



# WILLIAMS UNIFIED SCHOOL DISTRICT

## Board of Trustees Regular Meeting

6:00 p.m., Thursday, December 11, 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 BOARD REORGANIZATION

6.1 Consideration and action concerning the nomination and election of Board president for the year 2026.

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

6.2 Consideration and action concerning the nomination and election of Board vice president for the year 2026.

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

6.3 Consideration and action concerning the nomination and election of Board president pro tempore for the year 2026.

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

6.4 Consideration and action concerning the election of Superintendent Sandra Ayón, Ed.D. as Board Secretary for the year 2026.

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

**7.0 SPECIAL RECOGNITION**

- 7.1 Williams Upper Elementary School Students: 4 - Sofia Ramirez Prado, 5 - Daleyza Jimenez Jauregui, 6 - Daleyza Sandoval Ibarra
- 7.2 Williams Upper Elementary School Staff Members: Classified - Maria Salcedo and Certificated - Wendy Sjolund

**8.0 COMMUNICATION / REPORTS**

- 8.1 James Marta & Co.– Annual Audit Reports for the year ending 2024-2025
- 8.2 Board of Trustees Reports
- 8.3 Evelyn Guevara, Associated Student Body President and Board Representative
- 8.4 Sandra Ayón, Ed.D., District Superintendent and Secretary to the Board

**9.0 PRESENTATIONS**

- 9.1 3-Year WASC Focused Site Plan for Williams Jr/Sr High School

**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. 11) November 20, 2025 (Regular)
- 10.2 (p. 18) **BILLS/WARRANTS** – Request to approve warrants list, special variable payroll.
- 10.3 **SERVICE AGREEMENTS / CONTRACTS**  
10.3.1 (p. 22) Ubeo Sales Order Agreement for 3 copiers at Williams Jr/Sr High School.  
10.3.2 (p. 24) Service Agreements that have cleared the CITE Student Data Privacy Compliance vetting process for current district applications.  
10.3.3 (p. 25) Agreement for Consultant Services between Leadership Associates and Williams Unified School District to provide a Superintendent Search.  
10.3.4 (p. 27) Proposal and Contract for Fletchers Plumbing & Contracting Inc. Change Order 1 for 1500 E St. for toilet and faucet repair.
- 10.4 **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	Varsity Track Coach (In-House Only)	Open	
Extra Duty	Varsity Baseball Coach (In-House Only)	Open	

- 10.5 **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	Open	
Variable Service Agreement	Interim Principal	Filled	George Griffin
Classified	Health Aide Clerk	Filled	Citlali Ramirez
Classified	ASES Paraeducator	Filled	Jose Carabeo
Classified	Student Supervisor	Filled	Esperanza Manríquez
Classified	Academic Technician	Open	
Classified	ASES Paraeducator	Open	
Classified	Cafeteria Assistant	Open	
Classified	Custodian/Groundskeeper/Bus Driver	Resignation	Sergio Ibarra Hernandez
Classified	Student Supervisor	Leave of Absence Request 12/8/25 – 1/18/26	Gloria Rodriguez
Classified	Student Supervisor	Leave of Absence Request 1/13/26 – 1/15/26	Silvia Ortiz

Classified	Cafeteria Assistant	Retirement	Suzanne Bidwell
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10.6 **APPROVE BOARD POLICIES (BP) AND ADMINISTRATIVE REGULATIONS (AR) AND EXHIBITS (E) AND BOARD BYLAWS (BB)**

10.6.1 (p. 28) CSBA Policy Update November 2025

10.7 **APPROVE FIELD TRIP REQUESTS**

10.7.1 (p. 34) Overnight field trip request for FFA Students to Redding, CA for the Made for Excellence Conference, January 23-24, 2026.

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. 42) Consideration and possible action concerning the approval of 2025-2026 First Interim Report.

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. 182) Consideration and possible action concerning the approval of **Resolution #13-121125: District Budget Reclassifications.**

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

11.3 (p. 218) Consideration and possible action concerning the approval of the Williams Unified School District Board meeting calendar for 2026-2027.

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

11.4 (p. 219) Consideration and possible action concerning the approval of **Resolution #14-121125: Resolution of the Governing Board of the Williams Unified School District to Abolish the High School Money Market Account.**

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

11.5 (p. 220) Consideration and possible action concerning the approval of **Resolution #15-121125: Resolution of the Williams Unified School District Board of Trustees Accepting the Bid and Authorizing the Award of a Contract for the North Wing Package “C” Infrastructure Project.**

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

11.6 (p. 226) Consideration and possible action concerning the acceptance of the Annual Audit Report for the year ending June 30, 2025, as prepared by James Marta and Company, LLP.

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

11.7 (p. 329) Consideration and possible action concerning the acceptance of the Bond Measure B Audit Report for the year ending June 30, 2025, as prepared by James Marta and Company, LLP.

**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 INFORMATIONAL ITEMS

12.1 (p. 362) Annual and Five-Year Developer Fee Report for Fiscal Year 2024-25.

## 13.0 FUTURE MEETING DATES

- 13.1 December 12, 2025 (Special)
- 13.2 January 15, 2026 (Regular)
- 13.3 February 19, 2026 (Special) – Board Self-Evaluation
- 13.4 February 19, 2026 (Regular)
- 13.5 March 12, 2026 (Regular)

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

- 14.1 School Accountability Report Cards (SARCs)
- 14.2 Mid-Year LCAP Presentation

## 15.0 CONVENE TO CLOSED SESSION **TIME: \_\_\_\_ PM**

**Closed Session will be held regarding the following matters:**

- 15.1 Public Employee Performance Evaluation (Gov. Code 54957) (Information only)  
Titles: Elementary Teachers (7 positions); Secondary Teachers (9 positions)
- 15.2 Public Employee Discipline/Dismissal/Release (Gov. Code 54957)
- 15.3 Conference with Real Property Negotiators (Gov. Code §54956.8)  
Property: 1100 D Street, Williams, CA  
Agency Negotiator: Sandra Ayón, Ed.D.

## 16.0 RECONVENE TO OPEN SESSION **TIME: \_\_\_\_ PM**

**Action Taken During Closed Session:**

- 16.1 Public Employee Performance Evaluation (Gov. Code 54957) (Information only)  
Titles: Elementary Teachers (7 positions); Secondary Teachers (9 positions)

**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

- 16.2 Public Employee Discipline/Dismissal/Release (Gov. Code 54957)

**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

- 16.3 Conference with Real Property Negotiators (Gov. Code §54956.8)  
Property: 1100 D Street, Williams, CA  
Agency Negotiator: Sandra Ayón, Ed.D.

**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

17.0    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, January 15, 2026 AT 6:00 PM.

Posted: December 5, 2025