

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

**A Regular Meeting of the Governing Board of Maxwell Unified School District will be held on March 10, 2021 in the High School Library at Maxwell Unified School District in Maxwell, CA at 5:00 p.m. at the above address.**

**Welcome** to the meeting of the Board of Trustees of Maxwell Unified School District. Citizen participation in the form of oral or written communications is encouraged. Persons wishing to participate are requested to, but are not required to, sign up on the public information sheet available at the back of the meeting room. A file of the documents and backup information concerning the agenda items is also available to the public in the rear of the meeting room. The exhibit agenda binder file is not to be removed from the meeting room.

The public may comment on any item listed on the agenda prior to or during consideration of that item by the Board of Trustees. The Board welcomes a written synopsis of individual presentations.

All Board of Education meetings are digitally recorded and kept on file for 30 days after Board approval of the meeting minutes. The public is welcome to come into the District Office to listen to these tapes. Please call to make arrangements.

Meeting facilities are accessible to persons with disabilities. By request, alternative agenda document formats are available to persons with disabilities. To arrange an alternative agenda document format or to arrange aid or services to modify or accommodate persons with a disability to participate in a public meeting, please provide a written request to: Kristie Pearson, Executive Secretary at the Maxwell Unified School District Office at least three working days prior to any public meeting.

**General Agenda Information**

(Exhibits) Items so marked have supporting documents which have been distributed to the Board of Trustees. A public exhibit copy is available at the District Office and a copy will also be available for review at the back of the Board meeting room on the exhibit table.

(HO) Items so marked will have supporting documents handed out at the time the agenda item is addressed.

Unmarked items have no supporting documents.

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.

Join Zoom Meeting

<https://us04web.zoom.us/j/72684484844?pwd=Z1V0YzMvN1MvSlNwZllrU2NsSnRSUT09>

Meeting ID: 726 8448 4844

Passcode: VQ07Du

**AGENDA**

1. **CALL TO ORDER** \_\_\_\_\_ p.m.  
**ROLL CALL**  
**Board Present:**  
**Board Absent:**
2. **PLEDGE OF ALLEGIANCE**
3. **APPROVAL OF AGENDA (Action Item)**
4. **PUBLIC DISCUSSION**

*The Public Discussion item on the agenda allows for input to the Board on issues that are not on the published agenda.*

The Governing Board wishes to obtain complete information on all matters which are of proper concern to the Board. Generally, persons wishing to address the Board are requested to sign up on the public information sheet available at the back of the meeting room prior to this item appearing on the agenda. Signing up, however, is not required. Time allotted to speakers may be limited. Speakers are requested to state their name and address for the Board's information. Board members may question speakers. Except under statutorily defined circumstances, action will not be taken regarding public commentary until referred to the appropriate administrative level.

## 5. REPORTS

### A. School Reports

#### Maxwell Unified School District

- 1) Business Manager
- 2) Elementary/Middle School Principal
- 3) Superintendent/Principal
- 4) Maintenance/Facilities/Transportation
- 5) High School ASB Representative

### B. Other Reports

- 1) Governing Board
- 2) Bus Barn- (Exhibit)

## 6. CONSENT AGENDA (Action Item)

*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 February-** *(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. Minutes:** [MUSD Regular Board Meeting February 10, 2021](#)

**C. Surplus:** [Miscellaneous Technology Items](#)

**D. Donations:** American Flag Donated to Maxwell High School by Tom and Diana Detlefsen

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

### A. School Full Day Reopening

- a. Public Discussion – 10 minutes
- b. Board Deliberation and Action

### B. MUSD Athletics

- a. Public Discussion – 10 minutes
- b. Board Deliberation and Action

### C. [Memorandum of Understanding Maxwell Teachers Association and Maxwell Unified School District \(Exhibit\)](#)

- a. Public Discussion – 10 minutes
- b. Board Deliberation and Action

### D. [2020-2021 Second Interim Report \(Exhibit\)](#)

- a. Public Discussion – 10 minutes
- b. Board Deliberation and Action

- E. **LCAP Review (Exhibit)**
  - a. Public Discussion – 10 minutes
  - b. Board Deliberation and Action
- F. **PE Status Update- Informational Item**
  - a. Public Discussion – 10 minutes
- G. **Summer School (Exhibit)**
  - a. Public Discussion – 10 minutes
  - b. Board Deliberation and Action
- H. **Maxwell Unified School District Initial Proposal to Maxwell Teachers Association (Exhibit)**
  - a. Public Discussion – 10 minutes
  - b. Board Deliberation and Action
- I. **Maxwell Teachers Association Initial Proposal to Maxwell Unified School District (Exhibit)**
  - a. Public Discussion – 10 minutes
  - b. Board Deliberation and Action
- J. **Set Date for Board Planning Meeting**
  - a. Public Discussion – 10 minutes
  - b. Board Deliberation and Action
- K. **WASC (Exhibit)**
  - a. Public Discussion – 10 minutes
  - b. Board Deliberation and Action
- L. **2021 Ballot for CSBA Delegate Assembly (Exhibit)**
  - a. Public Discussion – 10 minutes
  - b. Board Deliberation and Action
- M. **New Board Member High School Diploma Signature (HO)**
  - a. Public Discussion – 10 minutes
  - b. Board Deliberation and Action

**8. ITEMS FOR NEXT BOARD OF TRUSTEE MEETING**

- A. **Williams Uniform Complaint Procedure Quarterly Report: January 2021- March 2021**
- B. **SELPA Report**

**9. BOARD OF TRUSTEES REQUEST FOR INFORMATION**

**10. OPPORTUNITY FOR THE PUBLIC TO ADDRESS THE BOARD CONCERNING ITEMS WITHIN THE CLOSED SESSION PORTION OF THE AGENDA**

**11. CONVENE TO CLOSED SESSION**

**Start Time \_\_\_\_\_ p.m.**

- A. Negotiations- California School Employee Association Gov't Code 54957
- B. Negotiations- Maxwell Teachers Association Gov't Code 54957
- C. Public Employment Gov't Code 54957

<b>Certification</b>	<b>Position</b>	<b>Status</b>
Classified	Girls' JV Basketball Coach	Resignation

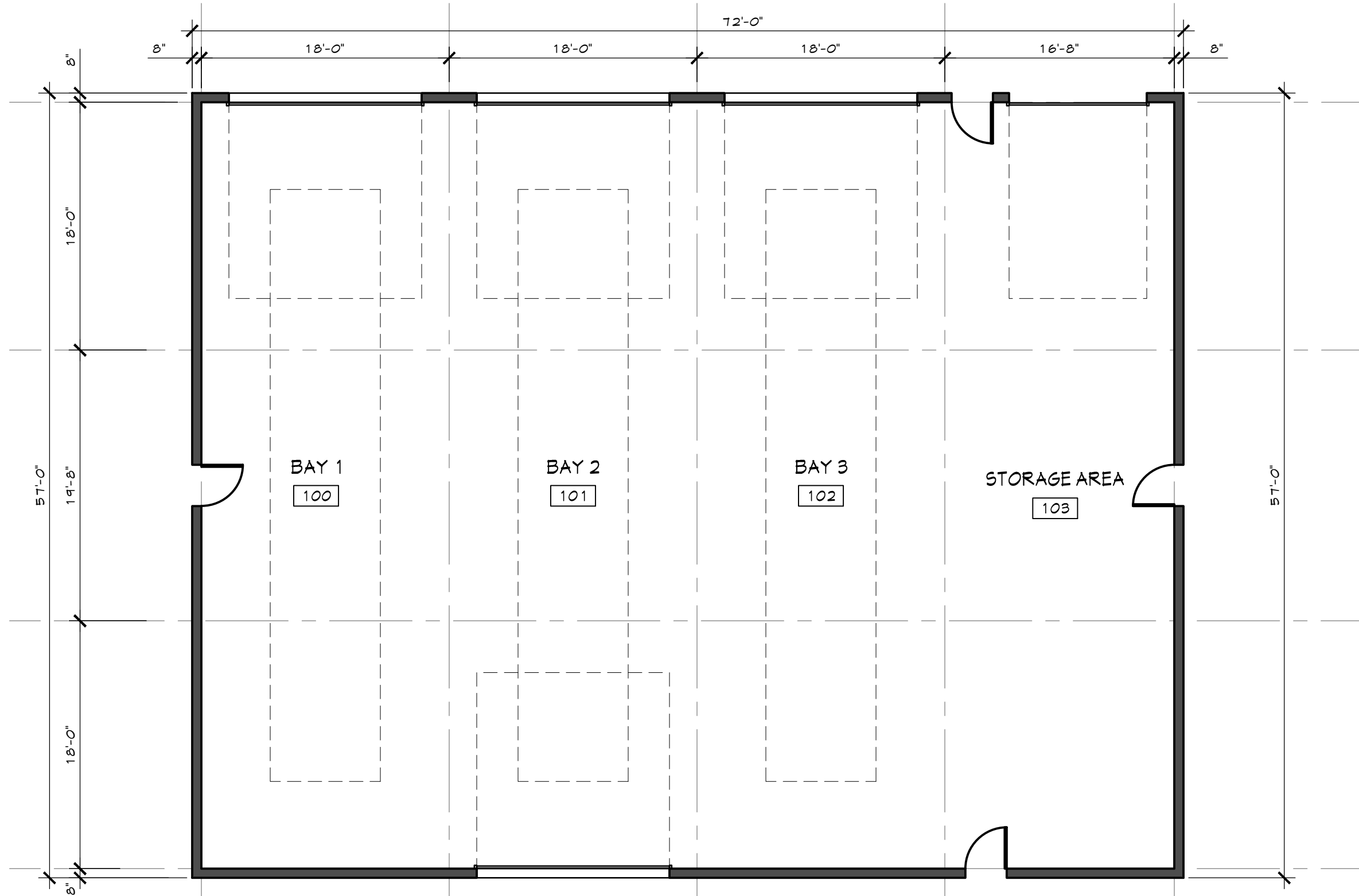
- D. Public Employee Performance Evaluation- Superintendent Gov't Code 54957
- E. Anticipated Litigation Gov't Code 54956.9

**12. RECONVENE TO OPEN SESSION**

**End Time \_\_\_\_\_ p.m.**

**13. ANNOUNCEMENT OF ACTIONS TAKEN IN CLOSED SESSION AND OF THE ROLL CALL ON THE ACTIONS**

**14. ADJOURNMENT**



**GROUND FLOOR PLAN**  
SCALE: 1/8" = 1'-0"

674 Shasta Street  
Yuba City, CA 95991  
(530) 298-7298  
www.spinc-arch.com

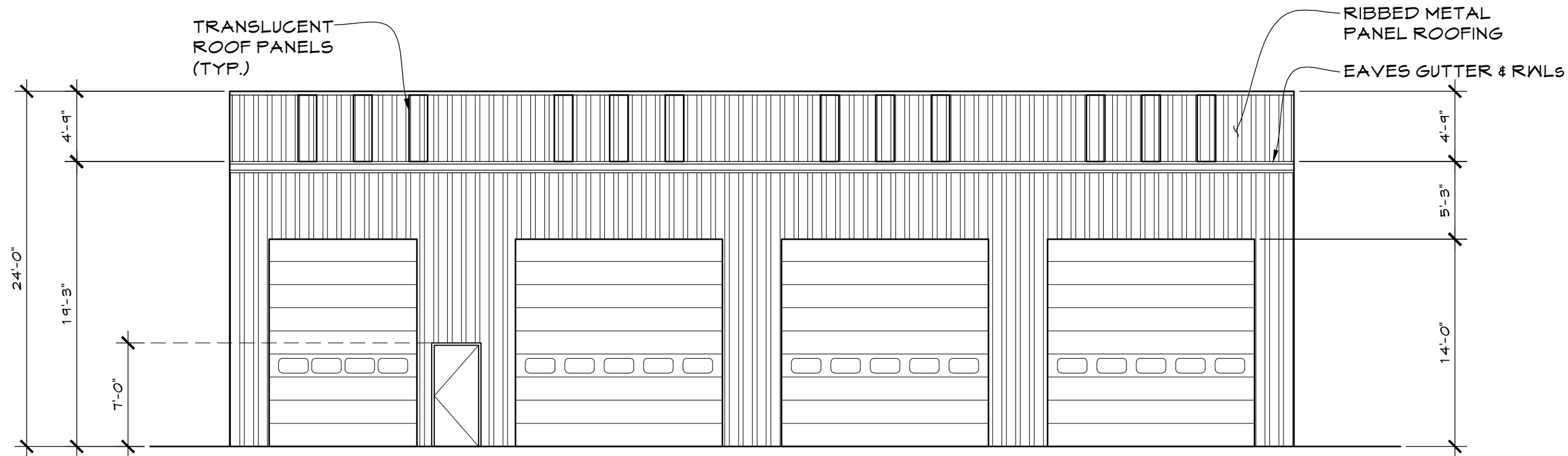
**Maxwell USD Transportation**  
515 OAK STREET, MAXWELL, CA 95955

