

**HAMILTON UNIFIED SCHOOL DISTRICT**  
**REGULAR BOARD & ORGANIZATIONAL MEETING MINUTES**  
**Hamilton High School Library/Zoom/Facebook Live**  
**620 Canal Street, Hamilton City, CA 95951**  
Wednesday, December 14, 2022  
[www.husdschools.org](http://www.husdschools.org)

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5:30 p.m. Public session for purposes of opening the meeting only  
5:30 p.m. Closed session to discuss closed session items listed below (For Board Only)  
6:00 p.m. Reconvene to open session no **later** than 6:30 p.m.

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*Hamilton Unified School District Board Meetings are open to the public. Please join the meeting by attending in person or via the livestream on Facebook Live on the District's Facebook Group page or through the below Zoom link or dial by phone as listed below:*

**Join Zoom Meeting**

<https://us02web.zoom.us/j/84688330892?pwd=aGdCb1VRZFgyTURmeW5POUU5WHIVZz09>

Meeting ID: 846 8833 0892

Passcode: board



Dial in by phone:

+1 669 900 6833 US

Meeting ID: 846 8833 0892

Passcode: 826421

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**1.0 OPENING BUSINESS:**

a. Call to order and roll call at 5:32 p.m.

✓ Hubert "Wendell" Lower, President	✓ Rod Boone, Clerk	✓ Gabriel Leal
✓ Genaro Reyes	✓ Ray Odom	

**2.0 IDENTIFY CLOSED SESSION ITEMS:**

**3.0 PUBLIC COMMENT ON CLOSED SESSION ITEMS:** Public comment will be heard on any closed session items. The board may limit comments to no more than three minutes per speaker and 15 minutes per item. None

**4.0 ADJOURN TO CLOSED SESSION:** To consider qualified matters. at 5:32 p.m.

- a. Government Code Section 54957, Personnel Issue. To consider public employee, evaluation, reassignment, resignation, release, dismissal, or discipline of a classified and/or certificated employee.
- b. Government Code Section 54957.6, Labor Negotiations. To confer with the District's Labor Negotiator, Superintendent Jeremy Powell regarding HTA and CSEA negotiations.
- c. Conference with labor Negotiator Gov. Code sec. 54957.6, subd. (a). Agency designated representative: Dr. Jeremy Powell; Employee Organization: Hamilton Teachers Association.

*Report out action taken in closed session. No action.*

**5.0 PUBLIC SESSION/FLAG SALUTE:** at 6:01 p.m. lead by Mr. Boone

**6.0 ADOPT THE AGENDA: (M)**

Ms. Hamman noted that item 15.0.b. Resolution 22-23-102 should refer to the fiscal year 2023-24, not 2022-23 as indicated.

Motion to adopt the agenda with the noted change by Mr. Leal 2<sup>nd</sup> by Mr. Reyes. Motion Carried 5-0

Leal: AYE	Lower: AYE
Boone: AYE	Reyes: AYE
Odom: AYE	

**7.0 AJOURN TO ORGANIZATIONAL MEETING: at 6:03 p.m.**

- a. Administration of oath of office for re-appointed board members

Mr. Oseguera administered the oath of office to the below re-appointed board members:

- i. Genaro Reyes
- ii. Ray Odom
- b. Seating of board members
  - i. Elect 2023 Board President
    1. Mr. Odom nominated Mr. Boone for 2023 Board President
    2. Mr. Boone respectfully declined the nomination
    3. Mr. Leal nominated Mr. Lower for 2023 Board President
    4. Mr. Odom voted to close nominations

Motion to nominate Mr. Lower for 2023 Board President by Mr. Leal 2<sup>nd</sup> by Mr. Odom. Motion Carried 5-0

Leal: AYE	Lower: AYE
Boone: AYE	Reyes: AYE
Odom: AYE	

- ii. Elect 2023 Board Clerk
  1. Mr. Reyes nominated Mr. Boone for 2023 Board Clerk
  2. Mr. Leal 2<sup>nd</sup> the nomination
  3. Mr. Boone accepted the nomination
  4. Mr. Odom moved to close the nominations

Motion to nominate Mr. Boone for 2023 Board Clerk by Mr. Reyes 2<sup>nd</sup> by Mr. Leal. Motion Carried 5-0

Leal: AYE	Lower: AYE
Boone: AYE	Reyes: AYE
Odom: AYE	

- c. Set 2023 Board Meeting Dates (p. 8)

Motion to set the meeting dates as posted by Mr. Reyes 2<sup>nd</sup> by Mr. Leal. Motion Carried 5-0

Leal: AYE	Lower: AYE
Boone: AYE	Reyes: AYE
Odom: AYE	

**8.0 CLOSE ORGANIZATIONAL MEETING AND RE-OPEN REGULAR MEETING at 6:10 p.m.**

**9.0 COMMUNICATIONS/REPORTS:**

- a. Board Member Comments/Reports
  - i. Mr. Odom requested an item be placed on the next meeting agenda to consider developing a plan that includes building a gym on the current property to avoid the fees for building on the new property.
- b. ASB President and Student Council President Reports
  - i. Hamilton High School – Alyssa Fox (absent)
  - ii. Hamilton Elementary School (none)
- c. District Reports (written)
  - i. Technology Report by Frank James (p. 9)
  - ii. Nutrition Services Report by Erendida Moreno (p. 10)
  - iii. Operations Report by Alan Joksch (p. 11)
- d. Principal and Dean of Student Reports (written)

