

**MAXWELL UNIFIED SCHOOL DISTRICT**  
**515 Oak Street, P.O. Box 788**  
**Maxwell, CA 95955**  
**(530) 438-2291**

**Regular Meeting**  
**December 14, 2020**

**MINUTES**

NOTE: This meeting is being agendized to allow staff and the public to participate in the meeting via teleconference, pursuant to the Governor's Executive Order N-29-20 dated March 17, 2020.

Executive Order N-29-20 authorizes local legislative bodies to hold public meetings via teleconference and to make public meetings accessible telephonically to all members of the public and staff in effort to observe social distancing recommendations. Members of the public are encouraged to participate in the teleconference. You can listen to the meeting by dialing the teleconference number below:

**Phone: 1.669.900.6833**

**Meeting ID: 994 5667 4212**

**Passcode: 291319**

**Reminder: Please mute your phone when you are not speaking.**

**1. CALL TO ORDER 5:04 p.m.**

**ROLL CALL**

**Board Present: (3) Diana Kemp-Azevedo, Kelly Haywood, and Jason Bowen**

**Board Absent: (1) Tom Charter**

**2. PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was led by Kelly Haywood.

**3. APPROVAL OF AGENDA (Action Item)**

A motion was made to approve the agenda by Kelly Haywood and was seconded by Jason Bowen, motion carries.

**4. ADMINISTRATION OF OATH OF OFFICE TO NEW BOARD MEMBER(S)**

**1.** Diana K Azevedo appointed to the Maxwell Unified School District Board to hold office until December 9, 2022.

**2.** Jason Bowen appointed to the Maxwell Unified School District Board to hold office until December 13, 2024.

**3.** Kelly Haywood appointed to the Maxwell Unified School District Board to hold office until December 13, 2024.

Mrs. Summer Shadley led the swearing in of newly appointed board members Diana K Azevedo, Jason Bowen, and Kelly Haywood

**5. 2021 BOARD REORGANIZATION- (Action Item)**

**1. Election of New Governing President-** A motion was made to appoint Kelly Haywood as 2021 MUSD Board President by Jason Bowen and was seconded by Diana Azevedo, motion carries.

**2. Election of New Governing Vice President-** A motion was made to appoint Jason Bowen as 2021 MUSD Board Vice President by Kelly Haywood and was seconded by Diana Azevedo, motion carries.

3. **Election of New Governing Clerk-** A motion was made to appoint Diana Azevedo as 2021 MUSD Board Clerk by Jason Bowen and was seconded by Kelly Haywood, motion carries.
4. **Board Meeting Calendar-** A motion was made to approve the 2021 MUSD Board meeting calendar by Diana Azevedo and was seconded by Jason Bowen, motion carries.
5. **Appoint Board Members to Committees:**
  - Ag Advisory- Jason Bowen**
  - Board Policy- Dissolved**
  - School Safety- Diana Azevedo**
  - SELPA- Kelly Haywood**
  - Technology- Tom Charter**
  - Sites Reservoir- Jason Bowen**

A motion was made to approve the board committee appointments by Jason Bowen and was seconded by Diana Azevedo, motion carries.

Kelly Haywood thanked outgoing board member Cristy Edwards for six years of service to our district and congratulated her on her election to the Colusa County Office of Education Board of Trustees

## 6. PUBLIC DISCUSSION

None

**\*\*Mr. Tom Charter arrived at 5:18 p.m.**

## 7. REPORTS

### A. School Reports

#### Maxwell Unified School District

- 1) Business Manager- Danielle Wilson deferred
- 2) Elementary/Middle School Principal- Summer Shadley read the elementary middle school principal report. On November 18<sup>th</sup> new paraeducator Claudia Rolon started, she will be doing intervention with first through third grades, Addie Vierra accepted a long term sub position in the second grade, baby Evans was born on December seventh, and we are anticipating our new after school program paraeducator Christine Shadinger to start on January fourth.
- 3) Superintendent/Principal- Summer Shadley reported we have implemented AESOP Absence Management for staff absences. We are still dealing with COVID. Lockers for the high school have been ordered, we are using COVID funds to purchase the lockers. Edunet has received approval to man equipment and hardware. Information was provided regarding the Strong Workforce Grant.
- 4) Maintenance/Facilities/Transportation- Jeff Hoskins reported the solar project is on hold. Due to DSA regulation changes the contractor has prioritized other projects over ours. New tables and trash cans have been deployed at the high school. Water bottle filling stations and new drinking fountains are being installed at both sites. The maintenance department is building walls to replace curtain dividers at the elementary school. The Stonyford bus camera is being replaced. All our busses have passed smog.
- 5) High School ASB Representative- Laynee Haywood reported that the dress up days that were scheduled for this week have been cancelled due to distance learning.

