

# COTTONWOOD UNION SCHOOL DISTRICT

20512 West First Street  
Cottonwood, California 96022

## AGENDA FOR Tuesday, FEBRUARY 16, 2016, 6:00 P.M.

Regular Board Meeting, West Cottonwood Library

### **Rules and Procedures**

The Cottonwood Union School District Board desires that its meetings be conducted in an open fashion and encourages public participation. Persons attending a meeting who wish to speak concerning an agenda item should notify the Board Chairperson of their desire to speak prior to the start of the meeting and should come forward during the time set aside for public comment and communication. It may be necessary, at times, for the Chairperson to limit discussions due to time considerations.

Arrangements to place an item on the agenda and make a presentation concerning said item must be established with the Superintendent, or any Board Member, at least ten calendar days in advance of the meeting. The request to address the Board shall be submitted in writing and the proposed stated in, or with, the request.

**The board will meet at 6:00 p.m.** to enter into Closed Session. The regular meeting will begin at approximately 6:30 p.m. after Closed Session is over.

PR 1.0 Call Meeting to Order at 6:00 p.m.

PR 2.0 **Public Forum**/Hearing of Persons Wishing to Address the Board regarding any matter to be conducted during Closed Session. (Govt. Code Section 54954.3)

PR 3.0 Administer Oath of Office to newly appointed Board Member **Kimberly Cordova**.

PR 4.0 **Closed Session: The board will meet in closed session to consider and/or take action upon the following items:**

PR 3.1 Pursuant to Government Code Section 54957,  
Public Employee Discipline/Dismissal/Release/Evaluation

**1.0 Call Regular Meeting to Order at 6:30 p.m.**

### Public Notice of Action Taken in Closed Session

**2.0 Pledge of Allegiance**

**3.0 Approval of Agenda**

**4.0 Recognition (Students, Staff, Curriculum)/Curriculum Review –  
Star Performers – North Cottonwood and  
Students of the Month – West Cottonwood.**

**5.0 Public Forum/Hearing of Persons Wishing to Address the Board**

In order to conduct district business in an orderly and efficient manner, the Board requires that public presentations to the Board comply with the following procedures:

At a time so designated on the agenda at a regular meeting, members of the public may bring before the Board matters that are not listed on the agenda. The Board shall take no action or discussion on any item not appearing on the posted agenda, except as authorized by law. (Education Code [35145.5](#), Government Code [54954.2](#)) Without taking action, Board members or district staff members may briefly respond to statements made or questions posed by the public about items not appearing on the agenda. Additionally, on their own initiative or in response to questions posed by the public, a Board or staff member may ask a question for clarification, make a brief announcement, or make a brief report on his/her own activities. (Government Code [54954.2](#))

Furthermore, the Board or a Board member may provide a reference to staff or other resources for factual information, ask staff to report back to the Board at a subsequent meeting concerning any matter, or take action directing staff to place a matter of business on a future agenda.

Comments shall be limited to 3 minutes per person and 20 minutes for all comments, unless different time limits are set by the Chairman subject to the approval of the Board.

## 6.0 Consent Agenda

- 6.1 Review of Consent Agenda
  - 6.1.1 Approval of Board Meeting Minutes for:
    - Regular Board Meeting held on January 19, 2016; and (Pg 4-5)
    - Special Board Meeting held on February 2, 2016 (Pg 6-7)
  - 6.1.2 Accept Letters of Resignation from **Jennifer Fox** and **Brittany Young** – Instructional Assistants (Pg 8-9)
  - 6.1.3 Consider approval of the 3-year contract with **School Innovations & Achievement** – Mandated Cost Service (Pg 10-15)
- 6.2 Approval of Consent Agenda