- i. Ulises Tellechea, Hamilton Elementary School Principal (p. 12)
- ii. Maria Reyes, District Dean of Students (handout)
- iii. Cris Oseguera, Hamilton High School Principal (handout)
- iv. Silvia Robles, Adult School (presentation)
- e. Chief Business Official Report by Kristen Hamman (1<sup>st</sup> Interim)
- f. Superintendent Report by Jeremy Powell (written) (p.15)

**10.0 PRESENTATIONS:**

- a. Hamilton Adult School presented by Silvia Robles (p. 16)
- b. Dangers of Fentanyl presented by Dr. Garrison

**11.0 CORRESPONDENCE:**

- a. None

**12.0 INFORMATION ITEMS:**

- a. HUSD Enrollment History for 5 years (p. 29)
- b. Bond Status: Fund 21 Update (p. 31)
- c. Hamilton Elementary Restroom Renovation, Trash Enclosure & Solar Array Projects Updates
  - i. Ms. Wilhelm gave updates on the projects
- d. GCOE request that deadlines for all Glenn County Schools and Glenn County Office of Education financial audits be extended until March 21, 2023 due to the network attack on May 10, 2022. (p. 36)
  - i. Ms. Hamman reviewed the memo

**13.0 DISCUSSION ITEMS:**

- a. None

**14.0 PUBLIC COMMENT:** Public comment on any item of interest to the public that is within the Board’s jurisdiction will be heard (agenda and non-agenda items). The Board may limit comments to no more than three minutes per speaker and 15 minutes per topic. Public comment will also be allowed on each specific action item prior to board action thereon. Mr. Oseguera made comments on the MEChA giving tree and the canned food drive

**15.0 ACTION ITEMS:**

- a. Authorize staff to circulate Request for Qualifications (RFQ) and assemble a selection committee to evaluate responses for the purpose of making a recommendation to the Board for services related to the development of the Facilities Master Planning Services (p. 37)

Motion to authorize by Mr. Odom 2<sup>nd</sup> by Mr. Leal.

Motion Carried 5-0

Leal: AYE	Lower: AYE
Boone: AYE	Reyes: AYE
Odom: AYE	

- b. Ratify agreement with lowest responsive bidder, United Building Contractors, for the Hamilton Elementary Restroom Alterations project. (p. 40)

Motion to ratify by Mr. Leal 2<sup>nd</sup> by Mr. Boone.

Motion Carried 5-0

Leal: AYE	Lower: AYE
Boone: AYE	Reyes: AYE
Odom: AYE	

- c. Approve updated Classified employee job descriptions: (p. 42)
  - i. Administrative Services Technician
  - ii. Business Services Technician
  - iii. Child Nutrition Assistant
  - iv. Child Nutrition Lead
  - v. District Bus Driver
  - vi. District Custodian
  - vii. District Universal – Maintenance & Transportation
  - viii. Licensed Vocational Nurse (LVN)
  - ix. Office Assistant I, HHS
  - x. Office Assistant I, HES
  - xi. Preschool Assistant

- xii. Preschool Teacher
- xiii. Special Education Paraprofessional
- xiv. Student Services and Library Coordinator
- xv. (Job descriptions not included for approval: Campus Supervisor/Crossing Guard and Paraeducator/Library Media Technician due to continued review by CSEA unit)

Motion to approve all by Mr. Boone 2<sup>nd</sup> by Mr. Leal.

Motion Carried 5-0

Leal: AYE	Lower: AYE
Boone: AYE	Reyes: AYE
Odom: AYE	

- d. Adopt Resolution# 22-23-102 Authorize designated personnel (Dr. Powell and Ms. Hamman) to sign contract documents for the fiscal year ~~2022-23~~ **2023-24** for child care and development services – CDE. (p. 77)

Motion to adopt Resolution# 22-23-102 to authorize designated personnel to sign contract documents for the fiscal year 2023-24 for child care and development services by Mr. Leal 2<sup>nd</sup> by Mr. Boone. Motion Carried 5-0

Leal: AYE	Lower: AYE
Boone: AYE	Reyes: AYE
Odom: AYE	

- e. Approve purchase of field mower deck from Industrial Power Products (p. 107)

Motion to approve purchase by Mr. Leal 2<sup>nd</sup> by Mr. Boone.

