



WILLIAMS UNIFIED SCHOOL DISTRICT

Board of Trustees Regular Meeting

6:00 p.m., Thursday, May 16, 2024

Williams Unified School District Board Room
260 11th Street, Williams, CA

AGENDA

1.0 CALL TO ORDER TIME: _____ PM

2.0 ROLL CALL

3.0 PLEDGE OF ALLEGIANCE

4.0 APPROVAL OF THE AGENDA

Action _____ Motion _____ Second _____ Ayes _____ Noes _____

Roll Call: Abstain _____ Absent _____

Ash aye no / Bautista aye no / Covarrubias aye no / EB Davis aye no / Perez aye no

5.0 AUDIENCE/VISITORS PUBLIC COMMENT – Anyone wishing to address the Board 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.

6.0 SPECIAL RECOGNITION

6.1 Williams Jr/Sr High School and Mid Valley Continuation Students (10-12): 10 – Francisco Martinez, 12 – Isela Ambriz, 12 – Yahir Gomez, 12 – Maribel Hernandez

6.2 Williams Jr/Sr High School Staff Members: Certificated – Steffany Ritchie and Darren Robinson

6.3 Special Acknowledgement of Associated Student Body Board Representative Kimberly Rios

7.0 COMMUNICATION / REPORTS

7.1 Board of Trustees Reports

7.2 Kimberly Rios, Associated Student Body President and Board Representative

7.3 Sandra Ayón, Ed. D., District Superintendent and Secretary to the Board

8.0 PRESENTATIONS

8.1 Williams Jr/Sr High School 3-Year Site Plan WASC

8.2 iReady 3rd Diagnostic

8.3 Satchel Pulse #2

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 (p. 10) April 18, 2024 (Regular)

9.2 (p. 17) **BILLS/WARRANTS** – Request to approve warrants list, special variable payroll.

9.3 **MONTHLY ACCOUNT SUMMARIES** – Request to approve monthly account summaries

9.3.1 (p. 22) General Ledger Report and Bank Reconciliation Report, Williams Elementary & Upper Elementary Schools Checking Account, March 2024.

9.3.2 (p. 24) General Ledger Report and Bank Reconciliation Report, Williams Jr/Sr High School Checking Account, March 2024.

9.4 SERVICE AGREEMENTS/CONTRACTS

9.4.1 (p. 27) 2024-2025 Designation of CIF Representatives to League for Williams Jr/Sr High School.

9.4.2 (p. 28) Cooperative Organization for the Development of Employee Selection Procedures (CODESP) Member Service Agreement for online employment selection materials and training presentations.

9.4.3 (p. 33) Cooperative Organization for the Development of Employee Selection Procedures (CODESP) Agency Security Agreement.

9.4.4 (p. 37) Service Agreements that have cleared the CITE Student Data Privacy Compliance vetting process for current district applications.

9.4.5 (p. 40) M Bar C Construction Change Order Request Number 01 – 04/17/2024

9.4.6 (p. 41) Sunbelt Staffing, LLC Teleservices Agreement for Registered Nurse Services SY 2024-25.

9.4.7 (p. 45) AVID Membership, AVID Weekly and AVID Ignite products for Williams Jr/Sr High School effective July 1, 2024 to June 30, 2025.

9.4.8 (p. 47) Professional Services Agreement between Universal Engineering Sciences and Williams Unified School District for Testing and Inspection Services for the Williams High School Shade Structure project.

9.4.9 (p. 91) Agreement for Student Placement between California State University, Sacramento College of Education and Williams Unified School District.

9.5 ROUTINE PURCHASE ORDERS

	Purchase Order #	Vendor	Amount
9.5.1 (p. 101)	PO24-01194	Pro-Vision Video Systems, Inc.	\$ 27,061.07
9.5.2 (p. 102)	PO24-01198	N&S North Inc dba N&S Tractor	\$ 83,576.00

9.6 APPROVE EXTRA DUTY / VOLUNTEER / STUDENT PERSONNEL REPORTS – Request to approve personnel items relating to Extra Duty, Volunteer and Student personnel reports.

Classification	Position	Status	Name
Extra Duty	Secondary Summer School Bilingual Instructional Aide (in-house only)	Filled	Mariela Meza
Extra Duty	Jr. High Athletic Director (in-house only)	Filled	Lisa Nilsen
Extra Duty	Secondary Summer School Teachers (in-house only) *AM TEACHERS (2 positions, 7:30am – 12:00pm): 1 – Geometry 1 – Physical Education *PM TEACHERS (3 positions, 12:30pm – 3:00pm): 2 – Edgenuity 1 – College Support Teacher	Open	
Extra Duty	Assistant Varsity Football Coach	Open	

9.7 APPROVE CERTIFICATED / CLASSIFIED / CONFIDENTIAL PERSONNEL REPORT- Request to approve personnel items relating to Certificated, Classified and Confidential personnel reports.

Classification	Position	Status	Name
Certificated Management	Secondary Assistant Principal	Open	
Confidential Management	Director of Maintenance, Operations & Transportation	Resignation	Keith Fulcher
Certificated	Health Specialist	Open	
Certificated	Multiple Subjects Teacher	Leave of Absence Request 8/13/24 – 9/20/24	Chelsea Ross
Certificated	Multiple Subjects Teacher	Leave of Absence Request 5/17/24 – 6/3/24	Lizbeth Aceves Salazar
Classified	Technology Support Technician	Open	
Classified	Paraeducator	Filled	Cynthia Pineda
Classified	Paraeducator	Leave of Absence Request 4/29/24 – 5/31/24	Evelyn Garcia

9.8 **APPROVE DISPOSAL OF BOOKS, EQUIPMENT AND SUPPLIES**

9.8.1 (p. 103) Surplus of Technology Equipment

9.9 **APPROVE FIELD TRIP REQUESTS**

9.9.1 (p. 105) Overnight field trip request for the Gear Up Summer Tour, June 11-13, 2024.