OWNER:  
**MAXWELL UNIFIED SCHOOL DISTRICT**  
CONTACT: Summer Shadley (Superintendent)  
ADDRESS: 515 Oak Street,  
Maxwell, CA 95955  
PHONE: 530-438-2052 Ext: 12155  
EMAIL: summershadley@maxwell.k12.ca.us

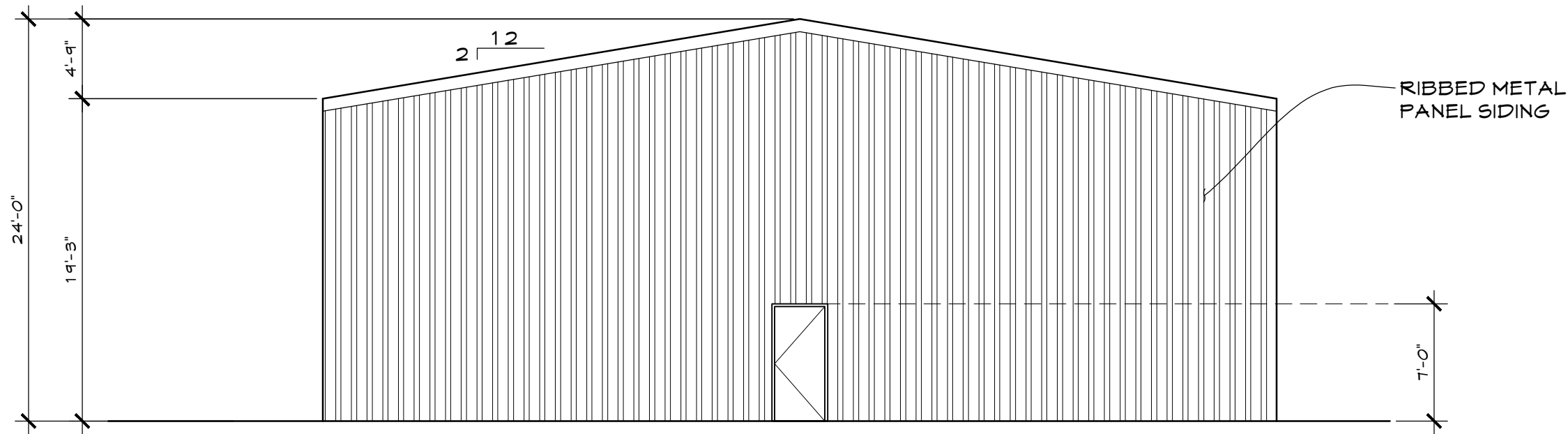
Job Number: 20-M04-01  
Date: 2020-12-16

**A5**

SHEET:



NORTH ELEVATION



WEST ELEVATION



**EXTERIOR ELEVATIONS**  
SCALE: 1/8" = 1'-0"

674 Shasta Street  
Yuba City, CA 95991  
(530) 298-7298  
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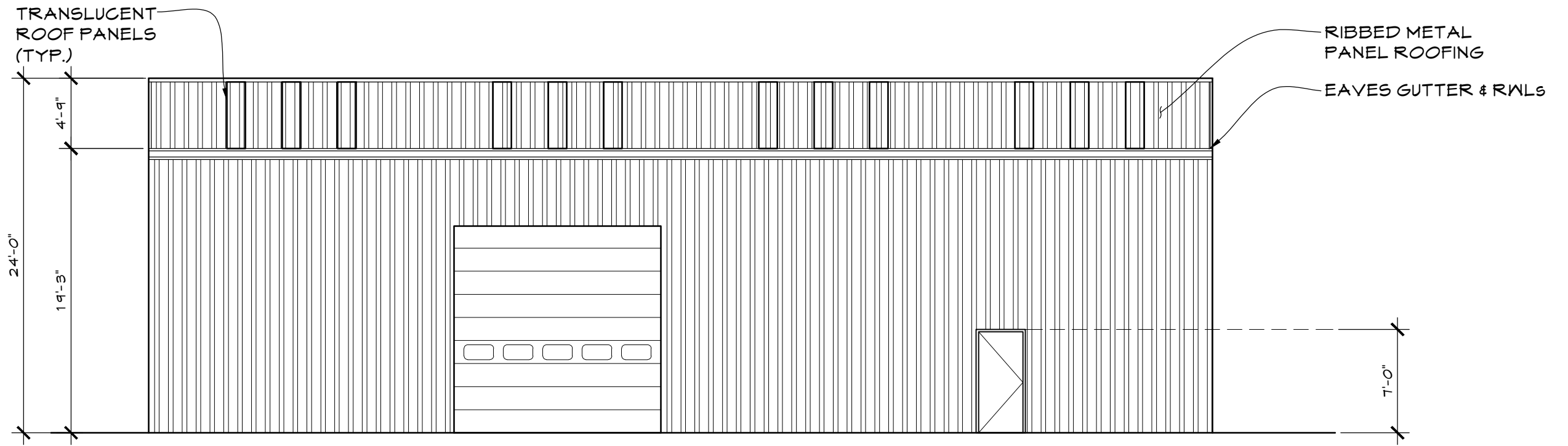
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515 OAK STREET, MAXWELL, CA 95955

OWNER:  
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ADDRESS: 515 Oak Street,  
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PHONE: 530-438-2052 Ext. 12155  
EMAIL: summershadley@maxwell.k12.ca.us

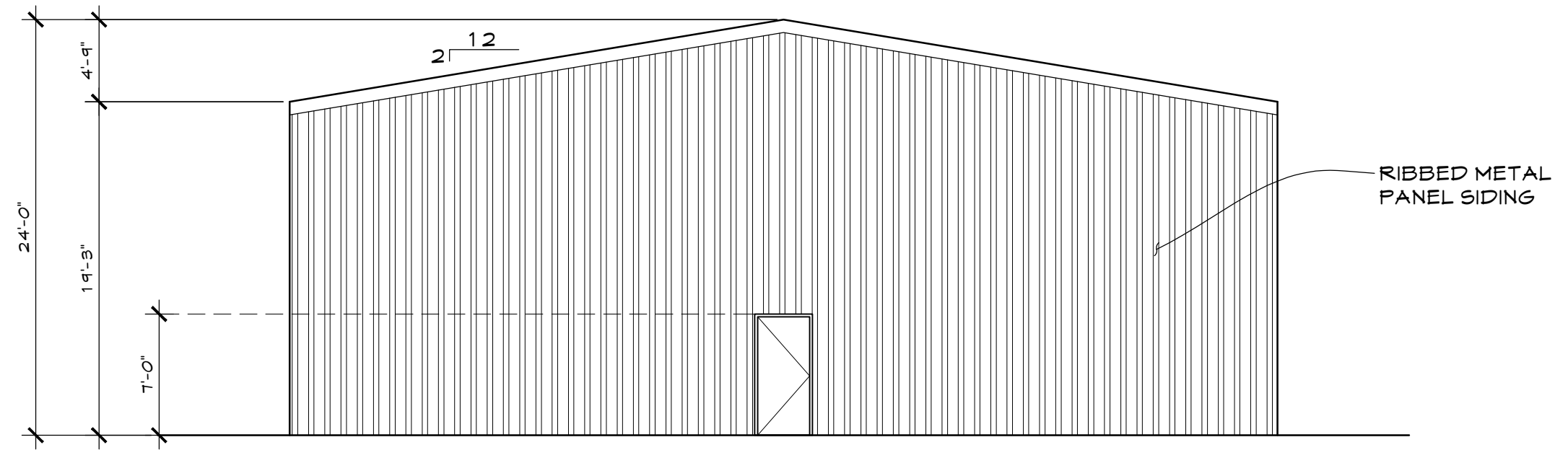
Job Number: 20-M04-01  
Date: 2020-12-16

**A6**

SHEET:



SOUTH ELEVATION



EAST ELEVATION



EXTERIOR ELEVATIONS

674 Shasta Street  
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**515 OAK STREET, MAXWELL, CA 95955**

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 CONTACT: Summer Shadley (Superintendent)  
 ADDRESS: 515 Oak Street,  
 Maxwell, CA 95955  
 PHONE: 530-438-2052 Ext: 12155  
 EMAIL: summershadley@maxwell.k12.ca.us

**A7**

Job Number: 20-M04-01  
 Date: 2020-12-16

SHEET:

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Checks Dated 02/01/2021 through 02/28/2021

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
00418619	02/05/2021	Bimbo Bakeries	13-4700	bread		132.70
00418620	02/05/2021	California's Valued Trust	01-9514	Certificated benefits		26,283.19
00418621	02/05/2021	CDW Government Inc	01-4300	ceiling mounts		253.95
00418622	02/05/2021	Cintas Corporation #622	13-5500	towels		140.00
00418623	02/05/2021	Close & Son Inc	01-4300	maint supplies		101.88
00418624	02/05/2021	Close Door, Paint & Trim	01-5600	doors		1,516.52
00418625	02/05/2021	Cresco	13-6400	reach-in freezer		6,783.56
00418626	02/05/2021	Flora Fresh Inc	01-4300	flowers		234.63
00418627	02/05/2021	General Produce Co.	13-4700	produce		2,592.60
00418628	02/05/2021	Happy Valley Fresh	13-4700	fruit		92.00
00418629	02/05/2021	Meridian Diesel	01-5800	45 day inspection bus #3		98.00
00418630	02/05/2021	Mitel Leasing	01-5900	phone lease		665.62
00418631	02/05/2021	Orland Auto Parts	01-4300	transportation supplies		92.94
00418632	02/05/2021	Pacific Gas & Electric Co	01-5530	PG&E		6,744.83
00418633	02/05/2021	SFS of Sacramento Inc	13-4300	supplies	741.10	
			13-4700	food	1,400.28	2,141.38
00418634	02/05/2021	The Danielsen Company	13-4700	food		2,020.57
00418751	02/12/2021	Academic Innovations	01-5200	get focused stay focused		49.00
00418752	02/12/2021	Amber Charter	01-4300	OH supplies - Grafting		123.33
00418753	02/12/2021	Boyes, Thomas	01-5600	barn supplies		149.52
00418754	02/12/2021	Close Door, Paint & Trim	01-4300	door closers		274.56
00418755	02/12/2021	Colusa County Farm Supply	01-4300	cylinder rental		70.05
00418756	02/12/2021	Gold Star Foods	13-4700	credit	200.13-	
				food	2,390.77	2,190.64
00418757	02/12/2021	HILLYARD/SACRAMENTO	01-4300	supplies		1,539.96
00418758	02/12/2021	Hysten Distributing	13-4700	credit	40.50-	
				milk	2,053.38	2,012.88
00418759	02/12/2021	Maximum Pest Control	01-5800	pest control		510.00
00418760	02/12/2021	MJB Welding	01-4300	cylinder and gas		66.50
00418761	02/12/2021	Office Depot	01-4300	supplies		110.36
00418762	02/12/2021	Reading Oil Inc	01-4325	fuel		990.51
00418763	02/12/2021	School Lockers	01-4400	lockers - technology	12,352.21	
				Unpaid Sales Tax	841.54-	11,510.67
00418764	02/12/2021	TCSIG	01-9514	Feb Health ins class/unrep		14,469.00
00418765	02/12/2021	Victoria Wilson	01-4300	reeds and drumsticks		221.76
00418766	02/12/2021	Western Business Products	01-5650	copier maint		45.07
00418767	02/12/2021	Williams Pioneer Review	01-5820	custodial announcement		30.00

The preceding Checks have been issued in accordance with the District's Policy and authorization of the Board of Trustees. It is recommended that the preceding Checks be approved.

