

WILLITS UNIFIED SCHOOL DISTRICT
BOARD OF TRUSTEES
Regular Meeting
Willits High School, Media Center
299 N Main Street, Willits, California
Wednesday, June 12, 2019
Closed Session – 4:00 p.m.
Open Session – 5:00 p.m.

Public Comments- Individuals may address the Board on regular session agenda items at the time they are under consideration.

MINUTES

1. Call Meeting to Order

Board Clerk Colvig called the meeting to order at 4:00 p.m.

2. Agenda Approval

MSP (Nunez/Chavez) to approve the agenda with the exception of striking closed session Item 4-A, postponed till next week.

Ayes: Colvig, Chavez, King, Nunez

Noes: None

Absent: Bowlds

Abstain: None

3. Public Comments on Closed Session Items

No comments were received.

4. Recess to Closed Session

Board Clerk Colvig recessed to closed session at 4:03 p.m.

A. Approval of Expulsion Stipulated Agreement 2018-19-5 (*G.C.54957*)

B. Approval of Certificated Leave of Absence Request (2) (*G.C.54957*)

C. Labor Negotiations, WTA, CSEA, Classified Confidential, Classified Management, Administration; District Rep, Superintendent (*G.C. 54956*)

5. Reconvene to Open Session

Board Clerk Colvig reconvened to open session at 5:00 p.m.

6. Flag Salute

Board Member King led the flag salute.

7. Report out of Closed Session

Superintendent Westerburg reported that item A was stricken, items B (2) were approved unanimously and no action on item C.

A. Approval of Expulsion Stipulated Agreement Case 2018-19-5 (*G.C. 54957*):
Item was rescheduled for next week's board meeting, family requested and approved.

B. Consideration of Certificated Leave of Absence Request (2) (*G.C.54957*)

MSP (Chavez/King) to approve the certificated leave of absence requests (2) as presented.

Ayes: Colvig, Chavez, King, Nunez

Noes: None

Absent: Bowlds

Abstain: None

C. Labor Negotiations, WTA, CSEA, Classified Confidential, Classified Management, Administration; District Rep., Superintendent (*G.C. 54956*)

No action taken, just advised that negotiations have been settled.

8. Information

A. CDE Approval, J13A, Emergency Closure Day 11/09/2019

B. Summer Programs

Superintendent Westerburg advised of all summer programs in the community providing academic support to students.

9. WTA Comments

Dawn McClelland reported that WTA and the District has come to a contract agreement for next school year and proposed an idea for greater collaboration between WTA, the district and school board outside board meetings to strengthen relationships between all parties.

10. CSEA Comments

CSEA President Dan Green commented that he attended the *emergency management city meeting* concerning potential shut downs of electricity in the community due to wildfire threats. He reported that it was a good year for CSEA. A tentative agreement was agreed upon between CSEA and district and the increase to minimum wage definitely affected the outcome, some members were happy and others were not.

11. Board Comments

Board Member Chavez attended the graduation and promotion ceremonies, both were fantastic, good luck to all the students and thank you to the staff.

Board Member King advised that she was out of town and upon returning met with Superintendent Westerburg and Paula Nunez to catch up in the district. King shared that she went to graduation and was glad she was able to attend. She is impressed with the summer programs and availability of free breakfast and lunches to our students.

Board Member Nunez went to most of the end of the year events. Really nice graduation event and 8th grade promotion. Happy to hear that negotiations are finished. Glad to see summer school has started.

Board Member Colvig enjoyed the promotion and graduation ceremony.

Board President Bowlds- absent

12. Superintendent Comments

Superintendent Westerburg reported that he is glad that negotiations are complete, the contract for CSEA was difficult but we made it through. Westerburg explained fund balance and cash flow.

13. Action Discussion

A. Public Comments on Consent Agenda

No comments

B. Consent Agenda

The consent agenda included the following items: Approval of the Minutes from the Regular Meeting held on May 8, 2019, Approval of Warrant Registers from May 1, 2019-May 31, 2019, Approval of Employee Status Changes (22), Acknowledgement of 4th Quarter Williams Uniform Complaint Report, Approval of Designation of CIF Representatives for 2019/20, Approval of second read/final approval AR 1340; Access to District Records; Approval of second read/final approval BP/AR 3100; Budget; Approval of second read/final approval BP/AR 3260, Fees and Charges; Approval of second read/final approval BP/AR 3515.4, Recovery for Property Loss or Damage; Approval of second read/final approval BP/AR 4030, Nondiscrimination in Employment

MSP (Chavez/King) to approve the consent agenda as presented Pulled item 5/3rd Quarter Williams Report

Ayes: Colvig, Chavez, King, Nunez

Noes: None

Absent: Bowlds

Abstain: None

C. Approval of Provisional Internship Permit (PIP) for Devon Jones, Educational Specialist-Moderate/Severe, Elementary, Certificated Teacher

MSP (King/Chavez) to approve the PIP for Devon Jones as presented.

