the spirit of the Hawk's Eye.
PRESIDENT'S REPORT	<p>CRAF – None. FOM – None. FOA – None. SELPA – None. DELAC – None.</p> <p>Monthly Activities Report – Melissa Ortiz reported that she is working with a graphic designer to create an infographic of our Local Control Accountability Plan (LCAP). Kathie Whitesell visited the summer school program and really enjoyed seeing the gardening that was in progress.</p>

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	<p>Mr. Newman provided information to the board about a current Junior at Colusa High School who is currently working on getting approval to work with service animals as her senior project. The district and the student are working together to ensure the proper insurances are in place.</p> <p>Mr. Newman recently met with North State Solar and obtained information on their services. Future meetings will be taking place and Requests for Qualifications (RFQ) will occur if it appears that a Power Purchase Agreement would benefit the District.</p> <p>A new program is being implemented through the Colusa County Office of Education (CCOE) to serve Special Education students with severe behavior issues. They hope to expand services to students with severe autism at some point during this school year. The program called Coastal Buttes Academy will be located at the Education Village in Williams, CA.</p>
SUPERINTENDENT'S REPORT IMPROVING ACHIEVEMENT	<p><b>Improving Achievement</b></p> <ul style="list-style-type: none"> <li>• Discussion of Preliminary Smarter Balanced Assessments – Mr. Newman presented information on the California Assessment of Student Performance &amp; Progress (CAASPP). A comparison of results for various years and demographics occurred. Three years of data indicate the district is making progress overall, and closing achievement gaps.</li> <li>• Budget Discussion – A review of the Multi-Year Projection Summary occurred.</li> </ul>
ACTION ITEM #171802	<p>Motion was made by Kelli Griffith-Garcia, seconded by Michael Phenicie to approve the 2017-18 Board Meeting Dates &amp; Times.</p> <p>Whitesell – Aye Griffith-Garcia – Aye Ortiz - Aye Phenicie – Aye Yerxa – Nay</p> <p>Vote: (4 Ayes, 1 Nay)</p>
ACTION ITEM #171803	<p>Motion was made by Kelli Griffith-Garcia, seconded by Michael Phenicie to approve the Warrants: Batch #48-50 (2016-17)</p> <p>Whitesell – Abstain Griffith-Garcia – Aye Ortiz - Aye Phenicie – Aye Yerxa – Aye</p> <p>Vote: (1 Abstain, 4 Ayes)</p>

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ACTION ITEM #171804	<p>Motion was made by Kelli Griffith-Garcia, seconded by Michael Phenicie to approve the Warrants: Batch #1-4 (2017-18)</p> <p>Whitesell – Abstain Griffith-Garcia – Aye Ortiz - Aye Phenicie – Aye Yerxa – Aye</p> <p>Vote: (1 Abstain, 4 Ayes)</p>
ACTION ITEM #171805	<p>Motion was made by Michael Phenicie, seconded by Melissa Ortiz to approve the Notice of Intent for Provisional Internship Permit.</p> <p>Whitesell – Aye Griffith-Garcia – Aye Ortiz - Aye Phenicie – Aye Yerxa – Aye</p> <p>Vote: (Unanimous)</p>
ACTION ITEM #171806	<p>Motion was made by Charles Yerxa, seconded by Kelli Griffith-Garcia, to approve the Notice of Intent for Variable Term Waiver.</p> <p>Whitesell – Aye Griffith-Garcia – Aye Ortiz - Aye Phenicie – Aye Yerxa – Aye</p> <p>Vote: (Unanimous)</p>
DISCUSSION ONLY	<p>Discussion regarding the need for additional district office staffing occurred. Mr. Newman and Ms. Parker provided a written history of staffing and how various job responsibilities are shared by existing staff in the District Office. Ms. Parker assumed many of the job responsibilities of a position that was vacated in 2010 during the Great Recession. The position was never filled, even during the economic recovery. Administrative responsibilities related to Human Resources and Accounting continue to increase. The board expressed concerns relating to the current budget and the possibility of negative perception among the other district employees if another support position were to be added when finances district – wide are very tight. The board requested a draft job description of the proposed position to continue the discussion at the September meeting.</p>
ACTION ITEM #171807	<p>Motion was made by Michael Phenicie, seconded by Melissa Ortiz to approve Fire Alarm Inspections &amp; Testing for an amount not to exceed \$15,000.</p>

