

# COTTONWOOD UNION SCHOOL DISTRICT

20512 West First Street  
Cottonwood, California 96022

## AGENDA FOR Monday, July 24, 2017, 5:30 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 in Closed Session at 5:30 p.m.** The regular meeting will begin after Closed Session is over.

### CS 1.0 **Call meeting to order**

CS 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)

### CS 3.0 **Closed Session:**

**The board will meet in closed session to consider and take possible action on:**

- CS 3.1 Pursuant to Government Code Section 54957.6  
Conference with labor negotiator: Board President  
Unrepresented Employee: Superintendent

### 1.0 **Call Regular Meeting to Order**

Public Notice of Action Taken in Closed Session

### 2.0 **Pledge of Allegiance**

### 3.0 **Approval of Agenda**

### 4.0 **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.

**5.0 Consent Agenda**

5.1 Review of Consent Agenda

- 5.1.1 Approval of Board Meeting Minutes for:
  - Regular Board Meeting held on June 6, 2017 (pg. 3-7)
  - Regular Board Meeting held on June 7, 2017 (pg. 8-9)
  - Special Board Meeting held on July 13, 2017 (pg. 10)

5.2 Approval of Consent Agenda

**6.0 Discussion/Action Items:**

**6.1 Consider ratification of employment agreement with Superintendent.**

**7.0 Informational Items:**

- 7.1 CBO Report
  - Update on Prop 39 projects

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

**9.0 Future Meetings:**

- 11.1 Regular Board Meeting, **Tuesday, August 15, 2017, 6:30 p.m.** in the West Cottonwood School Library, 20512 W. First Street, Cottonwood, CA 96022.

**10.0 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.

**Cottonwood Union School District**

**20512 W. First Street  
Cottonwood, CA 96022**

**MINUTES for Tuesday, June 6, 2017, 6:30 P.M.**  
Regular Board Meeting, West Cottonwood Library

Members Present: Mrs. Cordova, Deidre McDougall, Mr. Iles, Mrs. Semingson, Mr. Vazquez  
Members Absent: None  
Others Present: Superintendent Dr. David Alexander  
Principals: Doug Geren, Don Ray  
Laura Merrick, CBO  
Becky Bragg, Administrative Assistant  
Staff: ten staff members were present along with seventy-five community members

- 1.0 **Call Regular Meeting to Order-** Mr. Vazquez called the regular meeting to order at 6:30 p.m.
- 2.0 **Pledge of Allegiance** led by Mr. Vazquez.
- 3.0 **Approval of Agenda**  
**ACTION:** Mrs. Cordova moved, seconded by Mrs. Semingson, to approve the agenda as presented  
**VOTE:** Unanimous in favor
- 4.0 **Recognition (Students, Staff, Curriculum)/Curriculum Review –**  
**Star Performers- North Cottonwood-** nineteen students recognized  
**Students of the Month- West Cottonwood-** three students recognized
- 5.0 **Public Forum/Hearing of Persons Wishing to Address the Board –**  
Mrs. Powers, teacher, spoke about Mr. Geren's long history in Cottonwood.
- 6.0 **Consent Agenda**
  - 6.1 **Review of Consent Agenda**
    - 6.1.1 Approval of Board Meeting Minutes for:  
Regular Board Meeting held on May 9, 2017  
Special Board Meeting held on May 25, 2017
    - 6.1.2 Accept Letter of Resignation from **Cindy Kiou**- Bus Driver
    - 6.1.3 Approval of rescinded layoff notices to the following teachers:  
**Teri Doty, Tawnya Hiscock, Omeara Watson, and Melissa Wierzbicki**
    - 6.1.4 Approval of the following contracts for 2017/18:  
**Anderson Union School District-** Technology Services  
**Project Share-** After School Program at West Cottonwood  
**Gateway Unified School District-** Great Partnership Extended School Year Services
  - 6.2 **Approval of Consent Agenda**  
**ACTION:** Mrs. Semingson moved, seconded by Mrs. Cordova, to approve the Consent Agenda as presented  
**VOTE:** Unanimous in favor