ESCAPE ONLINE



Checks Dated 02/01/2021 through 02/28/2021

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
00418768	02/12/2021	Willows Ace Hardware	01-4300	supplies		167.95
00418918	02/19/2021	Amber Charter	01-4300	speaking backdrop		70.18
00418919	02/19/2021	Frontline Technologies Group	01-5200	Training -Pearson		95.00
00418920	02/19/2021	Grow West	01-4300	Air Hose		47.74
00418921	02/19/2021	Johnnys Seeds	01-4300	Ag Supplies		58.18
00418922	02/19/2021	Lozano Smith LLP	01-5870	legal fees		265.50
00418923	02/19/2021	Office Depot	01-4300	maint supp		41.60
00418924	02/19/2021	Payless Buiilding Supply	01-4300	Ag Barn supplies		1,788.60
00418925	02/19/2021	Prevention & Invention Serv ices LLC	01-5800	CTEIG grant services		9,600.00
00418926	02/19/2021	Recology Butte Colusa Counties	01-5520	garbage service		1,570.76
00418927	02/19/2021	School Services of California	01-5200	Governors Budget Workshop		240.00
00418928	02/19/2021	School Specialty	01-4300	class supplies		82.83
00418929	02/19/2021	Small School Districts Assn.	01-5200	training - Pearson		50.00
00418930	02/19/2021	Sullivan Show Supply	01-4300	ag supplies		232.52
00418931	02/19/2021	Top Tier Datacom	01-5800	Edunet wiring		21,750.00
00418932	02/19/2021	US Bank Corp Payment Systems	01-4100	health book spanish edition	125.06	
			01-4300	bathroom supplies	120.79	
				computer cords	17.15	
				Disinfectant	547.48	
				english for spanish speaker	23.54	
				Lanyards	231.48	
				Propane	17.51	
				seeds	79.48	
				supplies	647.12	
				wall plate	8.45	
				Unpaid Sales Tax	42.38-	1,775.68
00419056	02/26/2021	Elena Gomes	01-3701	Gomes Feb Inc		677.00
00419057	02/26/2021	Johnnys Seeds	01-4300	seeds	5.09	
				Unpaid Sales Tax	.34-	4.75
00419058	02/26/2021	Kathy Jones	01-3701	Jones Feb Inc		635.00
00419059	02/26/2021	Mitel Net Solutions	01-5900	long distance		147.60
00419060	02/26/2021	Office Depot	01-4300	stamp		24.69
00419061	02/26/2021	Show Smart	01-4300	show smart year 2020-21		650.00
00419062	02/26/2021	SPURR	01-5530	Gas and PGE trans		5,019.72
00419063	02/26/2021	TCSIG	01-9516	Feb workers comp		3,268.00
00419064	02/26/2021	Walmart Community	01-4300	Reading COunts Incentive		226.61
00419065	02/26/2021	Williams Pioneer Review	01-5800	legal Posting		48.00

The preceding Checks have been issued in accordance with the District's Policy and authorization of the Board of Trustees. It is recommended that the preceding Checks be approved.

ESCAPE ONLINE

Checks Dated 02/01/2021 through 02/28/2021

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
<b>Total Number of Checks</b>					<b>59</b>	<b>132,796.09</b>

Fund Summary

Fund	Description	Check Count	Expensed Amount
01	General Fund/county Sch.srv.fc	50	115,574.02
13	Cafeteria Fund	9	18,106.33
Total Number of Checks		<b>59</b>	133,680.35
Less Unpaid Sales Tax Liability			884.26
<b>Net (Check Amount)</b>			<b>132,796.09</b>

The preceding Checks have been issued in accordance with the District's Policy and authorization of the Board of Trustees. It is recommended that the preceding Checks be approved.

ESCAPE ONLINE

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

**February 10, 2021**  
**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.

Join Zoom Meeting

<https://us04web.zoom.us/j/75782462755?pwd=SlIaaGltWWdXNDQ0dmhldEVad1RoQT09>

Meeting ID: 757 8246 2755

Passcode: vz36Cz

**1. CALL TO ORDER 5:00 p.m.**

**ROLL CALL**

**Board Present:(4) Kelly Haywood, Diana Kemp-Azevedo, Tom Charter, and Mark Sutton**

**Board Absent: (1) Jason Bowen**

**2. PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was led by Bailee Haywood and Shelby Dunlap.

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

A motion was made to approve the agenda adding item 7J Surplus of high school lockers and adding to item 11D Public Employment Gov't Code 54957 Certificated English Teacher Resignation by Diana Kemp-Azevedo and was seconded by Tom Charter, motion carries.

**\*\*Jason Bowen arrived at 5:02 p.m.\*\***

**4. PUBLIC DISCUSSION**

Maxwell High School FFA members Bailee Haywood and Shelby Dunlap recited the FFA Creed.

**5. REPORTS**

**A. School Reports**

**Maxwell Unified School District**

1) Business Manager- Danielle Wilson deferred until item 8G.

2) Elementary/Middle School Principal- Staci deWit reported the elementary and middle schools would like to welcome Mark Sutton to the school board. We are currently busy testing for the ELPAC. We gave out our first round of Reading Counts awards. Students have been working hard at reading. Twenty-five books and tons of treats were handed out to students. We are utilizing our after-school program time by providing intervention to students. Fourth grade is doing a math club after school two times a week. Parent teacher conferences are scheduled for February 24- February 26.

3) Superintendent/Principal- Summer Shadley reported that she will be meeting with Sutter County Office of Education on the greenhouse project. We are due for a WASC three-year mid-cycle visit. The WASC report has been submitted and the visit is scheduled for March 21<sup>st</sup> and

March 22<sup>nd</sup> The high school is looking at possibility of starting a golf club or team. We have fourteen students that have expressed interest in joining. We are working on LCAP, we are on a new LCAP cycle. We will be holding stakeholders meeting. Progress reports are going out tomorrow for the high school, grades were due today. The Sites Project annual report was provided. We will begin looking at the impact of the Sites Reservoir on our school.

4) Maintenance/Facilities/Transportation- Jeff Hoskins reported that we are working on installing drinking fountains. We have received new lockers for the high school, they will be put in over the February break. We will surplus the old lockers. The doors on the high school bathrooms are being replaced. We have been meeting with George Parker, he is helping to assess our facilities to develop a long-term maintenance plan. The bus is still in the shop. The exhaust filter was plugged. We will pick the bus up tomorrow.

5) High School ASB Representative- Laynee Haywood reported that ASB will have homecoming dress up days. The dress up days will be decided at the meeting tomorrow. We are looking into purchasing a mascot flag for games and school spirit. FBLA had the North Section Conference last weekend. We had three teams place in the top six: Hospitality Management, Sports Management, and Marketing. FFA had five members receive their state degree this year and one member submitted their proficiency, we had members compete in Creed Speaking. We have our Tri-Tip BBQ on February 25<sup>th</sup>, if you would like tickets see Mrs. Charter.

## **B. Other Reports**

1) Governing Board- None

2) Bus Barn- Danielle Wilson reported that they had another meeting regarding the bus barn. We got a quote from the Pacific Buildings. We need to go back and have the quote altered to match the size that we had versus the size that we want. We are working with another contractor to do the same, so that we have a baseline when working with insurance. The project will go out to bid.

## **6. CONSENT AGENDA (Action Item)**

*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 January-** *(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. Minutes:** [MUSD Regular Board Meeting January 13, 2021](#)

**C. Surplus: Bus-** [2009 Blue Bird School Bus VIN: 1BAKGCPA09F257443](#)

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

## **7. PRESENTATION/DISCUSSION AND/OR ACTION ITEMS**

### **A. School Full Day Reopening**

Summer Shadley led discussion on reopening school full day. A cost analysis was provided to show the cost of providing distance learning. We are looking at the possibility of re-opening full day on March 15, 2021.

### **B. COVID-19 Prevention Plan (CPP)**

A motion was made to approve the COVID-19 Prevention Plan by Diana Kemp-Azevedo and was seconded by Mark Sutton, motion carries.

### **C. MUSD Coaching Stipend Comparison (Exhibit)**

Summer Shadley led discussion on MUSD coaching stipends compared to other districts in the county.

- D. MUSD Academic Technician- Grant Funded Job Description (Exhibit)**  
A motion was made to approve the Academic Technician- Grant Funded Job Description by Mark Sutton and was seconded by Jason Bowen, motion carries.
- E. MUSD Director of Career and Technical Education/Career Counseling Job Description (Exhibit)**  
A motion was made to approve the MUSD Director of Career and Technical Education/Career Counseling Job Description by Tom Charter and was seconded by Diana Kemp-Azevedo, motion carries.
- F. MUSD Get Focused, Stay Focused Implementation Coordinator & Student Leadership Development Job Description (Exhibit)**  
A motion was made to approve the MUSD Get Focused, Stay Focused Implementation Coordinator & Student Leadership Development Job Description by Jason Bowen and was seconded by Diana Kemp-Azevedo, motion carries.
- G. Resolution #20-21-06 Tax and Revenue Anticipation Notes (TRANS) District Recommendation (Exhibit) Resolution #20-21-06 (Exhibit) District Note Purchase Agreement (Exhibit) Indenture by and between US Bank National Association, As Trustee and California School Finance Authority (Exhibit)**  
A motion was made to approve Resolution #20-21-06 by Jason Bowen and was seconded by Diana Kemp-Azevedo, motion carries.
- Azevedo     aye    nay    absent    abstain  
Bowen         aye    nay    absent    abstain  
Charter       aye    nay    absent    abstain  
Haywood     aye    nay    absent    abstain  
Sutton       aye    nay    absent    abstain
- H. Consolidated Application for Funding (Exhibit)**  
A motion was made to approve the consolidated application for funding by Diana Kemp-Azevedo and was seconded by Tom Charter, motion carries.
- I. Ag Advisory Minutes- September 22, 2020 (Exhibit)**  
a. Informational Item

**8. ITEMS FOR NEXT BOARD OF TRUSTEE MEETING**

- **Second Interim Report**
- **High School PE Requirement**

**9. BOARD OF TRUSTEES REQUEST FOR INFORMATION**

None

**10. OPPORTUNITY FOR THE PUBLIC TO ADDRESS THE BOARD CONCERNING ITEMS WITHIN THE CLOSED SESSION PORTION OF THE AGENDA**

**11. CONVENE TO CLOSED SESSION**

**Start Time: 5:51 p.m.**

- A. Negotiations- California School Employee Association Gov't Code 54957
- B. Negotiations- Maxwell Teachers Association Gov't Code 54957
- C. Public Employment Gov't Code 54957

<b>Certification</b>	<b>Position</b>	<b>Status</b>
Classified	ASES Paraeducator	New Hire
Classified	Custodian	New Hire

Classified	Temporary Custodian	New Hire
Classified	Cafeteria Worker I	New Hire
Certificated	Business Teacher	Resignation

**12. RECONVENE TO OPEN SESSION**

**End Time: 7:22 p.m.**

**13. ANNOUNCEMENT OF ACTIONS TAKEN IN CLOSED SESSION AND OF THE ROLL CALL ON THE ACTIONS**

- A. No action
- B. No Action
- C. The board voted to approve the Public Employment:

<b>Certification</b>	<b>Position</b>	<b>Status</b>
Classified	ASES Paraeducator	New Hire
Classified	Custodian	New Hire
Classified	Temporary Custodian	New Hire
Classified	Cafeteria Worker I	New Hire
Certificated	Business Teacher	Resignation
Certificated	English Teacher	Resignation

**14. ADJOURNMENT**

The meeting was adjourned at 7:22 p.m.

# MAXWELL UNIFIED SCHOOL DISTRICT

## Request for Declaration of Surplus Property

Item Description (include make, model, serial number, and/or any other identifying characteristics):

See attached

Current Location (site, room number, etc.):

IT office

Assigned to (grade, department, etc.):

District Tech Dept.

Reason for property to be declared surplus:

Unused

Estimated Value of Property:

~\$1000

Originally Purchased with Special Funds (VEA, ROP, etc.)?