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	<p>Whitesell – Aye Griffith-Garcia – Aye Ortiz - Aye Phenicie – Aye Yerxa – Aye</p> <p>Vote: (Unanimous)</p>
ACTION ITEM #171808	<p>Motion was made by Kelli Griffith-Garcia, seconded by Melissa Ortiz to approve &amp; adopt BP 0460 – Local Control &amp; Accountability Plan</p> <p>Whitesell – Aye Griffith-Garcia – Aye Ortiz - Aye Phenicie – Aye Yerxa – Aye</p> <p>Vote: (Unanimous)</p>
ACTION ITEM #171809	<p>Motion was made by Kelli Griffith-Garcia, seconded by Melissa Ortiz to approve &amp; adopt BP 3260 &amp; AR 3260 – Fees &amp; Charges.</p> <p>Whitesell – Aye Griffith-Garcia – Aye Ortiz - Aye Phenicie – Aye Yerxa – Aye</p> <p>Vote: (Unanimous)</p>
ACTION ITEM #171810	<p>Motion was made by Kelli Griffith-Garcia, seconded by Melissa Ortiz to approve &amp; adopt AR 4112.22 – Staff Teaching English Learners.</p> <p>Whitesell – Aye Griffith-Garcia – Aye Ortiz - Aye Phenicie – Aye Yerxa – Aye</p> <p>Vote: (Unanimous)</p>
ACTION ITEM #171811	<p>Motion was made by Kelli Griffith-Garcia, seconded by Melissa Ortiz to approve &amp; adopt E 4112.9, 4212.9, 4312.9 – Employee Notifications.</p> <p>Whitesell – Aye Griffith-Garcia – Aye</p>

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Ortiz - Aye  
Phenicie – Aye  
Yerxa – Aye  
  
Vote: (Unanimous)

## ACTION ITEM #171812

Motion was made by Kelli Griffith-Garcia, seconded by Melissa Ortiz to approve & adopt AR 4161.1, 4361.1 – Personal Illness/Injury Leave (Certificated).  
Whitesell – Aye  
Griffith-Garcia – Aye  
Ortiz - Aye  
Phenicie – Aye  
Yerxa – Aye  
  
Vote: (Unanimous)

## ACTION ITEM #171813

Motion was made by Kelli Griffith-Garcia, seconded by Melissa Ortiz to approve & adopt AR 4261.1 – Personal Illness/Injury Leave (Classified).  
  
Whitesell – Aye  
Griffith-Garcia – Aye  
Ortiz - Aye  
Phenicie – Aye  
Yerxa – Aye  
  
Vote: (Unanimous)

## ACTION ITEM #171814

Motion was made by Kelli Griffith-Garcia, seconded by Melissa Ortiz to approve & adopt BP 5111 – Admission.  
  
Whitesell – Aye  
Griffith-Garcia – Aye  
Ortiz - Aye  
Phenicie – Aye  
Yerxa – Aye  
  
Vote: (Unanimous)

## ACTION ITEM #171815

Motion was made by Kelli Griffith-Garcia, seconded by Melissa Ortiz to approve & adopt BP 5111.1 – District Residency.  
  
Whitesell – Aye  
Griffith-Garcia – Aye  
Ortiz - Aye  
Phenicie – Aye  
Yerxa – Aye

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	Vote: (Unanimous)
ACTION ITEM #171816	<p>Motion was made by Kelli Griffith-Garcia, seconded by Melissa Ortiz to approve &amp; adopt BP 5113 &amp; AR 5113 – Absences &amp; Excuses.</p> <p>Whitesell – Aye Griffith-Garcia – Aye Ortiz - Aye Phenicie – Aye Yerxa – Aye</p> <p>Vote: (Unanimous)</p>
ACTION ITEM #171817	<p>Motion was made by Kelli Griffith-Garcia, seconded by Melissa Ortiz to approve &amp; adopt BP 5141.52 &amp; AR 5141.52 – Suicide Prevention.</p> <p>Whitesell – Aye Griffith-Garcia – Aye Ortiz - Aye Phenicie – Aye Yerxa – Aye</p> <p>Vote: (Unanimous)</p>
ACTION ITEM #171818	<p>Motion was made by Kelli Griffith-Garcia, seconded by Melissa Ortiz to approve &amp; adopt E 5145.6 – Parental Notifications.</p> <p>Whitesell – Aye Griffith-Garcia – Aye Ortiz - Aye Phenicie – Aye Yerxa – Aye</p> <p>Vote: (Unanimous)</p>

