



WILLIAMS UNIFIED SCHOOL DISTRICT

Board of Trustees Regular Meeting

6:00 p.m., Thursday, August 21, 2025
Williams Unified School District Board Room
260 11th Street, Williams, CA

A G E N D A

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 _____
Covarrubias ☐ aye ☐ no / EB Davis ☐ aye ☐ no / Manor ☐ aye ☐ no / Perez ☐ aye ☐ no / Solis ☐ 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 PUBLIC HEARING TIME: ____ PM

6.1 (p. 9) Adoption of AP English Textbooks for Williams Jr/Sr High School:

<u>TITLE</u>	<u>PUBLISHER</u>	<u>GRADE(S)</u>	<u>COPYRIGHT</u>	<u>ISBN #</u>
The Language of Composition	Bedford/St. Martin's	11	2023	978-1319409258

7.0 CLOSE PUBLIC HEARING TIME: ____ PM

8.0 COMMUNICATION / REPORTS

- 8.1 Evelyn Guevara, Associated Student Body President and Board Representative
- 8.2 Board of Trustees Reports
- 8.3 Sandra Ayón, Ed. D., District Superintendent and Secretary to the Board
- 8.4 Elizabeth Giles, District Advocates Group – Bond Update

9.0 PRESENTATIONS

- 9.1 (p. 10) Williams USD Reach All Students
- 9.2 Board and Superintendent Goals
- 9.3 Elementary Summer School Overview – Michelle Jorge
- 9.4 Technology Summer Update – Lisa Nilsen
- 9.5 Maintenance Summer Update – Shannon Deitz

10.0 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.

10.1 BOARD MINUTES – Request to approve Board minutes

10.1.1 (p. 23) July 17, 2025 (Regular)

10.2 (p. 29) BILLS/WARRANTS – Request to approve warrants list, special variable payroll.**10.3 MONTHLY ACCOUNT SUMMARIES** – Request to approve monthly account summaries

10.3.1 (p. 32) General Ledger Report and Bank Reconciliation Report, Williams Elementary School Checking Account, May and June 2025.

10.4 SERVICE AGREEMENTS / CONTRACTS

10.4.1 (p. 36) City of Williams Permit to Enter and Construct related to the E Street Complete Streets Project.

10.4.2 (p. 39) Memorandum of Understanding between the Colusa County Office of Education and Williams Unified School District for Services of the School Attendance Review Board (SARB).

10.4.3 (p. 41) EMCOR Services / Mesa Energy Systems, Inc. Quote for Williams Jr/Sr High School for removal and replacement of the office and counseling office unit.

10.4.4 (p. 44) James Marta & Company LLP Engagement Letter for Performance Audit and Financial Audit for Measure B General Obligation Bonds.

10.4.5 (p. 56) McGraw Hill Quote for a 3-Year Renewal of ELA Reading Wonders California and Lectura Maravillas for Grades K-3.

10.4.6 (p. 65) TPT School Express Funds Teacher Synergy LLC Quote for Williams Elementary School for SY 25-26.

10.4.7 (p. 66) Confirmation to Wilmington Trust that Williams Unified School District has made adequate provision in its annual budget for the payment of Lease Payments 2016 Certificates of Participation (COP).

10.4.8 (p. 67) Written Certification for Wilmington Trust stating compliance with the provisions in Section 5.7 of the Lease Agreement 2016 COP.

10.4.9 (p. 68) Confirmation to Wilmington Trust that Williams Unified School District has made adequate provision in its annual budget for the payment of Lease Payments 2019 COP.

10.4.10 (p. 69) Written Certification for Wilmington Trust stating compliance with the provisions in Sections 5.3- 5.7 of the Lease Agreement 2019 COP.

10.4.11 (p. 70) EMCOR Services / Mesa Energy Systems, Inc. Quote for Rental of two 1.5 ton move and cool units for the office and counseling office rooms.

10.4.12 (p. 73) EMCOR Services / Mesa Energy Systems, Inc. Equipment Repair Estimate for Williams High School, Room 315.

10.4.13 (p. 75) SnL Group Inc Proposal & Contract PCO#1 Added Double Check Detector.

10.4.14 (p. 81) SnL Group Inc Proposal & Contract PCO#2 Electrical Trenching & Conduit Credit.

10.4.15 (p. 86) SnL Group Inc Proposal & Contract PCO#3 Gas Piping Changes.

10.4.16 (p. 92) SnL Group Inc Proposal & Contract PCO#4 Domestic Water Added POC's.

10.4.17 (p. 98) SnL Group Inc Proposal & Contract PCO#5 Added Sanitary Sewer Manhole.

10.4.18 (p. 103) SnL Group Inc Proposal & Contract PCO#6 Install Speed Bumps.

10.4.19 (p. 106) EMCOR Services / Mesa Energy Systems Equipment Repair Estimate for Williams High School, Room 314.

10.4.20 (p. 108) Service Agreements that have cleared the CITE Student Data Privacy Compliance vetting process for current district applications.