If so, please designate:

N/A

Requested by:

Nicholas Wilson

Date:

2/22/20

Item Type	Brand	Serial
Monitor	Gateway	MRB54 50H 02738
Speakers (external) (2x)		
VGA Cable (14x)		
Power Cord (39x)		
Mouse	Light up one	
Printer Cable (8x)		
Mouse (idk) (110x)		
Speakers (external)	Too old to care	
Random Power Adapter (3x)		
Soundbar (monitor speakers)	Gateway	
Monitor (broken)	Gateway	900W
Apple Keyboard	Apple Keyboard	A1243
External Hard Drive	Lacie	500GB
External Hard Drive	Maxtor OneTouch 4	1TB
Keyboard	HP	
Intertel Phone		
HP Desktop (idk what to do with it yet)		
3M Keyboard Arm Rest		
Keyboard Desk		
Laptop	Gateway	M360
Chromebook Keyboards (x20)		
Coaxial Cable (1x)		
Keyboard (44x)		
Monitor	Acer	AI1515
Power Adapter (2x)		
Elmo (2x)		
Dell E178 (1x)		
Internal Laptop DVD Drive		
Micro USB (1x)		
Old Follett Scanner		
Triview monitor	1402S	
DVR power supply		
3 Headsets		
Headphones (x16)		
Gateway MFATXPNT MDPE4100 (x2)		
APC 1400XL		
APC 1400XL Battery Extension		
100 MBPS unmanged switch		
Ethernet Cables (x2)		
Old Cisco SD2008 Gigabit Switch		
USB Hub		
Speakers (x2)		
Mac OS X Server OS Disk		
Final Cut Pro 2		
Gateway 1450		
DVR power supply		
2 internal HDDs		
WD external HDD		
Apple iBook 1170		
2 Spare iBook Batteries		
ONKYO Dual Cassette Desk		

Rum Switch (M)



Item Type	Brand	Serial	Condition	Units	Price
Monitor	Gateway (10x)	FPD1765			1 15 dollars
Monitor	Gateway (4x)	FPD1730			2 5 dollars
Monitor	Gateway	900W			1 5 dollars
Monitor Speaker Bar	(3x)				
Laptop	HP (6x)	Probook 650 G1	No battery, untested		3 150 (if working)
Desktop (tower only)	Gateway	e-2500d			
?	Frontrow	925C Transmitter Charger, complete kit			
	Gateway (6x)	FPD 1565			
NEC	VT480		Not Tested		1 30
hard Drivew	HGST	500GB			
Switched Managed	HP (2x)				
Unmanaged Switch	HP (2x)				
Cisco Router	1x				
HP Compaq 8200					
Dell Optiplex					
Monitor	Gateway (4x)	FPD1975W			
	Gateway (3x)	FPD1775			
	Gateway (3x)	TFT1780PS			
Startek SATA TO IDE					
VGA to HDMI adapter		FPD1975			
Arlo security camera parts					

Maxwell Unified School District  
Memorandum of Understanding (MOU)  
Between  
Maxwell Unified School District (MUSD)  
and  
Maxwell Teachers Association (MTA)

This Memorandum of Understanding is between MUSD and MTA. It is agreed that teachers who are teaching full day and providing instruction to distance learners will be paid the following:

TK-5<sup>th</sup>- \$1200 paid to teacher for each distance learner on roster.

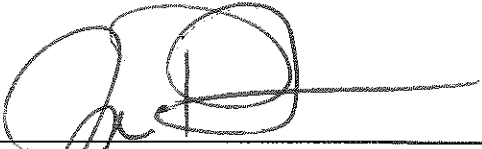
6-12<sup>th</sup>- Paid at a rate of \$1200 per-student pro-rated 1/7 for each period a teacher has the student enrolled.  $\$1200/7 = \$171.42$  per period.

There are 53 days of school from March 15- June 3<sup>rd</sup>. TK-5 teachers will be paid \$22.64/Day for each student they have enrolled. 6-12<sup>th</sup> grade teachers will receive \$3.23/Day for each period in which a distance learner is enrolled.

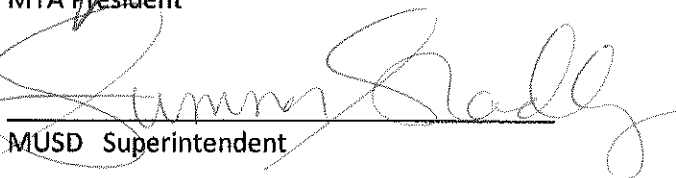
Teacher will complete time sheet (exhibit A and B) and submit to administrator on the last day of the month. Payment will be made on the 10<sup>th</sup>.

A stipend is being provided because working with distance learners will require teachers to work above their contracted hours.

This MOU is expires June 3, 2021.

  
\_\_\_\_\_  
MTA President

3/4/2021  
Date

  
\_\_\_\_\_  
MUSD Superintendent

3/4/21  
Date

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Second Interim Report

**Maxwell USD LCAP status 2019/2020**

**Goal 1: Maxwell Unified School District will strive to provide a broad course of study for all students from a highly qualified credentialed staff working towards full implementation of the California state standards.**

Action #	Actions & Services	2019/2020 Status	Budget Amount
1	K-12 Next Generation of Science Standards (NGSS) or other textbooks in broad course of study, review and select by staff, review by the public, and adopt by the Board of Education by June 30, 2020. This will increase the access to current materials for all unduplicated pupils. Th order placed July 1, 2020.	Staff in the process of evaluating curriculum. The District is not on course to adopt by July, 2020.	\$50,000.00
2	K-12 Next Generation of Science Standards textbook or other adopted materials training provided, with a focus on improving instruction for all unduplicated pupils. For the 2019/2020 school year.	Training is occuring through the Colusa County Office of Education and the Sacramento County Office of Education. The February and March Collaboration days are dedicated to on-site training.	\$28,000.00
3	Pacing guides and course of studies developed and correlated with California standards for NGSS or other broad course of study areas. Subject Matter Expert Coaching and Mentoring Support provided if available/needed.	Has not occurred.	\$1,500.00
4	K-8 Reading Specialists to support teachers and provide interventions for students.	Maintained a reading specialist for K-8.	\$91,055.00
5	Provide online classes, online credit recovery support, and small group capital ELA/ELD support to students in grades 9-12.	Maintained these offerings for high school students	\$30,000.00
6	Continue update of library software and books for reading counts/libraries if the funding available.	Annual process as needed	\$5,000.00
7	Provide two elementary school teachers to avoid large class sizes and combination classes which will increase services for our unduplicated and English learners.	Maintained two elementary teachers to avoid large class sizes.	\$181,382.00
8	Eliminated for the 2019–20 20 school year		\$0.00
9	Mentor Support for Intern Teacher. Mentor will support implementing standards based curriculum and supporting English learners with a minimum of 96 hours of consultation/collaboration time.	Mentor was implemented for an intern teacher for the 2019 Dash 2020 school year	\$4,000.00
10	Certificated staff to attend summer professional development in Nashville TN, related to the C3WP Writing Project Grant and ELA writing standards. Grant only covers cost of two staff to attend. We will be sending six teachers to the writing workshop.	Action was implemented for the summer training.	\$5,000.00
			\$395,937.00

Maxwell USD LCAP status 2019/2020

**Goal 2: Maxwell Unified School District will continue to provide all students with a rigorous and challenging education, instructional assistance, and tools necessary for college and/or career readiness.**

Action #	Actions & Services	2019/2020 Status	Budget Amount
1	Staff in-service will be provided on best teaching practice, analyzing MAP assessment data and technology based intervention/differentiated instruction. This will be completed during staff development days, collaboration days and webinars.	Staff development for staff has included Tools for Teaching, Acellus coding and online classes, MAP data analysis, and NGSS Science Standards, and the National Writing Project.	\$15,000.00
2	Staff will be offered per diem with respect to an on-site professional development day on implementing our STEM coding and robotics grant program. Training to be held on August 6, 2019.	Professional development day was completed with the majority of staff in attendance.	\$10,000.00
3	Provide math and ELA interventions for Middle School using a technology-based intervention program (Edgenuity).	Edgenuity was purchased to assist in interventions and differentiated instruction.	\$3,495.00
4	Provide K-5 math and ELA interventions using a technology-based intervention program (Edgenuity).	Edgenuity was purchased to assist in interventions and differentiated instruction.	\$10,495.00
5	Provide math and ELA interventions using a technology-based intervention program (Edgenuity). In addition, provide access for students to online classes opportunities and credit recovery.	Edgenuity was purchased to assist in interventions, differentiated instruction, and online classes	\$9,495.00
6	Qualifying unduplicated students will be offered GATE opportunities after school	GATE opportunities have been offered to qualified and duplicated students	\$2,365.00
7	Continue purchase of chromebooks until each school is one to one.	Chrome books have continued to be purchased the school year to reach our goal of 1 to1 for students	\$12,000.00
8	Budget for replacement technology as needed. For instance replacement cost of student chromebooks and staff computers.	Replacement technology is being purchased throughout the school year.	\$10,000.00
9	A paraprofessional will be utilized at the high school to help support English learner progress.	This action has not occurred for the 2019-2020 school year.	\$13,113.00
10	After School tutorial services will be provided by certificated staff to support students academic success.	Tutorial services are being offered to students.	\$20,000.00
11	Summer school opportunities will be provided for students behind grade level or for credit recovery and grades 4-12.	Summer school was offered in the summer of 2019 and is planned to be offered in the summer of 2020.	\$20,000.00
12	One day of required professional development for staff to begin the school year to able staff to focus on areas of needs for unduplicated students.	Staff participated in a beginning of the school year professional development with the topic- "Tools for Teaching".	\$10,000.00
13	Provide support and research expansion of CTE pathway offerings through adding a agriculture teacher position, professional development opportunities, and STEM opportunities related to career pathways.	Maintained a second ag teacher (shop) for the 2019–2020 school year. Put in place three or maintained three CTE pathways.	\$113,250.00
14	Implement a district-wide technologybases benchmark assessment system (Measures of Academic Process-MAP). The cost of the implementation will include the program, training for staff, and a summer conferenc	Maintained the MAP assessment system.	\$15,000.00

15	Purchase student site licenses for the Acellus STEM Grant coding and other course access. (75% covered by the grant, 25% by the District).	Site licenses were purchased for a Acellus.	\$8,000.00
16	Cost of professional development services related to the Acellus STEM Grant (50% covered by Grant, 50% covered by District).	Acellus professional development was purchased.	\$3,797.50
17	Purchase a Acellus STEM Working stations- three students to each pod. 5 level 1 pods and 5 level 2 pods. (50% covered by the STEM Grant 50% covered by District)	Acellus STEM working stations were purchased.	\$18,185.00
18	Purchase curriculum and supplies to expand elective course offerings and grades 6-8.	Curriculum and supplies purchased as needed.	\$5,000.00
19	Through our CTEIG grant funding improve pathways and expand college and career readiness support for all students. This will be accomplished with dual enrollment classes, a career exploration program, support job shadowing and field trips, and college trips.	Supplies and CTE pathway support material has been purchased throughout the school year.	\$75,000.00
			\$374,195.50

**Maxwell USD LCAP status 2019/2020**

**Goal 3: Maxwell Unified School District will continue to engage both parents and students in order to provide a safe environment conducive to learning for all students and staff.**

Action #	Actions & Services	2019/2020 Status	Budget Amount
1	Implement random searches by Interquest Detection Canines of North Valley to support a safe environment for students.	Maintain random searches for the 2019-2020 school year.	\$3,500.00
2	Provide parent, student, and staff surveys that address the state priorities listed in the LCAP. Observations and conversations to be included. Surveys to be provided each spring. Surveys will be analyzed and discussed with all stakeholder groups.	The healthy kids surveys were given in the fall of 2019 in place of the parent survey.	\$500.00
3	Provide assemblies and programs on character building, anti-bullying, and social media awareness.	An assembly occurred related to the dangers of vaping, tobacco, and marijuana. Mr. Brown Character Assembly will not be utilized this school year.	\$20,000.00
4	Implement random drug testing program for students participating in extracurricular activities (sports).	Drug testing program is in place for the 2019-2020 school year	\$3,300.00
5	Provide awards – ribbons for positive student recognition	Maintained for the 2019-2020 school year	\$10,000.00
6	Provide uniforms for high school physical education and equipment for Physical Education and recess/break time to help improve school culture and climate.	Purchase of uniforms was not utilized.	\$5,000.00
7	Provide Family Literacy Nights in order to engage parents and the community in a positive school culture and climate.	Family Literacy Night as planned.	\$2,000.00
8	Replace and add security cameras to the high school campus to increase positive school climate and safety.	Security cameras have been added to the high school campus.	\$15,490.00
			\$59,790.00

# Maxwell High School Grade Analysis

## High School 1st Semester F

# of Periods with F	# of Students with F	9	10	11	12
40	13	4	4	4	1

## High School 3rd Quarter Progress F

# of Periods with F	# of Students with F	9	10	11	12
88	40	10	11	13	6



MAXWELL UNIFIED SCHOOL DISTRICT  
DISTRICT'S INITIAL SUNSHINE PROPOSAL  
TO  
MAXWELL TEACHERS ASSOCIATION

March 4, 2021

Consistent with the relevant provisions of the Educational Employment Act (Government Code section 3540 *et seq.*), including Section 3547 of the Government Code, the Maxwell Unified School District ("District") sunshines the following initial proposals for its reopener provisions in its collective bargaining agreement with the Maxwell Teachers Association ("MTA") for the 2020-2021 school year.

1. Article XIX/Class Size

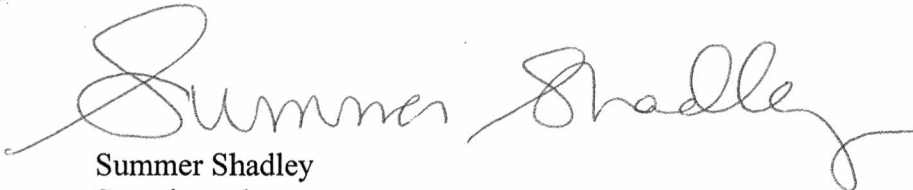
The District proposes to review the class size minimum, and maximum listed under 2a.