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ACTION ITEM #171819	<p>Agenda item G.8.l. for BP 5148.2 &amp; AR 5148.2 – Before &amp; After School Programs. Motion was made by Kelli Griffith-Garcia, seconded by Michael Phenicie to table this item for a future meeting. Mr. Newman will put together a proposal detailing various options to make the After School Program a paid program.</p> <p>Whitesell – Aye Griffith-Garcia – Aye Ortiz - Aye Phenicie – Aye Yerxa – Aye</p> <p>Vote: (Unanimous)</p>
ACTION ITEM #171820	<p>Motion was made by Michael Phenicie, seconded by Kelli Griffith-Garcia to approve &amp; adopt BP 6111 – School Calendar.</p> <p>Whitesell – Aye Griffith-Garcia – Aye Ortiz - Aye Phenicie – Aye Yerxa – Aye</p> <p>Vote: (Unanimous)</p>
ACTION ITEM #171821	<p>Motion was made by Michael Phenicie, seconded by Kelli Griffith-Garcia to approve &amp; adopt BP 6142.2 &amp; AR 6142.2 – World/Foreign Language Instruction.</p> <p>Whitesell – Aye Griffith-Garcia – Aye Ortiz - Aye Phenicie – Aye Yerxa – Aye</p> <p>Vote: (Unanimous)</p>
ACTION ITEM #171822	<p>Motion was made by Michael Phenicie, seconded by Kelli Griffith-Garcia to approve &amp; adopt BP 6144 – Controversial Issues.</p> <p>Whitesell – Aye Griffith-Garcia – Aye Ortiz - Aye Phenicie – Aye Yerxa – Aye</p> <p>Vote: (Unanimous)</p>

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ACTION ITEM #171823	<p>Motion was made by Michael Phenicie, seconded by Kelli Griffith-Garcia to approve &amp; adopt BP 6174 &amp; AR 6174 – Education for English Learners.</p> <p>Whitesell – Aye Griffith-Garcia – Aye Ortiz - Aye Phenicie – Aye Yerxa – Aye</p> <p>Vote: (Unanimous)</p>
ACTION ITEM #171824	<p>Motion was made by Michael Phenicie, seconded by Kelli Griffith-Garcia to approve &amp; adopt BP 6176 – Weekend/Saturday Classes.</p> <p>Whitesell – Aye Griffith-Garcia – Aye Ortiz - Aye Phenicie – Aye Yerxa – Aye</p> <p>Vote: (Unanimous)</p>
ACTION ITEM #171825	<p>Motion was made by Michael Phenicie, seconded by Kelli Griffith-Garcia to approve and adopt BP 1312.3 &amp; AR 1312.3 – Uniform Complaint Procedures to reflect Option 1 and amend the AR as follows: Unless extended by written agreement with the complainant, the compliance officer shall prepare and send to the complainant, and respondent if there is one, a written report, as described in the section “Final Written Decision” below, within 60 calendar days of the district’s receipt of the complaint. (5 CCR 4631).</p> <p>Whitesell – Aye Griffith-Garcia – Aye Ortiz - Aye Phenicie – Aye Yerxa – Aye</p> <p>Vote: (Unanimous)</p>
ACTION ITEM #171826	<p>Motion was made by Michael Phenicie, seconded by Kelli Griffith-Garcia to approve &amp; adopt BP 1340 – Access to District Records.</p> <p>Whitesell – Aye Griffith-Garcia – Aye Ortiz - Aye Phenicie – Aye Yerxa – Aye</p> <p>Vote: (Unanimous)</p>