Ayes: Colvig, Chavez, King, Nunez

Noes: None

Absent: Bowlds

Abstain: None

D. Approval of Provisional Internship Permit (PIP) for Conan McKay, Educational Specialist- Mild/Moderate, Middle School Certificated Teacher

MSP (King/Chavez) to approve the PIP for Conan McKay as presented.

Ayes: Colvig, Chavez, King, Nunez
Noes: None
Absent: Bowlds
Abstain: None

E. Approval of Provisional Internship Permit (PIP) for Amber Pingrey, Educational Specialist- Early Childhood Special Education, Elementary, Certificated Teacher

MSP (King/Chavez) to approve the PIP for Amber Pingrey as presented.

Ayes: Colvig, Chavez, King, Nunez
Noes: None
Absent: Bowlds
Abstain: None

F. Approval of 2019/20 Declaration of Need for Fully Qualified Educators and Annual Statement of Need

MSP (Chavez/King) to approve 2019/20 Declaration of Need for Fully Qualified Educators and Annual Statement of Need

Ayes: Colvig, Chavez, King, Nunez
Noes: None
Absent: Bowlds
Abstain: None

G. Approval of Resolution 2018/19-18, Amended Bylaws of Northern CA School Insurance Group (NCSIG)

MSP (Nunez/King) to approve Resolution 2018/19-18, amended bylaws for NCSIG as presented. ROLL CALL VOTE

Ayes: Colvig, Chavez, King, Nunez
Noes: None
Absent: Bowlds
Abstain: None

H. **PUBLIC HEARING**- 5:15 p.m. Local Control Accountability Plan
The Board of Trustees for the Willits Unified School District will hold a Public Hearing to receive input from the public on matters pertaining to the adoption of the LCAP. The board welcomes public input.

Opened at 5:52 p.m. **ATTACHMENT A**
Supt Westerburg reported on LCAP highlights, goals, funding for 2019/20.
Public hearing closed at 6:20 p.m.

I. **PUBLIC HEARING**- 5:20 p.m. 19/20 Budget. The Board of Trustee of the Willits Unified School District will hold a Public Hearing to receive input from the public on matters pertaining to the adoption of the 19/20 Budget. The board welcomes public input.

Opened at 6:21 p.m. **ATTACHMENT B**
Fiscal Director, Nikki Agenbroad showcased the 2019/20 budget and projections for 20/21 and 21/22.
Public Hearing closed at 6:33 p.m.

J. Board Policy Revision: First Read AR 4161.1/4361.1, Personal Illness/Injury Leave

K. Board Policy Revision: First Read AR 4261.1, Personal Illness/Injury Leave

L. Board Policy Revision: First Read BP/AR 5117, Interdistrict Attendance

M. Board Policy Revision: First Read AR 5125.2, Withholding Grades, Diploma and Transcripts

N. Board Policy Revision: BP 5127, Graduation Ceremonies and Activities

O. Board Policy Revision: BP 5141.33, Head Lice

P. Board Policy Revision: E 5145.6, Parental Notifications

Q. Board Policy Revision: AR 5148, Child Care and Development

R. Board Policy Revision: BB/E 9323.2, Actions by the Board

Board Clerk Colvig and members accepted the board policy revisions above (Items J-R) as a first read.

14. Public Comments for Items Not on the Agenda

Dawn McClelland wanted to thank the transportation department for their support while on the field trip when they had bus problems.

15. Items for future agenda

- Additional meeting to ratify the union contracts

16. Adjournment

MSP (Chavez/King) to adjourn at 6:37 p.m.

