



# WILLIAMS UNIFIED SCHOOL DISTRICT

## Board of Trustees Regular Meeting

6:00 p.m., Thursday, July 17, 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 COMMUNICATION / REPORTS

- 6.1 Board of Trustees Reports
- 6.2 Sandra Ayón, Ed. D., District Superintendent and Secretary to the Board

#### 7.0 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.

- 7.1 **BOARD MINUTES** – Request to approve Board minutes
  - 7.1.1 (p. 11) June 10, 2025 (Special)
  - 7.1.2 (p. 14) June 12, 2025 (Regular)
- 7.2 (p. 19) **BILLS/WARRANTS** – Request to approve warrants list, special variable payroll.
- 7.3 **MONTHLY ACCOUNT SUMMARIES** – Request to approve monthly account summaries
  - 7.3.1 (p. 23) General Ledger Report and Bank Reconciliation Report, Williams Jr/Sr High School Checking Account, revised March, revised April and May 2025.
- 7.4 **SERVICE AGREEMENTS / CONTRACTS**
  - 7.4.1 (p. 32) Special Education Local Plan Area (SELPA) Local Plan Certification Fiscal Year 2025-26.
  - 7.4.2 (p. 34) Williams Package “B” Infrastructure Project North Wing Contractor Agreement between Williams Unified School District and SNL Group, Inc.
  - 7.4.3 (p. 39) Safari West Group Reservation Agreement for the Williams Jr/Sr High School Field Trip on July 1, 2025.
  - 7.4.4 (p. 43) Top Golf Events Field Trip Agreement for Williams Jr/Sr High School for July 2, 2025.
  - 7.4.5 (p. 47) Change Order #1420-01 for Class Leasing for 6 DSA approved open classrooms.
  - 7.4.6 (p. 48) Quote Summary for Renaissance products Accelerated Reader and myON for Williams Elementary School through August 31, 2026.
  - 7.4.7 (p. 52) Aeries Student Information System Order form for School Year 2025-2026.
  - 7.4.8 (p. 54) Mid Pacific Engineering, Inc. Proposal for Special Inspections and Testing for Williams High School Increment #1.

- 7.4.9 (p. 61) Mid Pacific Engineering, Inc. Proposal for Special Inspections and Testing for Williams High School Increment #1 – Camera Footing.
- 7.4.10 (p. 67) EPI, LLC Service Proposal for Williams Unified School District SY 2025-2026 with Roy Casey for Professional Coaching, Mentoring and School Board Trainings.
- 7.4.11 (p. 68) Pro-Tec Spray Services Pest Management Service Agreement for Williams Unified School District.
- 7.4.12 (p. 70) Bowlero Event Contract for Williams July Summer Camp students for July 15, 2025.
- 7.4.13 (p. 74) Proposal for Partnership with Open-Up Resources for Williams Jr/Sr High School Q-58392.
- 7.4.14 (p. 77) Proposal for Partnership with Open-Up Resources for Williams Jr/Sr High School Q-58391.
- 7.4.15 (p. 80) Change Order Summary for SnL Group Inc RFI #001 Double Check Detector Assembly.