2. Article VI/Hours and Length of Work Year

The district proposes to review hours and length of work year. Sections A, E, F, and I.

3. Article XX/Duration

Current CBA ended on June 2020. The duration of the agreement needs to be updated to reflect a new 3-year cycle ending on June 2024.



Summer Shadley  
Superintendent  
Maxwell Unified School District



**Maxwell Teachers Association**  
**Maxwell Unified School District**  
**P.O. Box 788 / 515 Oak Street**  
**Maxwell, CA 95955-0788**

March 4, 2021

Please consider the following our official “Sunshine” document for the purpose of satisfying the Public Notification portion of the EERA. The Association will not be opening any additional articles for the 2020-2021 negotiations.

Mandatory Articles automatically open:

Article VIII – Salaries

Article IX – Health and Welfare Benefits

A handwritten signature in black ink, consisting of a large, stylized 'J' and 'P' followed by a long horizontal line extending to the right.

**John Patterson**  
**MTA President**



**MAXWELL HIGH SCHOOL  
515 OAK ST.  
MAXWELL, CA 95955**

**MID-CYCLE PROGRESS REPORT**

**\*MAXWELL UNIFIED SCHOOL DISTRICT\***

**March 22-23, 2021**

**Accrediting Commission for Schools  
Western Association of Schools and Colleges**

**CONTENTS**

I: Student/Community Profile Data.....	1
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IV: Progress on Critical Areas for Follow-up/Schoolwide Action Plan .....	13
V: Schoolwide Action Plan Refinements .....	16
VI: School Plan for Student Achievement .....	18

## **I: Student/Community Profile Data**

### **Include the following:**

- An updated student/community profile that includes the following: a brief, general description of the school and its programs; the school's vision, mission, and learner outcomes; student and faculty/staff demographics; and student achievement data for a three-year period.
- An updated summary of data with implications, identified critical learner needs, and important questions for staff discussion.

*Note: Use the current student/community profile and summary that has been updated annually since the last full visit and other annual progress reports. (See Task 1 of the Focus on Learning manual.)*

**Vision Statement** Maxwell Unified School District (MUSD) will provide a quality education where students acquire knowledge and skills needed to be successful as they continue their post-secondary education and/or enter the workforce.

**Mission Statement:** Maxwell Unified School District (MUSD) strives to provide a meaningful, rigorous academic program for all students within a safe and supportive environment, prepare all students to be career or college ready, positive contributors to society, and promote academic excellence in all students, personal integrity, and responsible decision-making.

### **Responsible, Self-Directed Learners WHO-**

- Pursue achievable, personal, educational and career goals
- Strive toward mastery of curriculum aligned to academic standards
- Persevere independently and collaboratively to apply knowledge and skills

### **Postive Contributors to hte Community WHO-**

- Actively participate in community service and leadership activities

### **Effective 21st Centruy Communicators WHO-**

- Exhibit proficiency in using various forms of technology for success
- Monitor academic progress and stay informed of school activities via electronic communication

## **School/Community Profile**

Maxwell is a small, agricultural community located approximately 61 miles northwest of Sacramento in the Sacramento Valley. Maxwells population is approximately 1,100 people and is contiguous to Interstate 5 and located in Colusa County. We are a rural community, and a large majority of our families are part of the agriculture industry. Rice, almonds, walnuts and a variety of other agriculture products are produced in Maxwell. Maxwell High School is a hub in the community and is supported by local community members.

Parents and local business leaders serve on our Agricultural Advisory Committee, meeting on

a regular basis to provide input, recommendations, and action plans to facilitate our thriving agriculture program. This organization is instrumental in maintaining our school facilities, such as the school barn and rodeo grounds, maximizing our involvement in FFA activities, such as promoting Ag Day in junction with the elementary school and helping our students participate in state and national conventions. Also, this committee helps the school host the annual rodeo. These committee members play a vital role in researching and contacting businesses to aid in the improvements included in the department's five-year improvement plan. These action items have been successfully researched and gradually completed so far this year. The committee members recommend items or improvements that can be included in this plan in order to continuously improve the agriculture program and provide our students various hands-on experiences that correlate with classroom curriculum and industry standards.

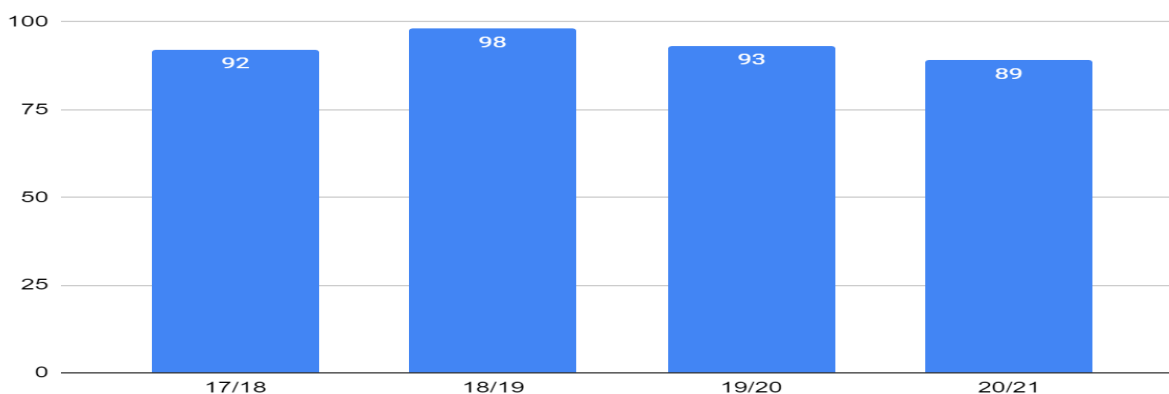
The Blue and Gold Boosters Club collaborates to raise money for the Maxwell High School sports programs. Their fundraising efforts make Panther sports possible, helping to arrange for travel to out-of-town contests, uniforms, equipment, stocking the snack bar for sporting events, etc. The school rarely arranges bus transportation for sports due to exorbitant costs. We have an active Blue and Gold Boosters, Parent Future Farmers of America, Music Boosters and parents and community members that are part of the FBLA-Professional Business Leaders.

Maxwell is a politically conservative community that takes pride in its agricultural traditions. Generations of families often live and work on the same plot of land. The majority of the student body participates actively in the annual rodeo event, sports, and/or Future Farmers of America (FFA) activities.

The 2020-2021 total school enrollment is 89 at the beginning of the school year (8/19/21.) The school currently serves 15 English Learners, 28 Redesignated Fluent-English-Proficient students (RFEP), and 0 migrant students. We are approximately 58% Hispanic and 42% white. We are a small necessary high school and offer a total of 50 class options, including 26 electives.

### School Enrollment

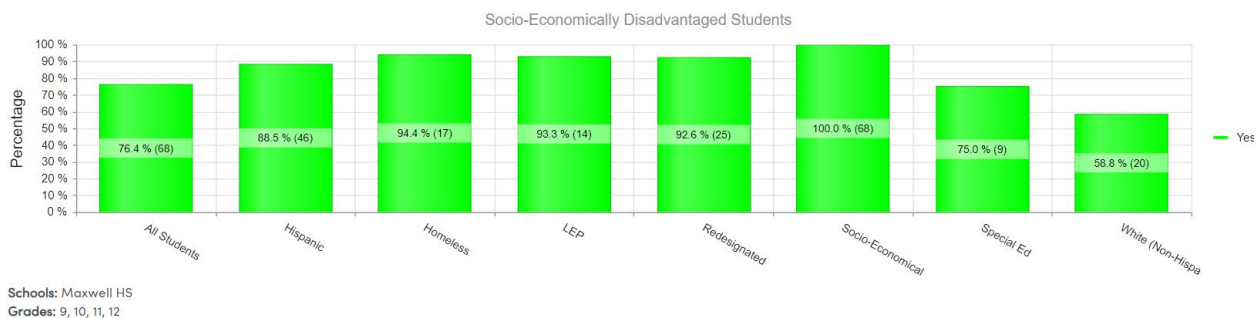
School Enrollment Number vs. Year



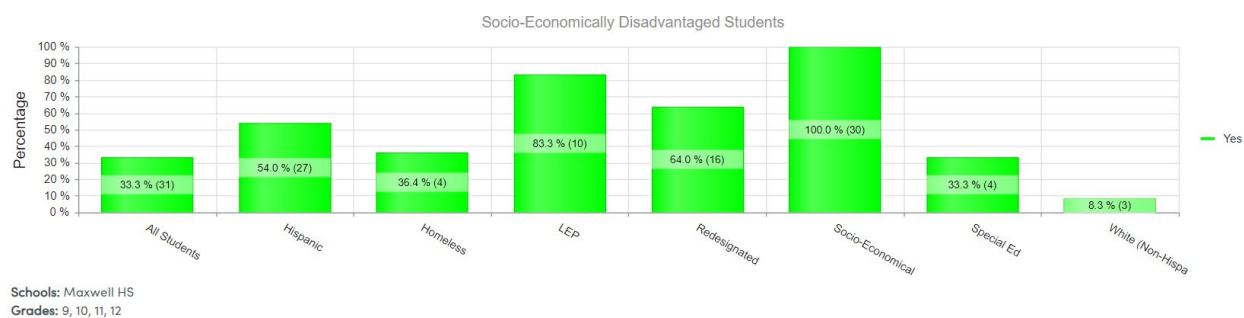
Our student population varies over the years. We are currently down about 30% from our accreditation nearly 9 years ago. Although our enrollment is currently down, we anticipate our enrollment to increase over the next 6 years as we have large classes at the middle and elementary school level.

## Economically Disadvantaged

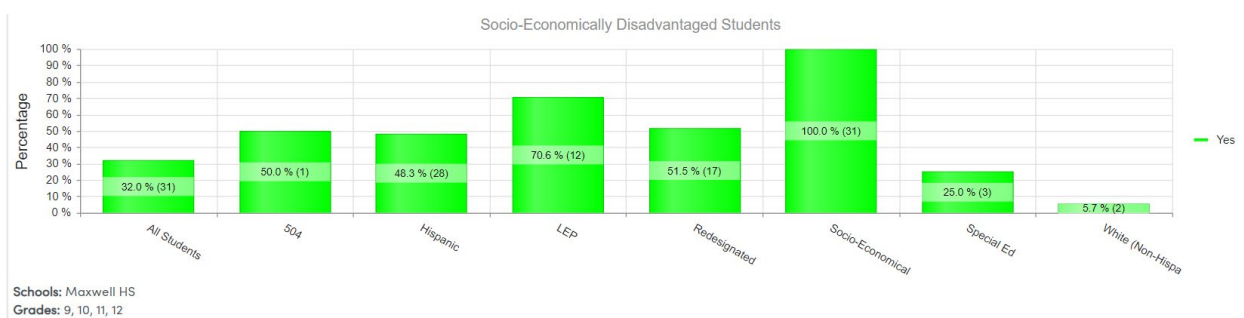
2020-2021



2019-2020



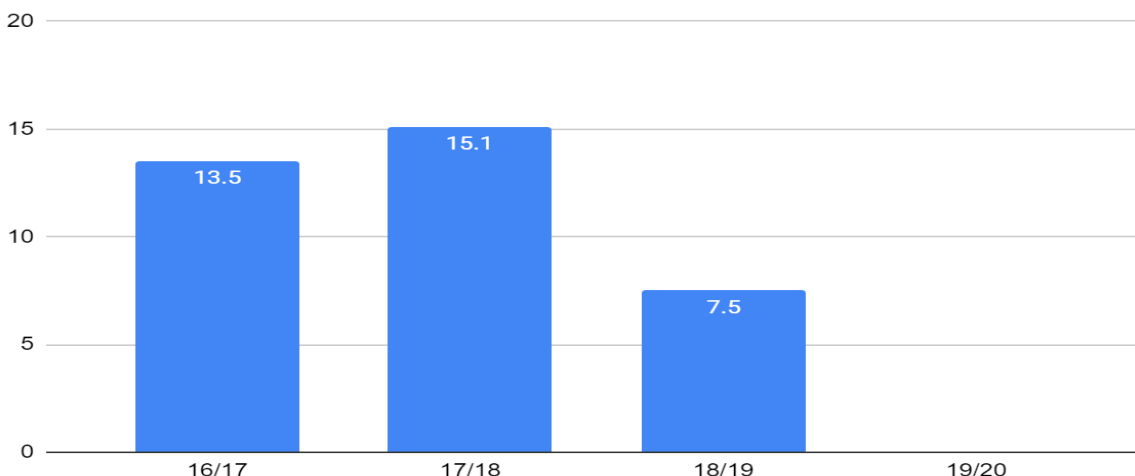
2018-2019



As you can see our economically disadvantaged data has increased significantly from 19-20 to 20-21. The District has been working hard this school year to clean up data reporting in Aeries and ultimately Calpads. Errors in data entry are the reason for this significant increase. We also made it a mission to gather free and reduced lunch forms this year, something that hadn't been a focus in the past. COVID made this more difficult than previous years, but we still managed to come out ahead.