Motion Carried 5-0

Leal: AYE	Lower: AYE
Boone: AYE	Reyes: AYE
Odom: AYE	

- f. Approve 2022-23 First Interim Report (handout)

- i. Ms. Hamman reviewed the First Interim Report and responded to comments and questions from Board Members
- ii. Mr. Odom requested that at the next Board Meeting we consider increasing annual transfer from the General Fund (01) to Deferred Maintenance Fund (14) from \$53,000 to \$75,000
- iii. Mr. Odom requested that at the next Board Meeting we consider starting an annual transfer from the General Fund (01) to the special reserve fund for future projects
- iv. Ms. Hamman suggested that at the next Board Meeting we may consider possibly holding back a certain percent of reserves to establish an available reserve level

Motion to approve 2022-23 First Interim Report by Mr. Leal 2<sup>nd</sup> by Mr. Odom.

Motion Carried 4-0

Leal: AYE	Lower: AYE
Boone: Absent	Reyes: AYE
Odom: AYE	

- g. Approve Developer Fee Report 2021-22 (p. 110)

- i. Ms. Hamman reviewed the report
- ii. Mr. Odom made comments

Motion to approve Developer Fee Report 2021-22 Report by Mr. Odom 2<sup>nd</sup> by Mr. Leal. Motion Carried 4-0

Leal: AYE	Lower: AYE
Boone: Absent	Reyes: AYE
Odom: AYE	

- h. Approve Heartland School Solutions proposal for Mosaic Cloud for food services management. (p. 112)

- i. Ms. Hamman reviewed the proposal

Motion to approve 2022-23 First Interim Report by Mr. Leal 2<sup>nd</sup> by Mr. Reyes.

Motion Carried 5-0

Leal: AYE	Lower: AYE
Boone: AYE	Reyes: AYE
Odom: AYE	

- i. CSBA Policies review for second readings for discussion and adoption (p. 116)
  - i. Board Policy 4140: Bargaining Units
  - ii. Board Policy 4240: Bargaining Units
  - iii. Board Policy 4340: Bargaining Units
  - iv. Administrative Regulation 4161.2: Personal Leaves
  - v. Administrative Regulation 4261.2: Personal Leaves
  - vi. Administrative Regulation 4361.2: Personal Leaves
  - vii. Administrative Regulation 4161.5: Military Leave
  - viii. Administrative Regulation 4261.5: Military Leave
  - ix. Administrative Regulation 4361.5: Military Leave
  - x. Board Policy 4216: Probationary/Permanent Status
  - xi. Board Policy 4218: Dismissal/Suspension/Disciplinary Action
  - xii. Administrative Regulation 4218: Dismissal/Suspension/Disciplinary Action
  - ~~xiii. Board Policy 6146.1: High School Graduation Requirements~~
  - xiv. Administrative Regulation 6146.1: High School Graduation Requirements
    - 1. Delete
  - xv. Board Policy 6158: Independent Study
  - xvi. Administrative Regulation 6158: Independent Study
  - ~~xvii. Board Policy 6178: Career Technical Education~~
  - xviii. Administrative Regulation 6178: Career Technical Education
  - xix. Board Policy 6200: Adult Education
  - xx. Administrative Regulation 6200: Adult Education
  - xxi. Board Policy 7150: Site Selection and Development
  - xxii. Administrative Regulation 7150: Site Selection and Development
  - xxiii. Board Policy 9100: Organization
    - 1. Option 1

Motion to adopt by Mr. Odom 2<sup>nd</sup> by Mr. Boone.

Motion Carried 4-0

Leal: AYE	Lower: AYE
Boone: AYE	Reyes: AYE
Odom: AYE	

**16.0 CONSENT AGENDA:** Items in the consent agenda are considered routine and are acted upon by the Board in one motion. There is no discussion of these items prior to the Board vote and unless a member of the Board, staff, or public request specific items be discussed and/or removed from the consent agenda. Each item on the consent agenda approved by the Board shall be deemed to have been considered in full and adopted as recommended.

- a. Minutes from Regular Board Meeting on October 26, 2022 (p. 122)
- b. Williams Quarterly Report for October 2022 (p. 127)
- c. Williams Quarterly Report for July 2022 (p. 128)
- d. Winter Break 2022-23 Office Hours (p. 129)
- e. Warrants and Expenditures (p. 130)
- f. Interdistrict Transfers (new only; elementary students reapply annually).
  - i. Out
    - 1. Hamilton Elementary School
      - a. None
    - 2. Hamilton High School
      - a. None
  - ii. In
    - 1. Hamilton Elementary School
      - a. None
    - 2. Hamilton High School
      - a. None
- g. Personnel Actions as Presented:
  - i. New hires:
    - 1. None
  - ii. Resignations/Retirement:

1. None

Motion to approve consent agenda by Mr. Leal 2<sup>nd</sup> by Mr. Boone.

Motion Carried 5-0

Leal: AYE	Lower: AYE
Boone: AYE	Reyes: AYE
Odom: AYE	

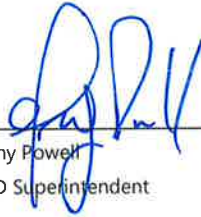
**17.0 ADJOURNMENT:** at 8:17 p.m. in respect of Bill Corneliussen and Wanda Zimmerman

X



Rod Boone  
HUSD Board Clerk

X



Jeremy Powell  
HUSD Superintendent