**7.0 Discussion/Action Items:**

**7.1 Consider approval of the License Agreement between Cottonwood Union School District and Cottonwood Little League**

**ACTION:** No action was taken. The License Agreement will be corrected and brought back for approval

**7.2 Consider approval of the Commercial Warrants**

**ACTION:** Mrs. Semingson moved, seconded by Mrs. Cordova, to approve the Commercial Warrants

**VOTE:** Unanimous in favor

**7.3 Consider approval of Resolution #2017-2, authorizing the Governing Board to transfer budgeted funds from the designated fund balance or the unappropriated fund balance to any expenditure classification or between expenditure classifications for year-end closing.**

**ACTION:** Mrs. Semingson moved, seconded by Mrs. Cordova, to approve Resolution #2017-2

**VOTE:** Unanimous in favor

**7.4 Public Hearing – Review the Local Control Accountability Plan (LCAP) for the 2017/2018 year. (The plan will be presented for approval to the board on June 7, 2017.)**

Mr. Vazquez opened the public hearing and requested any comments from the public. There were no comments at this time. The public hearing was closed.

**7.5 Public Hearing on proposed 2017/2018 District Budgets.**

**(The 2017/2018 District Budgets will be presented for approval to the board on June 7, 2017.)**

**Fund 01 - General Fund**

**Fund 13 - Cafeteria Fund**

**Fund 17 - Special Reserve Fund**

**Fund 25 – Capital Facilities Fund**

**Fund 51 – Bond Interest & Redemption Fund**

**Fund 20 – Retiree Fund**

**Narrative, Summary of Inter-Fund Activities, Attendance Detail, Cash Flow, Multi-Year Projections and Criteria and Standards are submitted for review and approval.**

Mr. Vazquez opened the public hearing and requested any comments from the public. Mrs. Merrick, CBO, answered questions regarding the budget. The public hearing was closed.

**7.6 Consider approval of Resolution #2017-3, Regarding the Education Protection Account (EPA) for 2017-2018.**

**ACTION:** Mrs. Cordova moved, seconded by Mrs. Semingson, to approve Resolution #2017-3

**VOTE:** Unanimous in favor

- 7.7 **Consider approval of Resolution #2017-4, Authorization for 2017/2018 Interfund Temporary Cash Transfers**  
**ACTION:** Mrs. Cordova moved, seconded by Mrs. Semingson, to approve Resolution #2017-4  
**VOTE:** Unanimous in favor
- 7.8 **Consider approval of Resolution #2017-5, Uniform Public Construction Cost Accounting Procedures**  
**ACTION:** Mr. Iles moved, seconded by Mrs. Cordova, to approve Resolution #2017-5  
**VOTE:** Unanimous in favor
- 7.9 **Consider approval of the Annual Declaration of Need for Fully Qualified Educators for the 2017/2018 school year.**  
**ACTION:** Mrs. Semingson moved, seconded by Mrs. Cordova, to approve the Annual Declaration of Need for Fully Qualified Educators for the 2017/2018 school year.  
**VOTE:** Unanimous in favor
- 7.10 **Consider approval of the Tentative Agreement and AB1200 with the Cottonwood Teachers' Association.**  
**ACTION:** Mrs. Cordova moved, seconded by Mrs. Semingson, to approve the Tentative Agreement and AB1200 with the Cottonwood Teachers' Association.  
**VOTE:** Unanimous in favor
- 7.11 **Consider approval of the amended Cottonwood Creek Charter School Operational MOU for the 2017/18 through the 2019/20 fiscal years.**  
**ACTION:** Mrs. Semingson moved, seconded by Mrs. Cordova, to approve the amended Cottonwood Creek Charter School Operational MOU for the 2017/18 through the 2019/20 fiscal years.  
**VOTE:** Unanimous in favor
- 7.12 **Consider approval of salary schedules for Chief Business Official and Payroll/ Accounts Payable/ Human Resources Coordinator.**  
**ACTION:** Mrs. Cordova moved, seconded by Mrs. Semingson, to approve the of salary schedules for Chief Business Official and Payroll/ Accounts Payable/ Human Resources Coordinator.  
**VOTE:** Unanimous in favor
- 7.13 **Consider approval of the establishment of a Committee on Assignment to approve elective course assignments.**  
**ACTION:** Mrs. McDougall moved, seconded by Mrs. Cordova, to approve the establishment of a Committee on Assignment to approve elective course assignments.  
**VOTE:** Unanimous in favor
- 7.14 **Consider approval of Resolution #2017-6, Authorizing the Chief Business Official to Sign Contracts, Correspondences, Notices, Reports, and Documents in the Absence of the Superintendent.**  
**ACTION:** Mrs. Cordova moved, seconded by Mr. Iles, to approve the Resolution #2017-6.  
**VOTE:** Unanimous in favor