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ACTION ITEM #171827	<p>Motion was made by Michael Phenicie, seconded by Kelli Griffith-Garcia to approve &amp; adopt BP 2121 – Superintendent’s Contract.</p> <p>Whitesell – Aye Griffith-Garcia – Aye Ortiz - Aye Phenicie – Aye Yerxa – Aye</p> <p>Vote: (Unanimous)</p>
ACTION ITEM #171828	<p>Motion was made by Michael Phenicie, seconded by Kelli Griffith-Garcia to approve &amp; adopt BP 3551 &amp; AR 3551 – Food Service Operations/Cafeteria Fund.</p> <p>Whitesell – Aye Griffith-Garcia – Aye Ortiz - Aye Phenicie – Aye Yerxa – Aye</p> <p>Vote: (Unanimous)</p>
ACTION ITEM #171829	<p>Motion was made by Michael Phenicie, seconded by Kelli Griffith-Garcia to approve &amp; adopt AR 3580 – District Records.</p> <p>Whitesell – Aye Griffith-Garcia – Aye Ortiz - Aye Phenicie – Aye Yerxa – Aye</p> <p>Vote: (Unanimous)</p>
ACTION ITEM #171830	<p>Motion was made by Michael Phenicie, seconded by Kelli Griffith-Garcia to approve &amp; adopt BP 4127, 4227, 4327 &amp; AR 4127, 4227, 4327 – Temporary Athletic Team Coaches.</p> <p>Whitesell – Aye Griffith-Garcia – Aye Ortiz - Aye Phenicie – Aye Yerxa – Aye</p> <p>Vote: (Unanimous)</p>
ACTION ITEM #171831	<p>Motion was made by Michael Phenicie, seconded by Kelli Griffith-Garcia to approve &amp; adopt BP 4312.1 – Administrative &amp; Supervisory Personnel.</p> <p>Whitesell – Aye Griffith-Garcia – Aye Ortiz - Aye</p>

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	<p>Phenicie – Aye Yerxa – Aye</p> <p>Vote: (Unanimous)</p>
ACTION ITEM #171832	<p>Motion was made by Michael Phenicie, seconded by Kelli Griffith-Garcia to approve &amp; adopt AR 5145.3 – Nondiscrimination/Harassment.</p> <p>Whitesell – Aye Griffith-Garcia – Aye Ortiz - Aye Phenicie – Aye Yerxa – Aye</p> <p>Vote: (Unanimous)</p>
ACTION ITEM #171833	<p>Motion was made by Michael Phenicie, seconded by Kelli Griffith-Garcia to approve &amp; adopt BP 6142.93 – Science Instruction.</p> <p>Whitesell – Aye Griffith-Garcia – Aye Ortiz - Aye Phenicie – Aye Yerxa – Aye</p> <p>Vote: (Unanimous)</p>
ACTION ITEM #171834	<p>Motion was made by Michael Phenicie, seconded by Kelli Griffith-Garcia to approve &amp; adopt BP 6145 – Extracurricular &amp; Cocurricular Activities.</p> <p>Whitesell – Aye Griffith-Garcia – Aye Ortiz - Aye Phenicie – Aye Yerxa – Aye</p> <p>Vote: (Unanimous)</p>
ACTION ITEM #171835	<p>Motion was made by Michael Phenicie, seconded by Kelli Griffith-Garcia to approve &amp; adopt BP 6145.2 &amp; AR 6145.2 – Athletic Competition.</p> <p>Whitesell – Aye Griffith-Garcia – Aye Ortiz - Aye Phenicie – Aye Yerxa – Aye</p> <p>Vote: (Unanimous)</p>
ACTION ITEM #171836	<p>Motion was made by Michael Phenicie, seconded by Kelli Griffith-Garcia to approve &amp; adopt BP 6178.1 &amp; AR 6178.1 – Work-Based Learning. Melissa Ortiz requested data on the effectiveness of this policy. Mr. Newman advised</p>

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the board that Lori Tanner will attend the September meeting and provide a presentation regarding Work-Based Learning.

Whitesell – Aye  
Griffith-Garcia – Aye  
Ortiz - Aye  
Phenicie – Aye  
Yerxa – Aye

Vote: (Unanimous)

ACTION ITEM #171837

Motion was made by Michael Phenicie, seconded by Kelli Griffith-Garcia to approve & adopt BP 7214 – General Obligation Bonds.

Whitesell – Aye  
Griffith-Garcia – Aye  
Ortiz - Aye  
Phenicie – Aye  
Yerxa – Aye

Vote: (Unanimous)

ACTION ITEM #171838

Motion was made by Michael Phenicie, seconded by Kelli Griffith-Garcia to approve & adopt BB 9012 – Board Member Electronic Communications.

Whitesell – Aye  
Griffith-Garcia – Aye  
Ortiz - Aye  
Phenicie – Aye  
Yerxa – Aye

Vote: (Unanimous)

ACTION ITEM #171839

Motion was made by Michael Phenicie, seconded by Kelli Griffith-Garcia to approve & adopt the Colusa Unified Wellness Policy. Melissa Ortiz volunteered to be a part of the Wellness Policy Committee.