## 7.5 ROUTINE PURCHASE ORDERS

	Purchase Order #	Vendor	Amount
7.5.1 (p. 85)	BPO25-00026	Williams Hardware	\$ 32,000.00
7.5.2 (p. 86)	PO25-00979	Paul G Thompson dba Thompson Law Group	\$ 45,659.20
7.5.3 (p. 87)	BPO25-00017	Frontier	\$ 68,448.69
7.5.4 (p. 88)	PO25-00166	Berry Electric Inc	\$ 55,570.00
7.5.5 (p. 91)	PO25-01302	SnL Group Inc	\$1,611,972.69
7.5.6 (p. 92)	PO25-01269	Class Leasing LLC	\$ 310,041.00
7.5.7 (p. 93)	PO25-01332	Mid Pacific Engineering, Inc.	\$ 70,157.60
7.5.8 (p. 94)	PO26-00004	Aeries Software Inc	\$ 31,387.00
7.5.9 (p. 95)	PO26-00006	McGraw-Hill LLC	\$ 67,725.56
7.5.10 (p. 96)	BPO26-00001	City of Williams (Water and Sewer)	\$ 60,000.00
7.5.11 (p. 97)	BPO26-00003	The Danielsen Co	\$ 146,000.00
7.5.12 (p. 98)	BPO26-00004	General Produce	\$ 45,735.41
7.5.13 (p. 99)	BPO26-00005	Gold Star Foods Inc	\$ 175,000.00
7.5.14 (p. 100)	BPO26-00006	Happy Valley Fresh Fruit Co	\$ 25,000.00
7.5.15 (p. 101)	BPO26-00007	Hysten Distributing	\$ 115,000.00
7.5.16 (p. 102)	BPO26-00009	Sysco Food Service	\$ 136,000.00
7.5.17 (p. 103)	PO26-00045	James Marta & Co LLP	\$ 34,870.00
7.5.18 (p. 104)	BPO26-00018	Pacific Gas & Electric Company	\$ 270,000.00
7.5.19 (p. 105)	BPO26-00020	Recology Butte Colusa Counties	\$ 39,999.96
7.5.20 (p. 106)	BPO26-00023	Williams Hardware	\$ 30,000.00
7.5.21 (p. 107)	BPO26-00024	Waxie Sanitary Supplies	\$ 34,650.00
7.5.22 (p. 108)	PO26-00112	EPI LLC (Roy Casey)	\$ 64,000.00
7.5.23 (p. 109)	BPO26-00027	Association of Bay Area Governments (Natural Gas)	\$ 28,160.64
7.5.24 (p. 110)	PO26-00132	Colusa County Office of Education (Special Education)	\$2,395,303.00
7.5.25 (p. 111)	PO26-00133	Colusa County Office of Education (Escape Software)	\$ 30,711.98
7.5.26 (p. 112)	PO26-00134	Colusa County Office of Education (CEWAN Fees)	\$ 54,310.58
7.5.27 (p. 113)	PO26-00135	Dubuque Bank and Trust Loan Department (Solar-QZAB)	\$ 220,000.00
7.5.28 (p. 114)	PO26-00137	Wilmington Trust (2016 COP Payment)	\$ 194,537.50
7.5.29 (p. 115)	PO26-00138	Wilmington Trust (2019 COP Payment)	\$ 225,700.00
7.5.30 (p. 116)	PO26-00125	TTF Holdings LLC dba Sunbelt Staffing (School Nurse)	\$ 68,820.00
7.5.31 (p. 117)	PO26-00120	Imagine Learning LLC	\$ 47,166.00
7.5.32 (p. 118)	PO26-00141	Open Up Resources	\$ 31,946.74

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

Classification	Position	Status	Name
Certificated	Secondary Math Teacher	Open	
Certificated	Multiple Subjects Teacher	Filled	Farisha Sheba Sierra Abel
Classified	ASES Paraeducator	Filled	Cassandra Luna Jessica Barone Beatriz Ornelas
Classified	ASES Paraeducator	Resignation	Farisha Sheba
Classified	Student Supervisor	Resignation	Oraliz Herrera Esparza
Classified	ASES Paraeducator	Open	

Classified	Student Supervisor	Open	
Variable Service Agreement	Chief Business Officer Consultant	Filled	Mechele Coombs
Variable Service Agreement	School Nurse Consultant	Filled	Barbara Hankins

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

7.7.1 (p. 119) CSBA Board Policy Guide Sheet June 2025

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

7.8.1 (p. 130) Disposal of Williams Elementary School Obsolete Textbooks and Materials

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

7.9.1 (p. 131) 2025-26 Williams Jr/Sr High School Instructional Minutes

7.9.2 (p. 132) 2025-26 Williams Upper Elementary School Instructional Minutes

**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

8.0 **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.

8.1 (p. 133) Consideration and possible action concerning the approval of the Williams Unified School District Integrated Pest Management Plan.

**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

8.2 (p. 136) Consideration and possible action concerning the approval of the Williams Elementary School 2025-2026 School Plan for Student Achievement (SPSA).