Ayes: Colvig, Chavez, King, Nunez

Noes: None

Absent: Bowlds

Abstain: None

Mark Westerburg, Superintendent

Robert Colvig, Board Clerk

WILLITS UNIFIED SCHOOL DISTRICT
SUPPLEMENTAL CONCENTRATION GRANT

Attachment A

LCAP Measures		2018/19 EST ACT AS OF 6/12/19						2019/20 BUDGET ADOPTION AS OF 6/12/19					
Action #	Description	Certificated Salaries	Classified Salaries	Benefits	Books & Supplies	Services & Operating Exp	Total	Certificated Salaries	Classified Salaries	Benefits	Books & Supplies	Services & Operating Exp	Total
1A	CTE	233,596		97,074	-		330,670	235,420		96,099	-		331,519
1B	AVID	3,856	-	955	13,004		17,815	4,000	600	1,000	12,300		17,900
1C	CSR	180,079	-	77,588	-		257,667	244,893	-	103,506	-		348,400
1D	Trimesters	-	-	-	-		-	-	-	-	-		-
1E	ELP/AcaDeca/OdysseyMind	3,540	-	413	5,100	6,070	15,123	4,252	-	708	7,600	6,070	18,630
2A	Odysseyware	-	-	-	8,575		8,575	-	-	-	10,000		10,000
2B	Increase Computers	-	-	-	66,333	9,975	76,308	-	-	-	70,890		70,890
2C	Library	69,709	26,693	49,104	-		145,506	70,475	28,021	49,185	-		147,681
2D	Network Systems	-	172,283	85,580	-		257,863	-	139,548	69,897	-		209,445
2E	Certificated ELD	214,881	-	115,593	650		331,124	158,977	-	64,795	800		224,572
2F	Classified ELD / AIDES	-	82,413	33,210	-		115,623	-	84,569	37,537	-		122,106
2G	Summer Program	-	-	-	-		-	-	-	-	-		-
2G	Sherwood 6-8	67,835	21,825	33,306	-		122,966	61,260	39,725	51,460	-		152,445
2H	Freshman Program	-	-	-	-		-	-	-	-	-		-
2I	Bell Schedule (1.0 FTE BGMS)	56,383	-	25,254	-		81,637	-	-	-	-		-
3A	PE	63,047	88,237	77,358	-		228,641	63,647	92,701	73,946		1,500	231,794
3B	Security	-	52,989	41,575	21,634		116,198	-	54,115	41,661	20,000		115,776
3B	School Intervention	28,708	-	12,453	-		41,161	-	-	-	-		-
3C	Maintain Admin	148,055	-	58,159	-		206,214	148,579	-	58,107	-		206,686
3D	Translation	-	-	-	-		-	-	-	-	-		-
3E	Facilities	-	-	-	68,260	196,740	265,000	-	-	-	75,000	125,000	200,000
3F	Counseling	130,209	-	54,735	107		185,051	134,194	-	53,294	200		187,688
3G	No Admission Fees	-	-	-	39,950		39,950	-	-	-	40,000		40,000
3H	Art/Music	113,477	-	55,355	-		168,833	99,917	-	43,806	-		143,724
	SRO	-	-	-	20,000		20,000	-	-	-	70,000		70,000
	Web Page	-	-	-	-	4,300	4,300	-	-	-	4,300		4,300
	Total	1,313,376	444,440	817,712	243,613	217,085	3,036,226	1,225,614	439,278	745,002	311,090	132,570	2,853,554
	%	43%	15%	27%	8%	7%	100%	43%	15%	26%	11%	5%	100%