### B. Other Reports

- 1) Governing Board- No report
- 2) Bus Barn- Summer Shadley reported there is no new update on the bus barn. We are waiting on the county for more information regarding codes and the extent of DSA involvement.

## 8. CONSENT AGENDA

*All matters listed under the Consent Agenda are considered by the Board to be routine and will be enacted by the Board in one motion. There will be no discussion on these items prior to the time the Board votes on the motion unless members of the Board, staff, or public request that specific items be discussed and/or removed from the Consent Agenda.*

**A. Accounts Payable for the Month of November 2020** (*Accounts payable batches are available in the District office for anyone who wishes to review any or all warrants listed on the payable batches. Please call prior to coming in to review warrants.*)

**B. Minute(s):** November 12, 2020

**C. Surplus:** 6- 2009 iMac Computers

A motion was made to approve the consent agenda by Jason Bowen and was seconded by Diana Azevedo, motion carries.

## 9. PRESENTATION/DISCUSSION AND/OR ACTION ITEMS

A. Local Control Funding Formula (LCFF) Parent Overview Presentation (Exhibit)

A motion was made to approve the LCFF Parent Overview by Jason Bowen and was seconded by Diana Azevedo, motion carries.

B. Elementary Enrollment Numbers

Summer Shadley led discussion on class sizes at the elementary school. After meeting with the fifth-grade teacher, we are planning to fly a temporary part time para position.

C. 2020-2021 First Interim Report

Danielle Wilson presented the 2020-2021 First Interim Report. A motion was made to approve the 2020-2021 First Interim Report by Diana Azevedo and was seconded by Tom Charter, motion carries.

D. Solar Contract Change Order

A motion was made to approve the Solar Contract Change Order by Jason Bowen and was seconded by Diana Azevedo, motion carries.

E. Resolution #20-21-05 Intent to Withdraw from Schools Excess Liability Fund JPA

A motion was made to approve Resolution #20-21-05 Intent to Withdraw from Schools Excess Liability Fund JPA by Jason Bowen and was seconded by Diana Azevedo, motion carries.

F. Procedures to Fill a Board Vacancy as a Result of the Resignation of Cristy Edwards

A motion was made to approve the Procedures to Fill a Board Vacancy with the amendment of changing application deadline to February 1, 2021 and appointment board meeting to February 10, 2021 by Jason Bowen and was seconded by Tom Charter, motion carries.

G. 2021-2022 Master Calendar

A motion was made to approve Master Calendar Draft B by Diana Azevedo and was seconded by Jason Bowen, motion carries.

H. Agriculture Career Technical Education Incentive Grant Application for Specialized Grant Funding- Informational Item

I. Work Experience Education (HO)

A motion was made to approve the Work Experience Education Plan by Jason Bowen and was seconded by Tom Charter, motion carries.

- 10. ITEMS FOR NEXT BOARD OF TRUSTEE MEETING**  
TRANs  
Williams UCP Quarterly Report
- 11. BOARD OF TRUSTEES REQUEST FOR INFORMATION**  
Kelly Haywood requested an attendance comparison of 2019-2020 and 2020-2021 attendance district wide.
- 12. OPPORTUNITY FOR THE PUBLIC TO ADDRESS THE BOARD CONCERNING ITEMS WITHIN THE CLOSED SESSION PORTION OF THE AGENDA**  
None
- 13. CONVENE TO CLOSED SESSION** **Start Time: 6:05 p.m.**
  - A. Public Employee Appointment, Public Employment, Public Employment Employee Performance Evaluation, Public Employee Discipline/Dismissal/Release (54957)
  - B. Negotiations- Maxwell Teacher Association Gov't Code 54957
- 14. RECONVENE TO OPEN SESSION** **End Time 6:52 p.m.**
- 15. ANNOUNCEMENT OF ACTIONS TAKEN IN CLOSED SESSION AND OF THE ROLL CALL ON THE ACTIONS**
  - A. No Action
  - B. No Action
- 16. ADJOURNMENT**  
The meeting was adjourned at 6:52 p.m.