9.10 **APPROVE INSTRUCTIONAL MINUTES/ BELL SCHEDULES / MASTER SCHEDULES**

9.10.1 (p. 118) 2024-25 Williams Elementary School Master Schedule

9.10.2 (p. 119) 2024-25 Williams Upper Elementary School Master Schedule

Action _____ Motion _____ Second _____ Ayes _____ Noes _____
Roll Call: Abstain _____ Absent _____

Ash aye no / Bautista aye no / Covarrubias aye no / EB Davis aye no / Perez aye no

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 (p. 120) Consideration and possible action concerning the approval of **Resolution #10-051624: of the Governing Board of the Williams Unified School District Ordering Biennial Election, Specifying the Number of Words for Candidate’s Statements, Requesting Consolidation of the Election, and Determining the Method of Resolving Tie Votes.**

Action _____ Motion _____ Second _____ Ayes _____ Noes _____
Roll Call: Abstain _____ Absent _____

Ash aye no / Bautista aye no / Covarrubias aye no / EB Davis aye no / Perez aye no

10.2 (p. 122) Consideration and possible action concerning the approval of the revised Williams Jr/Sr High School 23-24 School Plan for Student Achievement.

Action _____ Motion _____ Second _____ Ayes _____ Noes _____
Roll Call: Abstain _____ Absent _____

Ash aye no / Bautista aye no / Covarrubias aye no / EB Davis aye no / Perez aye no

10.3 (p. 202) Consideration and possible action concerning the approval of the revised job description for Director of Maintenance, Operations and Transportation.

Action _____ Motion _____ Second _____ Ayes _____ Noes _____
Roll Call: Abstain _____ Absent _____

Ash aye no / Bautista aye no / Covarrubias aye no / EB Davis aye no / Perez aye no

10.4 (p. 206) Consideration and possible action concerning the approval of the revised job description for Chief Business Officer.

Action _____ Motion _____ Second _____ Ayes _____ Noes _____
Roll Call: Abstain _____ Absent _____

Ash aye no / Bautista aye no / Covarrubias aye no / EB Davis aye no / Perez aye no

10.5 (p. 209) Consideration and possible action concerning the approval of the revised job description for Executive Administrative Assistant.

Action _____ Motion _____ Second _____ Ayes _____ Noes _____
Roll Call: Abstain _____ Absent _____

Ash aye no / Bautista aye no / Covarrubias aye no / EB Davis aye no / Perez aye no

10.6 (p. 212) Consideration and possible action concerning the approval of the revised job description for Business Services / Human Resources Technician.

Action _____ Motion _____ Second _____ Ayes _____ Noes _____
Roll Call: Abstain _____ Absent _____

Ash aye no / Bautista aye no / Covarrubias aye no / EB Davis aye no / Perez aye no

10.7 (p. 217) Consideration and possible action concerning the approval of the revised job description for Data Technician.

Action _____ Motion _____ Second _____ Ayes _____ Noes _____
Roll Call: Abstain _____ Absent _____
Ash aye no / Bautista aye no / Covarrubias aye no / EB Davis aye no / Perez aye no

11.0 CORRESPONDENCE

11.1 (p. 220) Letter from the Colusa County Office of Education regarding review of the WUSD 2023-24 Second Interim Report.

12.0 FUTURE MEETING DATES

- 12.1 June 18, 2024 (Special – LCAP & Budget Public Hearing)
- 12.2 June 20, 2024 (Regular)
- 12.3 July 18, 2024 (Regular)
- 12.4 August 15, 2024 (Regular)

13.0 PENDING AGENDA – This is the time to place future items on the Pending Agenda.

- 13.1 Annual Budget SY 2024-2025
- 13.2 Local Control and Accountability Plan (LCAP) SY 2024-2025

14.0 CONVENE TO CLOSED SESSION TIME: ____ PM
Closed Session will be held regarding the following matters:

14.1 Public Employee Performance Evaluation (Gov. Code 54957)
Title: Superintendent

15.0 RECONVENE TO OPEN SESSION TIME: ____ PM
Action Taken During Closed Session:

15.1 Public Employee Performance Evaluation (Gov. Code 54957)
Title: Superintendent

Action _____ Motion _____ Second _____ Ayes _____ Noes _____
Roll Call: Abstain _____ Absent _____
Ash aye no / Bautista aye no / Covarrubias aye no / EB Davis aye no / Perez aye no

16.0 ADJOURNMENT TIME: ____ PM

Action _____ Motion _____ Second _____ Ayes _____ Noes _____
Roll Call: Abstain _____ Absent _____
Ash aye no / Bautista aye no / Covarrubias aye no / EB Davis aye no / Perez aye no

Accommodating Those Individuals with Special Needs – In compliance with the Americans with Disabilities Act, the Williams Unified School District encourages those with disabilities to participate fully in the public meeting process. If you require disability-related accommodations or modifications including auxiliary aids and services in order to participate in the Board meeting, you should notify the Superintendent’s office in writing prior to the regular meeting so that every reasonable effort can be made to accommodate you.

**Agenda Documents: As required in SB 343, agenda documents distributed to the Board less than 72 hours before the meeting are available for public inspection at the Williams Unified School District Office located at 260 11th Street, Williams, California.
THE NEXT REGULARLY SCHEDULED BOARD MEETING WILL BE Thursday, June 20, 2024 AT 6:00 PM.**