Willits Unified School District
2019/20 Budget Adoption

General Fund Budget Comparison

Unrestricted					Restricted					Total											
			Est. Actuals	Budget Adopted	Positive (Negative)	%				Est. Actuals	Budget Adopted	Positive (Negative)	%				Est. Actuals	Budget Adopted	Positive (Negative)	%	
			2018/19	2019/20	Difference	Change				2018/19	2019/20	Difference	Change				2018/19	2019/20	Difference	Change	
Revenues																					
LCFF Funding			110-8099	15,300,974	15,661,503	360,529	2.36%				-	-	-					15,300,974	15,661,503	360,529	2.36%
Federal Revenues			100-8299	-	-	-					1,103,078	1,026,695	(76,383)	-6.92%				1,103,078	1,026,695	(76,383)	-6.92%
State Revenues			100-8599	529,333	265,016	(264,317)	-49.93%				1,269,581	1,232,106	(37,475)	-2.95%				1,798,914	1,497,122	(301,792)	-16.78%
Local Revenues			100-8799	517,748	435,870	(81,878)	-15.81%				1,489,713	1,666,162	176,449	11.84%				2,007,461	2,102,032	94,571	4.71%
Total Revenues				16,348,055	16,362,389	14,334	0.09%				3,862,372	3,924,963	62,591	1.62%				20,210,427	20,287,352	76,925	0.38%
Expenditures																					
Certificated Salaries			100-1999	5,842,357	5,839,353	(3,004)	-0.05%				1,480,217	1,573,065	92,848	6.27%				7,322,574	7,412,418	89,844	1.23%
Classified Salaries			100-2999	2,245,179	2,167,605	(77,574)	-3.46%				988,516	1,030,759	42,243	4.27%				3,233,695	3,198,364	(35,331)	-1.09%
Benefits & Taxes			100-3999	3,921,615	3,956,047	34,432	0.88%				1,577,714	1,674,348	96,634	6.12%				5,499,329	5,630,395	131,066	2.38%
Materials & Supplies			100-4999	606,356	590,990	(15,366)	-2.53%				429,528	353,153	(76,375)	-17.78%				1,035,884	944,143	(91,741)	-8.86%
Operating Expenditure			100-5999	1,872,629	1,875,849	3,220	0.17%				993,823	920,927	(72,896)	-7.33%				2,866,452	2,796,776	(69,676)	-2.43%
Capital Outlay			100-6599	165,761	185,351	19,590	11.82%				70,139	5,000	(65,139)	-92.87%				235,900	190,351	(45,549)	-19.31%
Other Outgo			7xxxx's	-	-	-					-	-	-					-	-	-	
Indirect Costs			100-7399	(490,003)	(481,203)	8,800	-1.80%				421,291	417,507	(3,784)	-0.90%				(68,712)	(63,696)	5,016	-7.30%
Total Expenditures				14,163,894	14,133,992	(29,902)	-0.21%				5,961,228	5,974,759	13,531	0.23%				20,125,122	20,108,751	(16,371)	-0.08%
Revenue less Expenditures				2,184,161	2,228,397	44,236	2.03%				(2,098,856)	(2,049,796)	49,060	-2.34%				85,305	178,601	93,296	109.37%
Other Sources/Uses																					
Transfers In			110-8979	-	-	-					-	-	-					-	-	-	
Contributions			180-8999	(2,110,411)	(2,040,853)	69,558	-3.30%				2,110,411	2,040,853	(69,558)	-3.30%				-	-	-	
Transfers Out			110-7699	(250,035)	(288,876)	(38,841)	15.53%				-	-	-					(250,035)	(288,876)	(38,841)	15.53%
Total Other Sources				(2,360,446)	(2,329,729)	30,717	-1.30%				2,110,411	2,040,853	(69,558)	-3.30%				(250,035)	(288,876)	(38,841)	15.53%
Change in Fund Balance				(176,285)	(101,332)	74,953	-42.52%				11,555	(8,943)	(20,498)	-177.40%				(164,730)	(110,275)	54,455	-33.06%
Beginning Fund Balance				3,975,375	3,799,090	(176,285)	-4.43%				370,681	382,236	11,555	3.12%				4,346,056	4,181,326	(164,730)	-3.79%
Adjustments				-	-	-					-	-	-					-	-	-	
Adj Beg Fund Bal				3,975,375	3,799,090	(176,285)	-4.43%				370,681	382,236	11,555	3.12%				4,346,056	4,181,326	(164,730)	-3.79%
Ending Fund Balance				3,799,090	3,697,758	(101,332)	-2.67%				382,236	373,293	(8,943)	-2.34%				4,181,326	4,071,051	(110,275)	-2.64%
Non Spendable				2,500	2,500	-					-	-	-					2,500	2,500	-	
Restricted				-	-	-					382,236	373,293	(8,943)	-2.34%				382,236	373,293	(8,943)	-2.34%
Committed				-	-	-					-	-	-					-	-	-	
Assigned				699,856	553,232	(146,624)	-20.95%				-	-	-					699,856	553,232	(146,624)	-20.95%
REU				1,222,509	1,223,858	1,349	0.11%				-	-	-					1,222,509	1,223,858	1,349	0.11%
Unassigned				1,874,225	1,918,168	43,943	2.35%				-	-	-					1,874,225	1,918,168	43,943	2.35%