**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

8.3 (p. 202) Consideration and possible action concerning the approval of the Williams Upper Elementary School 2025-2026 School Plan for Student Achievement (SPSA).

**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

8.4 (p. 267) Consideration and possible action concerning the approval of the Williams Jr/Sr High School 2025-2026 School Plan for Student Achievement (SPSA).

**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

8.5 (p. 343) Consideration and possible action concerning the approval of the Side Letter between Williams Unified School District and Williams Teachers' Association regarding Varsity Flag Football Coach Stipend.

**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

8.6 (p. 344) Consideration and possible action concerning the approval of Written Requisition #19 for Disbursements from the Project Fund.

**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

8.7 (p. 347) Consideration and possible action concerning the approval of **Resolution #01-071725: Discontinuation of a .20 FTE Certificated Position.**

**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

8.8 (p. 348) Consideration and possible action concerning the approval of the Williams Unified School District Fall Protection Plan.

**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

8.9 (p. 367) Consideration and possible action concerning the approval of the College and Career Access Pathways Partnership Agreement, A Dual Enrollment Partnership Agreement between Yuba Community College and Williams Unified School District through June 30, 2028.

**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

8.10 (p. 400) Consideration and possible action to approve the Memorandum of Understanding (MOU) between the California School Employees Association (CSEA), Williams Chapter #556, and the Williams Unified School District, dated July 3, 2025. The MOU includes the addition of the Academic Technician job description and updates to the Classified Salary Schedule.

**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

## 9.0 **INFORMATIONAL ITEMS**

9.1 (p. 406) Williams Uniform Complaint Quarterly Report: April – June, 2025

## 10.0 **FUTURE MEETING DATES**

- 10.1 August 21, 2025 (Regular) – Board and Superintendent Goal Setting
- 10.2 September 11, 2025 (Regular)
- 10.3 October 16, 2025 (Special) – Brown Act Training
- 10.4 October 16, 2025 (Regular)
- 10.5 November 20, 2025 (Regular)

## 11.0 **PENDING AGENDA** – This is the time to place future items on the Pending Agenda.

- 11.1 Board and Superintendent Goal Setting
- 11.2 Summer School Presentations
- 11.3 FFA Fair Presentation

## 12.0 **CONVENE TO CLOSED SESSION** **TIME: \_\_\_\_ PM** **Closed Session will be held regarding the following matters:**

- 12.1 Conference with Legal Counsel – Anticipated Litigation (Gov. Code 54956.9(d)(2))

## 13.0 **RECONVENE TO OPEN SESSION** **TIME: \_\_\_\_ PM** **Action Taken During Closed Session:**

13.1 Conference with Legal Counsel – Anticipated Litigation (Gov. Code 54956.9(d)(2))

Action _____	Motion _____	Second _____	Ayes _____	Noes _____
Roll Call:			Abstain _____	Absent _____
Covarrubias <input type="checkbox"/> aye <input type="checkbox"/> no / EB Davis <input type="checkbox"/> aye <input type="checkbox"/> no / Manor <input type="checkbox"/> aye <input type="checkbox"/> no / Perez <input type="checkbox"/> aye <input type="checkbox"/> no / Solis <input type="checkbox"/> aye <input type="checkbox"/> no				

14.0 **ADJOURNMENT**      TIME: \_\_\_\_ PM

Action _____	Motion _____	Second _____	Ayes _____	Noes _____
Roll Call:			Abstain _____	Absent _____
Covarrubias <input type="checkbox"/> aye <input type="checkbox"/> no / EB Davis <input type="checkbox"/> aye <input type="checkbox"/> no / Manor <input type="checkbox"/> aye <input type="checkbox"/> no / Perez <input type="checkbox"/> aye <input type="checkbox"/> no / Solis <input type="checkbox"/> aye <input type="checkbox"/> 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 11<sup>th</sup> Street, Williams, California.*

**THE NEXT REGULARLY SCHEDULED BOARD MEETING WILL BE Thursday, August 21, 2025 AT 6:00 PM.**

Posted: July 10, 2025