**7.15 Consider approval of the attached Personnel Request Form for the 2017/18 School Year: Instructional Aide- 3.75hrs**

**ACTION:** Mrs. Cordova moved, seconded by Mrs. Semingson, to approve the Personnel Request Form for the 2017/18 School Year: Instructional Aide- 3.75hrs

**VOTE:** Unanimous in favor

**7.16 Consider approval of the Right of Way Contract and Easement Deed with the County of Shasta for the Gas Point Road Widening Project.**

**ACTION:** No action was taken. The Right of Way Contract will be reviewed and brought back for approval

**7.17 Consider approval of the 2016-17 Single Plan for Student Achievement- West Cottonwood Junior High**

**ACTION:** Mrs. Cordova moved, seconded by Mrs. Semingson, to approve the 2016-17 Single Plan for Student Achievement- West Cottonwood Junior High

**VOTE:** Unanimous in favor

**7.18 Consider approval of the 2016-17 Single Plan for Student Achievement- North Cottonwood School**

**ACTION:** Mrs. Semingson moved, seconded by Mrs. McDougall, to approve the 2016-17 Single Plan for Student Achievement- North Cottonwood Junior High

**VOTE:** Unanimous in favor

**7.19 Consider approval of the Comprehensive School Safety Plan- West Cottonwood Junior High**

**ACTION:** Mrs. Semingson moved, seconded by Mrs. McDougall, to approve the Comprehensive School Safety Plan- West Cottonwood Junior High

**VOTE:** Unanimous in favor

**7.20 Consider approval of the Comprehensive School Safety Plan- North Cottonwood School**

**ACTION:** Mrs. Semingson moved, seconded by Mrs. McDougall, to approve the Comprehensive School Safety Plan- North Cottonwood Junior High

**VOTE:** Unanimous in favor

**8.0 Informational Items:**

**8.1 CTA Report-** None at this time.

**8.2 Superintendent's Report-** California School Dashboard and Local Indicator Reports- Dr. Alexander shared new information on the Dashboard and Local Indicator Reports.

**8.3 Principal's Reports**

**Mr. Ray** shared that North Cottonwood had a great year. Open house had a great turn out, they have had many field trips and activities, and ended the school year with a successful water day. They will end the week with 2 teacher planning days for the next school year.

**Mr. Geren** shared that West Cottonwood had a great end of the year including countless field trip and activities for the students. A new Ag teacher and guitar teacher are ready to start electives next year, a student set a new AR record, and graduation will be held tomorrow.

**8.4 CBO Report**

**-Sale of East Cottonwood School-** Mrs. Merrick, CBO, gave an update on the sale of East Cottonwood and options on payments and interest.

**9.0 Information/Communication Items:**

- 9.1 Enrollment Report
- 9.2 Shasta County Pooled Investment Report for April 28, 2017
- 9.3 Fiscal Reports from School Services of California dated April 8, 2016 and May 6, 2016

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

**11.0 Future Meetings:**

- 11.1 Regular Board Meeting, **Wednesday, June 7, 2017, 6:30 p.m.** in the West Cottonwood School Library, 20512 W. First Street, Cottonwood, CA 96022.
- 11.2 Regular Board Meeting, **Tuesday, August 15, 2017, 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 at 8:20 p.m. to consider and/or take action upon the following items:**

- 12.1 Pursuant to Government Code Section 54957, Public Employee Discipline/Dismissal/Release/Evaluation
- 12.2 Pursuant to Government Code Section 54957.6 Conference with Labor Negotiator: District Negotiator: Superintendent Alexander RE: Unrepresented Employees