Whitesell – Aye  
Griffith-Garcia – Aye  
Ortiz - Aye  
Phenicie – Aye  
Yerxa – Aye

Vote: (Unanimous)

ACTION ITEM #171840

Motion was made by Michael Phenicie, seconded by Kelli Griffith-Garcia to approve & adopt BB 9320 – Meetings & Notices.

Whitesell – Aye  
Griffith-Garcia – Aye  
Ortiz - Aye

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	<p>Phenicie – Aye Yerxa – Aye</p> <p>Vote: (Unanimous)</p>
ACTION ITEM #171841	<p>Motion was made by Charles Yerxa, seconded by Michael Phenicie to approve the following consent agenda items :</p> <ol style="list-style-type: none"> <li>1. June 13, 2017 Regular Board Meeting Minutes</li> <li>2. June 20, 2017 Special Board Meeting Minutes</li> <li>3. Joint Sunshine Proposal for California School Employee Association &amp; Colusa Unified School District</li> <li>4. Joint Sunshine Proposal for California Educators Association &amp; Colusa Unified School District</li> <li>5. General Fund 01 Budget Revision</li> <li>6. Cafeteria Fund 13 Budget Revision</li> <li>7. Bond Fund 21 Budget Revision</li> <li>8. 2016-17 Administrative Salary Schedule</li> <li>9. Personnel Assignment Order</li> <li>10. Jun/July Payroll</li> <li>11. Memorandum of Understanding with Colusa County Office of Education – Career Technical Education Support</li> <li>12. Memorandum of Understanding with Sutter County Office of Education – Tri County ROP.</li> <li>13. Surplus Form(s) – Nutrition Services Equipment</li> <li>14. California School Board Association Renewal (\$4,630)</li> <li>15. School Loop Renewal (\$3,816.50)</li> <li>16. Chico Roofing – CHS Phase I Change Order (\$15,528)</li> <li>17. Chico Roofing – CHS Phase II (\$149,950)</li> <li>18. D&amp;S Asphalt – District Office Parking Lot (\$400)</li> <li>19. Dickson Mechanical – CHS Kitchen HVAC (\$7,500)</li> <li>20. Savage Plumbing – CHS Coach's Restroom (\$8,500)</li> <li>21. Wike Restoration – CHS Girls Locker Room (\$1,942.50)</li> <li>22. H&amp;R Painting – CHS Cafeteria (\$4,400)</li> <li>23. Precision Cutting – EMS Sidewalk Trip Hazards (\$1,500)</li> </ol> <p>Whitesell – Aye Griffith-Garcia – Aye Ortiz - Aye Phenicie – Aye Yerxa – Aye</p> <p>Vote: (Unanimous)</p>
HEARING OF THE PUBLIC FOR MATTERS ON THE CLOSED SESSION AGENDA	None.
	The board adjourned to closed session at 7:35 PM to consider and/or take action upon the following items:

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1. Negotiations Pursuant to Government Code 54957.6

Agency Representatives: Dwayne Newman, Superintendent; Sheryl Parker, Chief Business Official

Employee Organizations: California Teachers Association, California State Employees Association, and Unrepresented Employees


Instructions to District Negotiators ( *Executive Session of School Board and its designated representatives for the purpose of discussing its position regarding matters within the scope of representation and instructing its designated representatives*)

The board reconvened from Closed Session at 8:08 PM.

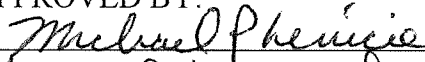
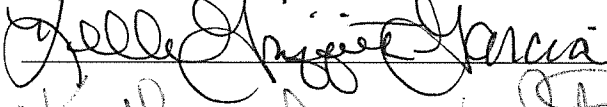
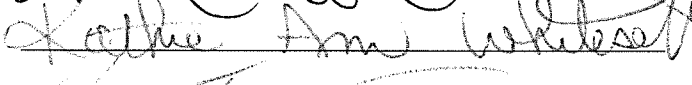
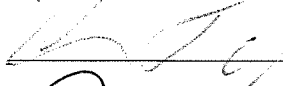
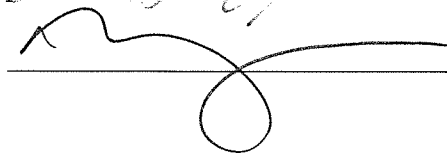
ADJOURNMENT

The meeting was adjourned at 8:10 PM.

Respectfully submitted by Zeba Hone,  
Executive Administrative Assistant

  
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APPROVED BY:

  
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