### Suspension Rate by Year per Dashboard

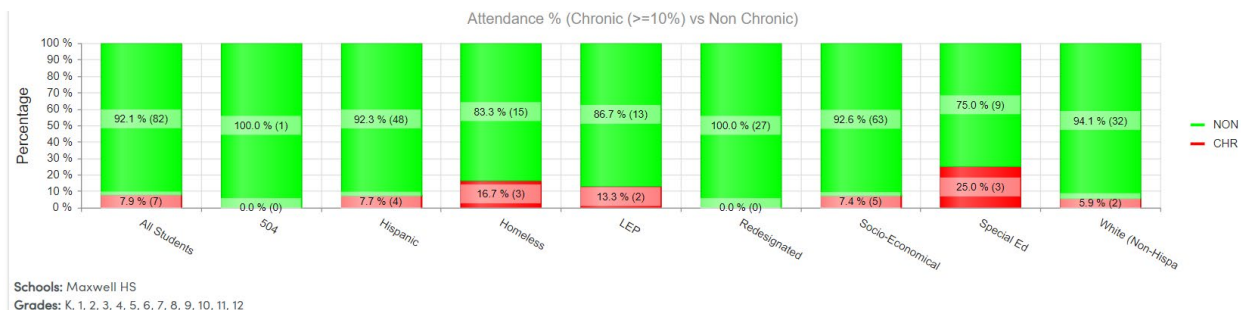
Suspension Rate vs. Year



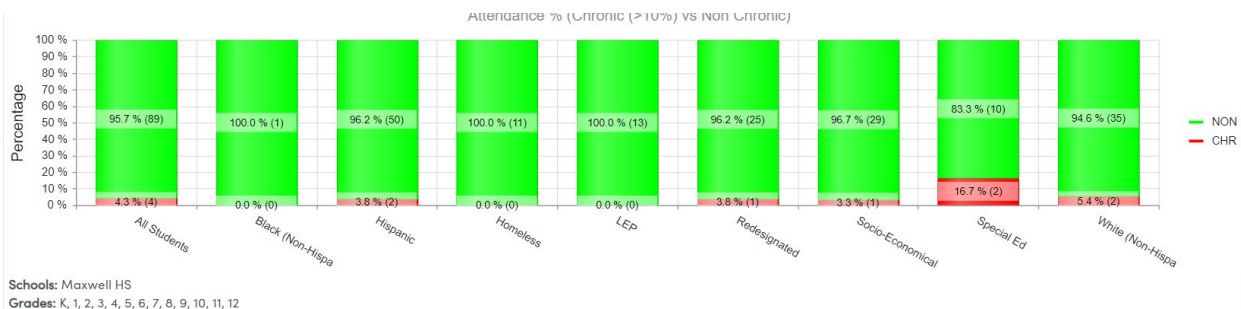
The goal is for students to remain in class to receive good first instruction from a qualified teacher. Our suspension rates were high in 16/17 and 17/18 partly due to the way we were reporting suspension data. We were reporting number of suspension and not number of students suspended. In 18/19 the principal worked to create alternatives to suspension, including collaborating with Colusa County Sherriff’s Department as well as our County Office of Education to provide educational outreach to students violating school rules. As a school site we are focusing on Social and Emotional Learning and implementing trauma informed practices into our classrooms to reduce the amount of discipline on campus.

### Chronic Absenteeism

2020-2021

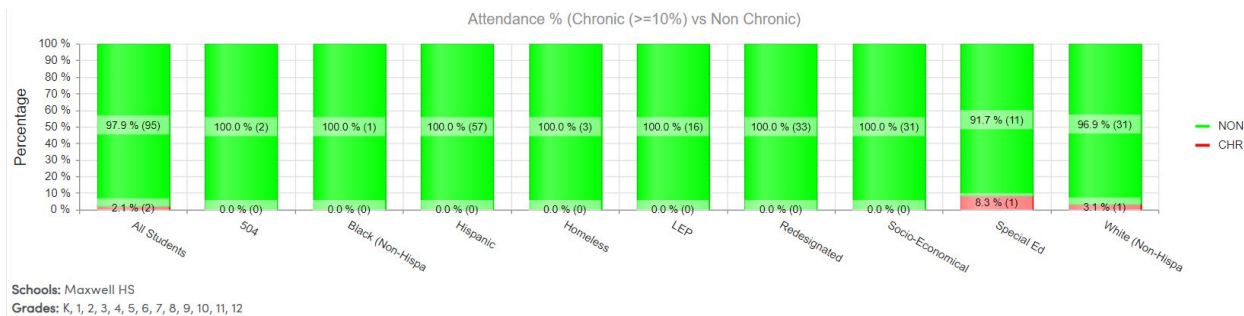


2019-2020





2018-2019



We have a small percentage of students who are considered chronically absent. However, there is a lack of process and follow through for students who are chronically absent. The District is working collaborative with our School Resource Officer to re-instate our School Attendance Review Board (SARB).