10.4.21 (p. 126) Mid Pacific Engineering (MPE) Inc. Proposal for Geotechnical Engineering & Geologic Hazards Services for Williams Elementary School.

10.4.22 (p. 133) Mid Pacific Engineering (MPE) Inc. Proposal for Geotechnical Engineering & Geologic Hazards Services for Williams Junior Senior High School.

10.5 ROUTINE PURCHASE ORDERS

	Purchase Order #	Vendor	Amount
10.5.1 (p. 140)	PO26-00145	Paul Thompson dba Thompson Law Firm	\$ 25,000.00
10.5.2 (p. 141)	PO26-00200	EMCOR Services	\$ 25,989.00
10.5.3 (p. 142)	PO26-00228	North State AV	\$ 36,193.43
10.5.4 (p. 144)	PO26-00281	Mid Pacific Engineering, Inc.	\$ 34,500.00

10.6 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	Flag Football Coach	Open	
Extra Duty	ASES Enrichment Teachers (In-House Only)	Open	

10.7 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	Upper Elementary Principal	Resignation	Veronica Michael
Variable Service Agreement	Interim Principal	Filled	George Griffin
Certificated	SEAL Coach TOSA	Resignation	Briana Robinson
Classified	Paraeducator	Open	
Classified	ASES Paraeducator	Open	
Classified	ASES Paraeducator	Filled	Nicol Ibarra Landeros Natalie Jaime Paola Moreno Ordoñez
Classified	Student Supervisor	Filled	Marcela Velazquez pending clearances
Classified	Paraeducator	Resignation	Vanessa Gandara
Classified	Technology Support	Resignation	Cesar Barriga Bravo
Classified	ASES Paraeducator	Resignation	Manuela Sierra
Classified	Health Clerk	Intermittent Leave of Absence Request 8/1/25 to 1/31/26	Rocio Martinez

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

10.8.1 (p. 145) Surplus of Technology Equipment E-Waste

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

10.9.1 (p. 146) 2025-26 Williams Elementary School Instructional Minutes

10.9.2 (p. 147) Revised 2025-26 Williams Elementary Master Schedule

10.9.3 (p. 148) Revised 2025-26 Williams Upper Elementary Master Schedule

10.9.4 (p. 149) 2025-26 Mid Valley Continuation Instructional Minutes

10.9.5 (p. 150) 2025-26 Williams Jr/Sr High School Master Schedule

10.10 **APPROVE DONATIONS**

10.10.1 (p. 152) Donation of Backpacks to Williams Elementary School

10.11 **APPROVE BOARD POLICIES (BP) AND ADMINISTRATIVE REGULATIONS (AR) AND EXHIBITS (E) AND BOARD BYLAWS (BB)**

10.11.1 (p. 153) CSBA Board Policy Guide Sheet August 2025

Action _____ Motion _____ Second _____ Ayes _____ Noes _____
 Roll Call: Abstain _____ Absent _____
 Covarrubias ☐ aye ☐ no / EB Davis ☐ aye ☐ no / Manor ☐ aye ☐ no / Perez ☐ aye ☐ no / Solis ☐ aye ☐ no

11.0 **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.

11.1 (p. 155) Consideration and possible action concerning the approval of **Resolution #02-082125: Authorized Signatures for District Bank Accounts.**

Action _____ Motion _____ Second _____ Ayes _____ Noes _____
 Roll Call: Abstain _____ Absent _____
 Covarrubias ☐ aye ☐ no / EB Davis ☐ aye ☐ no / Manor ☐ aye ☐ no / Perez ☐ aye ☐ no / Solis ☐ aye ☐ no

11.2 (p. 157) Consideration and possible action concerning the approval of the AP English textbook adoption for Williams Jr/Sr High School, grade 11, titled The Language of Composition.

Action _____ Motion _____ Second _____ Ayes _____ Noes _____
 Roll Call: Abstain _____ Absent _____
 Covarrubias ☐ aye ☐ no / EB Davis ☐ aye ☐ no / Manor ☐ aye ☐ no / Perez ☐ aye ☐ no / Solis ☐ aye ☐ no

12.0 FUTURE MEETING DATES

- 12.1 September 11, 2025 (Regular)
- 12.2 October 16, 2025 (Special) – Brown Act Training
- 12.3 October 16, 2025 (Regular)
- 12.4 November 20, 2025 (Regular)

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

- 13.1 Sufficiency or Insufficiency of Instructional Materials
- 13.2 Gann Limit
- 13.3 Unaudited Actuals
- 13.4 Nutrition Department Summer Update
- 13.5 Secondary Summer Academy Update
- 13.6 Ag Department/FFA Update

14.0 ADJOURNMENT TIME: ____ PM

Action _____ Motion _____ Second _____ Ayes _____ Noes _____

Roll Call: Abstain _____ Absent _____

Covarrubias ☐ aye ☐ no / EB Davis ☐ aye ☐ no / Manor ☐ aye ☐ no / Perez ☐ aye ☐ no / Solis ☐ 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, September 11, 2025 AT 6:00 PM.

Posted: August 14, 2025