Public Notice of Action Taken in Closed Session

No Action Taken

**13.0 Adjournment-** the meeting adjourned at 9:15 p.m.

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Tom Vazquez, President

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Kim Cordova, Clerk

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Matt Iles, Member

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Deidre McDougall, Member

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Judy Semingson, Member

**Cottonwood Union School District**

**20512 W. First Street  
Cottonwood, CA 96022**

**MINUTES for Wednesday, June 7, 2017, 6:30 P.M.**  
Regular Board Meeting, West Cottonwood Library

Members Present: Mrs. Cordova, Deidre McDougall, Mr. Iles, Mrs. Semingson, Mr. Vazquez  
Members Absent: None  
Others Present: Superintendent Dr. David Alexander  
Principals: Doug Geren, Don Ray  
Laura Merrick, CBO  
Becky Bragg, Administrative Assistant  
Staff: one staff member was present

- 1.0 **Call Regular Meeting to Order-** Mr. Vazquez called the regular meeting to order at 6:30 p.m.
- 2.0 **Pledge of Allegiance** led by Mr. Vazquez.
- 3.0 **Approval of Agenda-**  
**ACTION:** Mrs. Cordova moved, seconded by Mrs. Semingson, to approve the agenda as presented  
**VOTE:** Unanimous in favor
- 4.0 **Public Forum/Hearing of Persons Wishing to Address the Board –**  
None at this time
- 5.0 **Discussion/Action Items:**
  - 5.1 **Consider approval of the Local Control Accountability Plan (LCAP) for the 2017/18 year**  
**ACTION:** Mrs. Semingson moved, seconded by Mrs. Cordova, to approve the Local Control Accountability Plan (LCAP) for the 2017/18 year  
**VOTE:** Unanimous in favor
  - 5.2 **Consider approval of the proposed 2017/18 District Budget**  
**ACTION:** Mrs. Cordova moved, seconded by Mrs. Iles, to approve the proposed 2017/18 District Budget  
**VOTE:** Unanimous in favor
- 6.0 **Governing Board Discussion and Suggested Agenda Items.**  
The board discussed the responsibilities of the site clerk.
- 7.0 **Future Meetings:**
  - 7.1 Regular Board Meeting, **Tuesday, August 15, 2017, 6:30 p.m.** in the West Cottonwood School Library, 20512 W. First Street, Cottonwood, CA 96022.



**8.0 Adjournment-** the meeting adjourned at 8:03 p.m.

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Tom Vazquez, President

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Kim Cordova, Clerk

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Matt Iles, Member

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Deidre McDougall, Member

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Judy Semingson, Member

**Cottonwood Union School District  
20512 W. First Street  
Cottonwood, CA 96022**

**MINUTES for Thursday, July 13, 2017, 5:00 P.M.**  
Special Board Meeting, West Cottonwood Library

Members Present: Mrs. Cordova, Mr. Iles, Mrs. McDougall, Mrs. Semingson, Mr. Vazquez  
Members Absent: None  
Others Present: Laura Merrick, Business Manager

- 1.0 **Call Special Meeting to Order-** Mr. Vazquez called the regular meeting to order at 5:00 p.m.
- 2.0 **Pledge of Allegiance** led by Mr. Vazquez.
- 3.0 **Approval of Agenda**  
**ACTION:** Mrs. Semingson moved, seconded by Mr. Iles, to approve the agenda as presented.  
**VOTE:** Unanimous in favor
- 4.0 **Public Forum/Hearing of Persons Wishing to Address the Board regarding any matter on this agenda. (Govt. Code Section 54954.3)**  
None
- 5.0 **Closed Session: Adjournment to Closed Session during this meeting to consider and/or take action upon the following items:**
  - 5.1 Pursuant to Government Code Section 54957,  
Public Employee Appointment/Employment – Superintendent

**Public Notice of Action taken in Closed session**

The Board reconvened in Open Session and Mr. Vazquez made the following announcement:

The Board has appointed Doug Geren as Superintendent by the following vote: Motion by Mrs. Cordova, second by Mrs. McDougall with a 3-1 vote (Semingson opposed)

**Open Session:**

- 6.0 **Consider approval to reset regular board meeting schedule for 2017.**  
**ACTION:** Mrs. McDougall moved, seconded by Mr. Iles, to approve Resolution 2017-7.  
**VOTE:** Unanimous in favor
- 7.0 **Adjournment-** the meeting adjourned at 11:05p.m.

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Tom Vazquez, President

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Kim Cordova, Clerk

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Matt Iles, Member

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Deidre McDougall, Member

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Judy Semingson, Member