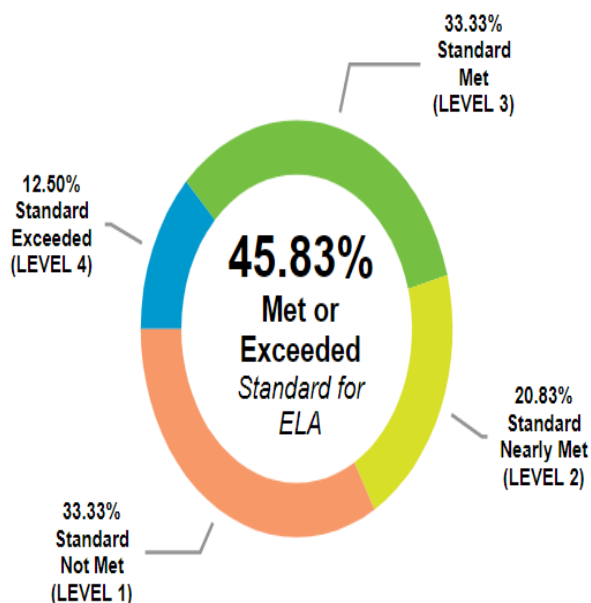
### CAASPP Data for ELA and Mathematics

2019-2020 CAASPP Data Not Available Due to COVID

2018-2019 CAASPP Data

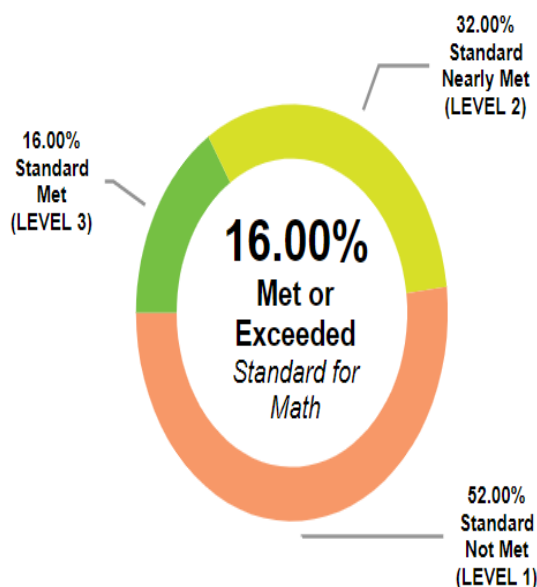
#### ELA

Percent of students within each achievement level



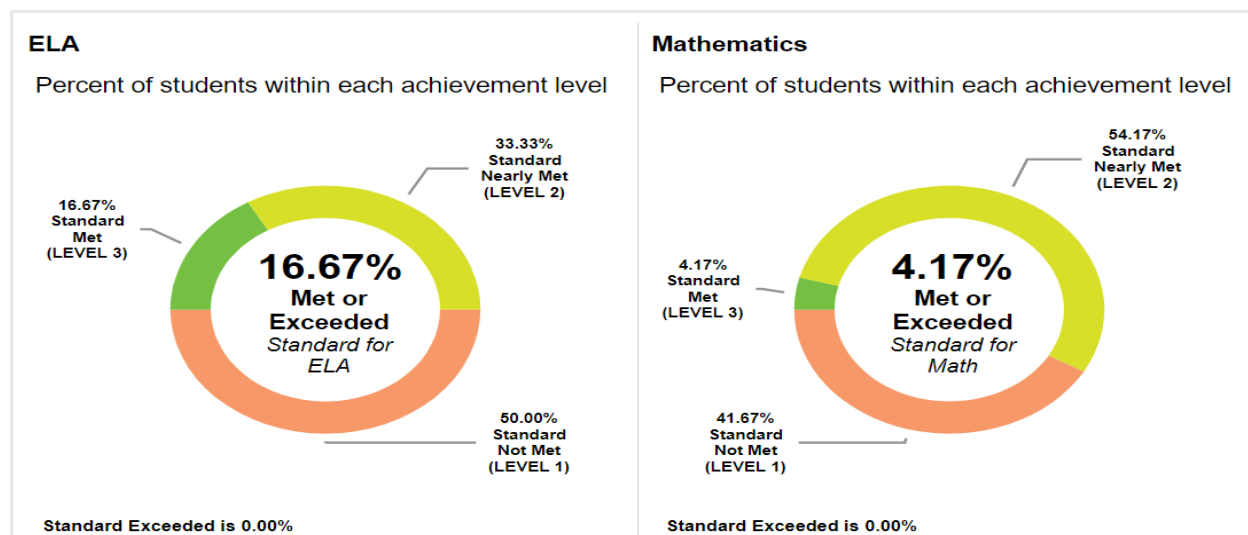
#### Mathematics

Percent of students within each achievement level

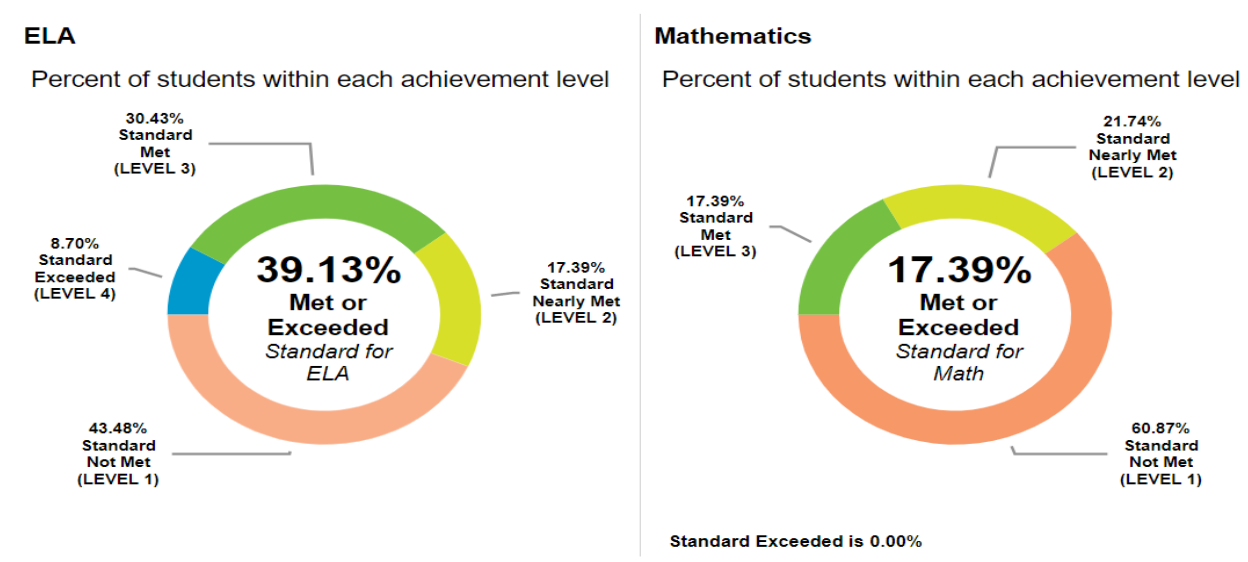


Standard Exceeded is 0.00%

2017-2018 CAASPP Data



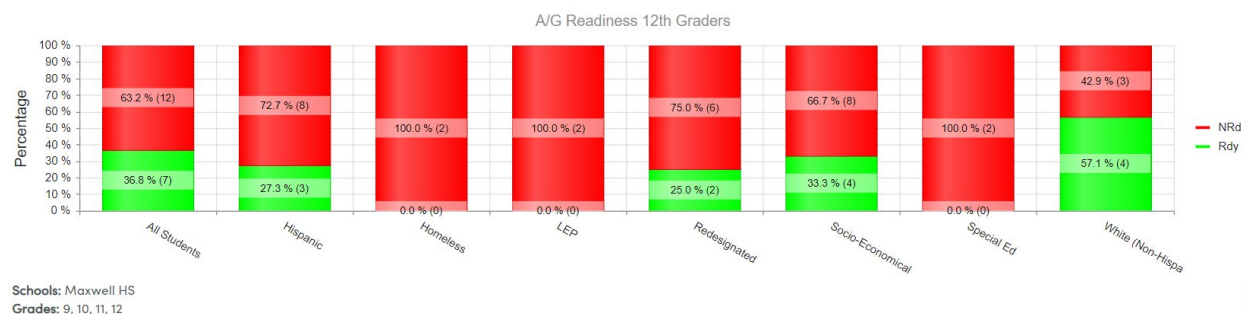
2016-2017 CAASPP Data



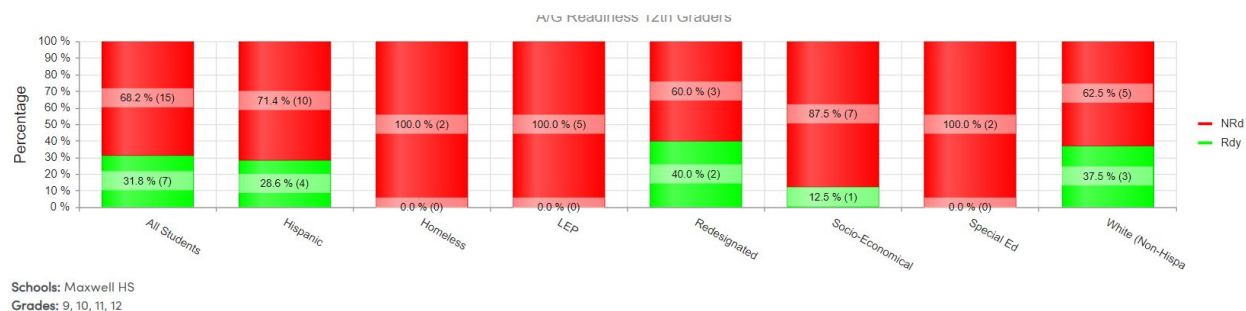
When looking at the scores above, it is evident that we tend to be stronger in ELA than in math. We have a large percentage of students who are meeting or exceeding standard in ELA but those same students are not meeting standards in math. When looking at like cohorts we do see growth. In 2015-2016 the 8<sup>th</sup> grade students scores a 21% in ELA and a 9% in math. We see the same pattern where we have a larger percentage of standard met in ELA. However, when you compare the 2015-2016 percentages to the same cohort of student in 18/19 we do see growth. We had 39% of our students in ELA meet or exceed standards and in math 17.39% an increase of 18.3% from grades 9-11 in ELA and an increase of 8.39% in math.

## A-G Readiness

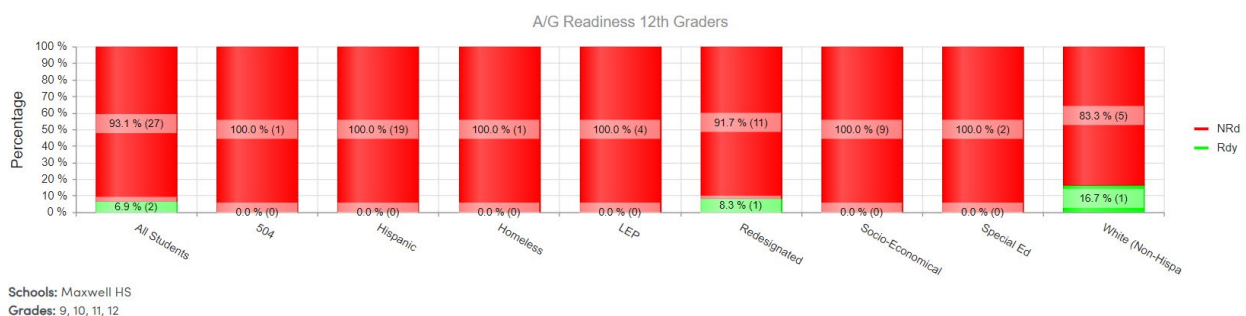
2020-2021



2019-2020

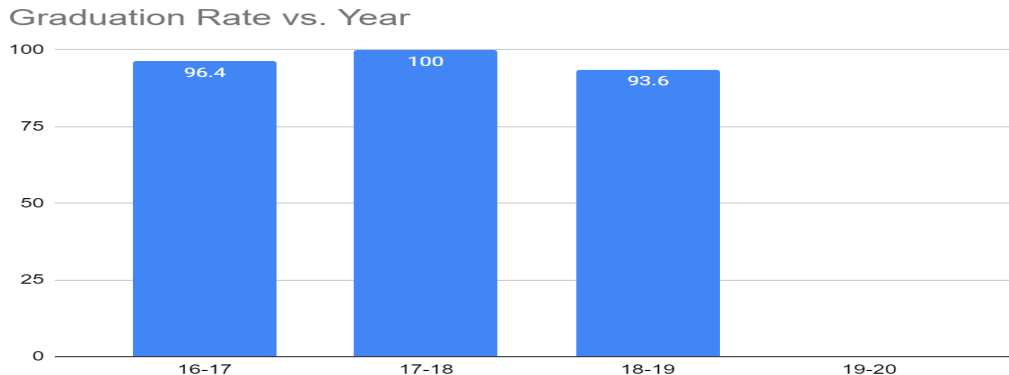


2018-2019



Maxwell High School is behind the curve when we compare our results to those statwide. We need to put systems in place that include meeting students bi-annually to discuss their progress towards meeting A-G requirements. This is a priority moving forward. The A-G list is also out dated and we are in the process of clenaing it up to ensure that we are offering an adequate number of high level classes to our students to prepare them for college. This includes adding all CTE and elective courses on our UC approved A-G course list. We received a grant which will fund a part time CTE coordinator and this will be one of their goals.

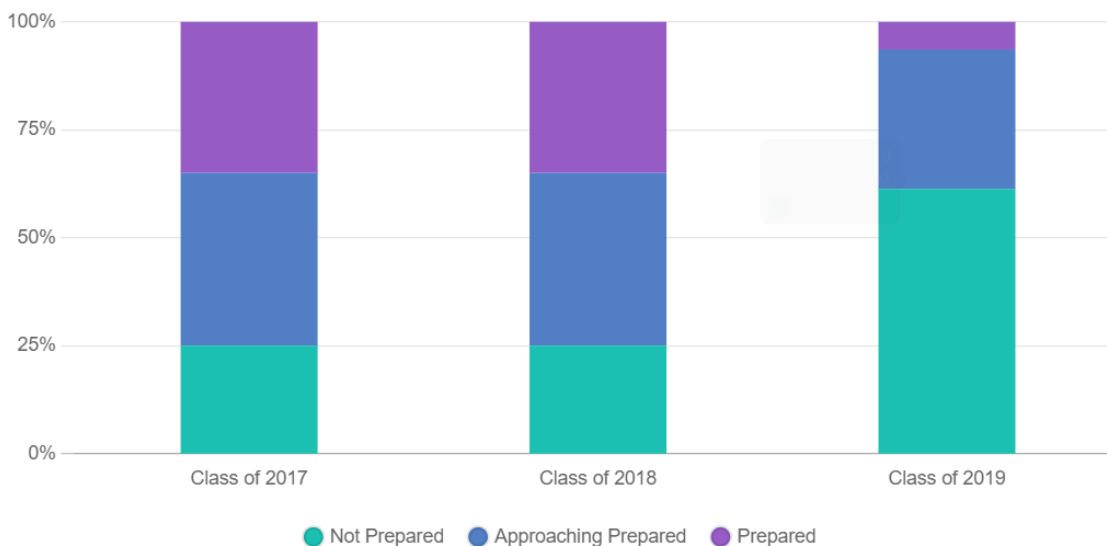
## Graduation Rate



Our small class size really distorts the percentages when looking at graduation rate. We have great partnerships with our School Resource Officers who makes home connections with students that are chronically absent. In addition, our academic advisor meets with students and helps them complete steps for life outside of high school. Where we fall behind is not having a counselor that can help address the needs of students who are not on graduation track. Unfortunately, for some of these students their needs are far beyond academics. The District has secured a grant that will fund a counselor for the next 2 years and graduation rates will be one of their focuses.

## College/Career

The percent of students per year that qualify as Not Prepared, Approaching Prepared, and Prepared.



It is evident that since 2017 we have had a low percentage of students considered to be prepared for college. We have received a grant that adds a College and Career Technician to our staff. This person will support our academic advisor who is currently only .4 FTE. It is also important to note that the data for CTE pathway completion wasn't being entered accurately so we didn't get credit for students who completed pathways in 2019. This error has been identified and remedied.

**II: Significant Changes and Developments**

- Include a description of any significant changes and/or developments, i.e., program additions since the last full visit, changes in student enrollment, staffing changes.
- Describe the impact these changes and/or developments have had on the school and/or specific curricular programs.

**Changes in Staffing**

Over the last three years, Maxwell high School has had many changes within its staff. See chart below for staff changes:

<b>2018-2019</b>	<b>2019-2020</b>	<b>2020-2021</b>
New History Teacher	New Director of MTO	New Superintendent/Principal
New English Teacher	No EL Para Educator	New Director of Technology
New Agriculture Teacher	New English Teacher	New Shop Teacher
New Shop Teacher		2 New Board Members
New Board Member		

The change in staff could impact the direction of the school, morale of the staff and impact changes that were already in place.

**Staff Development**

We have 5 collaboration days built into our calendar as minimum days. For the 2020-2021 school year our focus has been on Social and Emotional Learning (SEL). In addition, we meet weekly as a staff to celebrate “What’s Good,” discuss student concerns, and develop instructional strategies. Staff has also undergone the following training:

- Google Classroom, August 13, 2020
- English Learner Focus Group Developed, November 2020
- AERIES Documenting student/parent interaction, September 23, 2020
- NWEA MAPS training November 6, 2019, March 5, 2019
- Mypath training Oct 3, 2018
- Get Focused Stay Focused planning Oct 3, 2018, GFSF Training June 2019
- Next Generation Science Standards trainings March 4, 2020, Feb 5, 2020
- Updated homework policy 10-8-2018

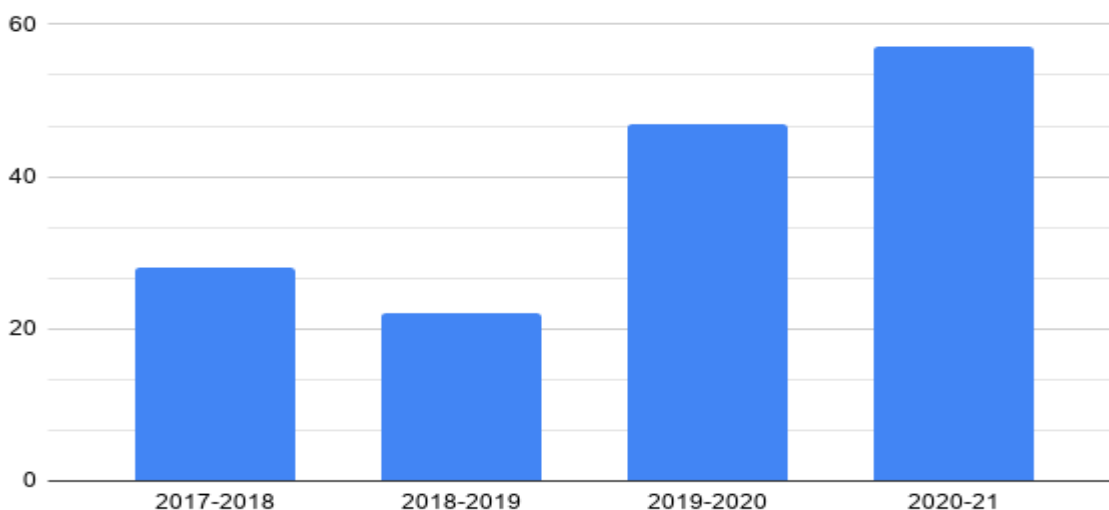
**Changes in Curriculum**

Since our last WASC visit we implemented Edgenuity and Acellus which are programs to support our credit recovery offerings at MHS. The Acellus program is also used as an enrichment in our business classes where students get the opportunity to learn coding. We also added a Yoga/Weightlifting class to the schedule and fully funded the implementation of the class.