## 7.0 Discussion/Action Items:

- 7.1 Consider approval of the Commercial Warrants. (Pg 16-36)
- 7.2 Review and accept Independent Financial Audit for the 2014/2015 year. (Pg 37-129)
- 7.3 Board members to complete Statement of Economic Interest Forms. (due to District Office by April 1). The Form 700 and Reference Pamphlet are available for download at <http://www.fppc.ca.gov/index.php?id=500>
- 7.4 Consider approval of the 2016 Local Agency Biennial Notice and review of BB 9270, Conflict of Interest Code. (Pg 130-137)
- 7.5 Consider approval of the AB1200 with the Cottonwood Teachers' Association. (Pg 138-141)
- 7.6 **First Reading: Board Policies/Administrative Regulations (Pg 142-146)**
  - BP/AR 4030 – Nondiscrimination In Employment (Pg 147-156)
  - BP 4121 – Temporary/Substitute Personnel (Pg 157-165)
  - AR 4261.1 – Personal Illness/Injury Leave (Pg 166-175)
  - BP/AR 5111.1 – District Residency (Pg 176-185)
  - BP/AR 5141 – Health Care and Emergencies (Pg 186-192)
  - BP/AR 6142.1 – Sexual Health and HIV/AIDS Prevention Instruction (Pg 193-203)
  - BP/AR 6173 – Education for Homeless Children (Pg 204-216)
  - AR 6173.1 – Education for Foster Youth (Pg 217-228)
  - BP 6179 – Supplemental Instruction (Pg 229-232)
  - BP/AR 3270 – Sale and Disposal of Books, Equipment and Supplies (Pg 233-239)
  - AR 3311 – Bids (Pg 240-250)
  - AR 3512 – Equipment (Pg 251-253)
  - AR 4112.23 – Special Education Staff (Pg 254-260)
  - AR 4119.11/4219.11/4319.11 – Sexual Harassment (Pg 261-265)

BP/AR 4154/4254/4354 – Health and Welfare Benefits (Pg 266-276)  
AR 5112.2 – Exclusions from Attendance (Pg 277-280)  
BP/AR 5141.31 – Immunizations (Pg 281-289)  
BP 6190 – Evaluation of the Instructional Program (Pg 290-294)

**7.7 Discussion of Revision of BP 5131.7, Weapons and Dangerous Instruments. (Pg 295-306)**

**7.8 Discussion of Development of 7-11 Committee.**

**8.0 Informational Items:**

- 8.1 CTA Report
- 8.2 Superintendent’s Report  
- LCAP Update
- 8.3 Principal’s Reports
- 8.4 Annual Report from Mark Boyle, Director, Cottonwood Creek Charter School

**9.0 Information/Communication Items:**

- 9.1 Shasta County Pooled Investment Report for December, 2015. (Pg 307-308)

**10.0 Governing Board Discussion and Suggested Agenda Items.**

**11.0 Future Meetings:**

- 11.1 Regular Board Meeting, **Tuesday, March 15, 2016, 6:30 p.m.** in the West Cottonwood School Library, 20512 W. First Street, Cottonwood, CA 96022.

**12.0 Closed Session: Adjournment to Closed Session during this meeting to consider and/or take action upon the following items:**

- 12.1 Pursuant to Government Code Section 54957,  
Public Employee Discipline/Dismissal/Release/Evaluation

Public Notice of Action Taken in Closed Session

**13.0 Adjournment**

**AMERICAN WITH DISABILITIES ACT NOTICE**

In compliance with the Americans with Disabilities Act, those requiring special assistance to access the Board of Trustees meeting room, to access written documents being discussed at the Board meeting, or to otherwise participate at Board meetings, please contact the District Office at (530) 347-3165. Notification at least 48 hours prior to the meeting will enable the District to make reasonable arrangements to ensure accessibility to the Board meeting and to provide any required accommodation, auxiliary aids or services.

**DOCUMENT AVAILABILITY**

Documents provided to a majority of the Governing Board regarding an open session item on this agenda, including documents distributed to the board less than 72 hours in advance of a board meeting are available for public inspection at the District office located at 20512 West First Street, Cottonwood, CA 96022 during normal business hours.

NOTE: Copies of the agenda, approved board minutes and board packets may be reviewed/downloaded on the Cottonwood Union School District’s website at [www.cwusd.com](http://www.cwusd.com) Each month’s board packet will be available on the website after 3:00 p.m. on the Friday prior to the Regular Board Meeting.

**To review and/or print a board packet:**

Go to [www.cwusd.com](http://www.cwusd.com)

Click on Board of Trustees in the right hand column

Click on Board Meeting Documents in the left hand column, and

Click on Meeting Agendas, Minutes, or Board Meeting Packets to review or download as you would like.