In 2018, Maxwell High School added a second full time Agriculture teacher for the Ag Mechanics Shop. This allowed the Agriculture program to fully implement three pathways, Agriscience, Ag Mechanics and Floriculture (a sub-unit of Ornamental Horticulture). The addition of the second agriculture instructor provided more electives to students and provided more freedom in the schedule to allow students more choice in their classes.

Dual Enrollment articulations have increased significantly since our last WASC visit. In 2017/18 enrollments for DE credit was at 28, in 2018/19 there was a small dip to 22, 2019/20 had a large increase in growth due to the addition of AG60 which encompasses all freshman. Currently there are 57 enrollments in DE classes.

**Dual Enrollment by Numbers**



Maxwell High School added additional Dual Enrollment articulation agreements with Woodland Community College for: Careers in the 21st Century using the Get Focused, Stay Focused curriculum (Agriculture 60); Ornamental Horticulture (ENVHR20).

MHS Course	WCC Course	WCC Unit Value	2017-2018	2018-2019	2019-2020	2020-2021
Computers	BCA15	4	X	X	X	
Intro to Business	GNBUS10	3			X	
Marketing	GNBUS13	3			X	
Panther Success	AG60	3 units			X	X
Ornamental Horticulture	ENVHR20	3 units				X

**Changes in Technology**

Over the past year Maxwell High School has had huge growth in the areas of technology, partially due to COVID. The high school has moved to 1:1 Chromebooks for all students, this has allowed our students to have improved communication while on distance learning. All teachers have adopted Google Classroom as our Learning Management System (LMS), this has

given kids a sense of stability and uniformity across all classes. With all instructors using the same LMS it has eased transitions between in person and distance learning. All students were provided hot-spots, if needed to provide home internet availability for all which allows equitable access for all students for homework and distance learning. All staff have received new laptops, second monitors, Chromecast devices, document cameras, padlets and J-touch if wanted. The new technology allows teachers to stream devices much more easily than the old computers. With CTEIG funding we also purchased 3D Printer for our business classes to utilize. In addition to providing hotspots to all students, we also worked with the county to secure a spectrum through T-Mobile. This allows us to provide filtered internet to our students while they are at home. This was a major monetary investment for the District costing around 120K and was made possible with our learning loss funding.

### **Increase in Funding**

Over the past three years Maxwell High School has worked to complete various grants to improve programs. The school has been awarded the CTEIG in 2016-17, 2018-19 and 2020-21. These grant funds have been used to update the SAE Swine Barn, livestock trailer, digital scale, livestock pens and some of the larger show equipment for all species. The upgrades for student livestock SAE's allow our students to properly house, train, and work with their projects. The CTEIG also purchased a new Ag vehicle to allow the department to expand the number of students attending leadership development events. The updated equipment in the Shop helps bring the equipment to current industry standards to better prepare students to be career ready. Shop equipment purchases included new welders, an iron-worker to safely cut metal, updating the computer software for the plasma cam so that students could use the equipment that had been sitting in the shop.

In the Agriscience Pathway grant funds have purchased a cow simulator for injections and ear tags to provide students with hands-on learning. New microscopes and Pasco sensors were purchased to increase the rigor of labs and add more technology into the curriculum. A hydroponics unit has been purchased for the Ornamental Horticulture Class to use during the winter months while the greenhouse needs repair. This allows students to maintain hands-on learning all year.

In 2021 Maxwell received a Specialized Secondary Planning grant to develop a Farm to Fork Pathway. This grant is a 30K planning grant that, if awarded, will lead into a 250K implementation grant for our "Maxwell Made" Farm to Fork program. In addition, we received \$194,500 CTEIG grant that fund a .4FTE CTE Coordinator and increases our career counseling person another 8/hours a week. This grant also includes the purchase of a forklift to offer a forklift certification for our students, greenhouse supplies, awning for outdoor shop projects, as well as curriculum for our animal science class. We are also collaborating with Sutter County ROP to replace our greenhouse which is estimated to cost around 60K. We hope to have this purchased and installed before the 21-22 school year. We also received a Strong Workforce Program grant which is a 3-year grant totaling 450K. This grant is a focus on our Get Focused, Stay Focused (GFSF) Panther Pride Program. This grant will help us develop and implement the GFSF program at the high school level. It also funds a GFSF implementation coordinator and an academic technician that will ensure our students are successful with a plan to implement after high school.

### **III: Ongoing School Improvement**

- **Describe the process of engagement of all stakeholders in review of the student achievement data and the implementation and monitoring of the schoolwide action plan.**
- **Describe the process used to prepare the progress report.**

It's important to note that a change in leadership for the 2020-2021 school year made it more challenging to complete the report and to know where the school left off from the previous visit. In addition, COVID-19 has completely shifted the way we educate students and interact with each other. We are a small necessary high school and we do not operate a categorical program funded through the consolidated application. Therefore, we are not required to establish a School Site Council (SSC) or develop a School Plan for Student Achievement (SPSA). The previous administrator determined this in the 19-20 school year therefore, there were not any SSC meetings or a SPSA developed in this year. The last SPSA was completed in the 18-19 school year.

To prepare this progress report, the staff and the administrator worked collaboratively to answer the prompts given. We met weekly to discuss and revise and we used Google Documents to help facilitate our collaboration efforts. A small cohort of teachers developed a focus group that worked together to compile, review and analyze the data.



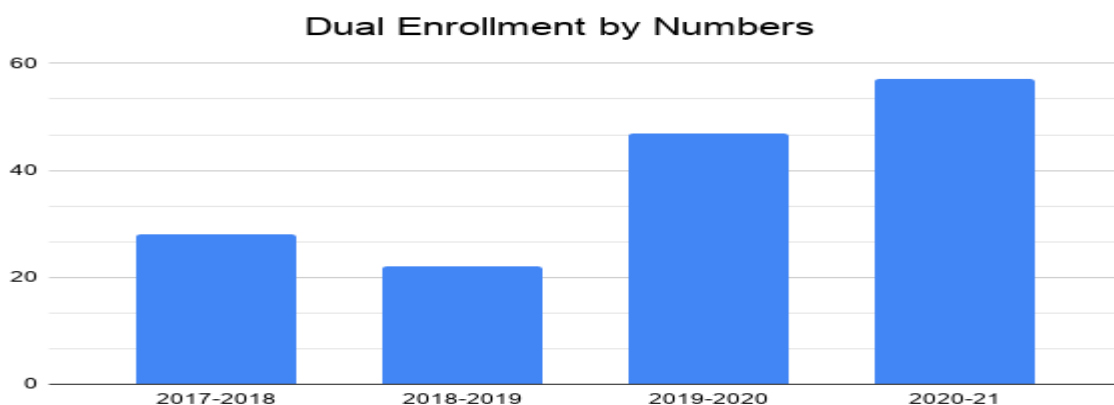
**IV: Progress on Critical Areas for Follow-up/Schoolwide Action Plan**

- Provide analytical comments on the accomplishment of each schoolwide action plan section referencing the critical areas for follow-up addressed through each section; provide supporting evidence, including how each area has impacted student achievement.
- If any critical areas for follow-up were not included in the school’s action plan, indicate what actions have been taken to address this issue and provide supporting evidence, including the impact on student achievement.

*Note: The school’s schoolwide action plan should have incorporated all the critical areas of follow-up or major recommendations that were stated in the last self-study visiting committee report.*

**Critical Areas from the 2017 WASC Visit:**

**1. MHS should continue to work toward dual enrollment, honors or Advanced Placement so that students can have more weighted credit options.**



We have added two agricultural dual enrollment courses.

We have a higher percentage of students enrolling in Woodland Community College classes.

**2. The school should continue to solicit involvement from all stakeholders in a formal way on data review, to increase the use of data in curriculum planning, and in the decision-making process.**

The Ag Advisory Committee meets a minimum of three times per year. This committee is instrumental in making decisions and reviewing pathways.

We have conducted more surveys of parents and students to solicit feedback for the decision-making process.

We have implemented MAPS NWEA testing to drive our instruction and decision-making process. We have conducted professional development during collaboration days to give us the tools necessary to begin this implementation.

**3. The administration should develop a professional development plan to provide opportunities and support relating to state standards, differentiated learning and the Professional Learning Community model.**

Currently, we meet as a PLC on a weekly basis. This year our focus has been on distance learning and the instructional strategies related to that. Our district wide collaboration days have been focused on Social and Emotional Learning. As we move to a more traditional year, it will be difficult to meet on a weekly basis for staff development due to the shortened student contact time due to COVID. Current administration is working to create a math focus group to look at our current math data and make informed decisions based on data. We will also be looking at articulation K-12 in mathematics and will perform professional learning communities to improve our practices and instruction. Here are examples of PD over the last 3 years:

- English department has participated in The National Writing Project since 2018 and attended professional development conferences in Nashville and Dallas.
- We have conducted an PLC group to examine the suspension rate identifier on the California Dashboard. The group determined that our EL students were not making improvement at the same rate as other sub-groups. We have implemented strategies to help these students.
- We have had teacher collaboration on technology training including GoGuardian, AERIES data resources, Google Classroom, and Nearpod.
- All teachers were required to create three goals and share them with administration as part of the May 3, 2018 collaboration.
- Administrator and teacher attended “Tools for Teaching” by Partick Jones during 19/20 school year, Business teacher attended the 3-day national JumpStart finance conference in the 2019-2020 school year.
- Gaining programs and curriculum that were implemented into the course work for the business pathway.
- Opportunities are offered Encouraging teachers to join PD groups or seminars that are offered in their area of education. Business teacher joined quarterly workshops for CTE put on through SDOED. Science PD - Next Generation standards 4/17
- NGSS collaboration 2/2020
- Acellus program training at HQ in Kansas City attended in July 23-25th 2019 by 4 employees from district including HS Business teacher
- Acellus and STEM training offered by an Acellus admin representative for all district employees 8/6/19
- GFSF Training in June of 2019. Workshops on the curriculum and how to implement the program.
- Agriculture Instructors attend Sectional, Regional and State meetings and conferences to stay up to date on curriculum, FFA, participate in PLC’s and learn about grant opportunities and funding.
- Educating For Careers Conference in Sacramento February of 2019, February of 2021. Learn about curriculum standards, internships and CTE resources.

**4. The administration and staff should research and develop a plan to support and encourage the EL students especially in Language Arts so that they have equal access to all areas of the curriculum.**

We currently have 15 ELs. A PLC was formed to address the needs of our Els. This PLC met 4 times in the 20-21 school year. Through our PLC group, we have re-visited using

proper EL interventions in the classroom. We have created a streamline process for translation for calls home to non-English speaking parents. This is to ensure equitable access for parent engagement. We are also tracking our parent calls in the guidance tab in the AERIES system. New administrator focus is on Explicit Direct Instruction which will be part of our professional development plan moving forward.

**5. The school must study the reasons for the lack of proficiency in mathematics and Language Arts to develop instructional strategies to solve this problem. Strategies should be frequently reviewed and evaluated to ensure alignment with PD plan and PLC cycle for improvement.**

MHS has significantly improved the overall suspension rate to ensure that students are not being excluded from instructional time. We have also implemented MAPS testing that allows us to monitor and analyze student growth data. A math committee will be formed to analyze areas of strength and growth to develop a solid instructional plan moving forward. A math adoption was done in 2016 and is a potential reason for lack of proficiency in math as research should it takes multiple years before a teacher is fully comfortable with a new curriculum. The District also notes that the middle school uses an integrated math approach while the high school is using the traditional course sequence of pre-algebra, algebra, geometry, and algebra 2. The different approaches could explain why our scores in math are so low.

**Additional Areas to be added to the Action Plan Identified by the Visiting Committee**

A goal should be added with specific actions that will address the lack of proficiency in Mathematics and Language Arts and the development of instructional strategies to help solve this problem.

**2018-2019 SPSA**

**SPSA Goal 1:**

Maxwell High School will provide students with a rigorous and challenging education based on state standards and instructional support needed for them to maximize their academic potential.

**Strategy/Activity 1**

Continued intervention and support for students not meeting grade level standards.

1. Provide Junior and Senior English assistance with two levels of English classes (small class size).
2. Continue credit recovery courses.
3. Establish a math intervention program.
4. Teacher collaboration for the best use of tutorial time for students not meeting grade level standards.

**Strategy/Activity 2**

Teachers should be provided opportunities for professional development each year.

1. Professional development should be aligned to their area of discipline.
2. Continuation of school wide collaboration days and staff meetings

**V: Schoolwide Action Plan Refinements**

- **Comment on the refinements made to the single schoolwide action plan since the last self-study visit to reflect schoolwide progress and/or newly identified issues.**
- **Include a copy of the school's latest updated schoolwide action plan.**

New	Refinements	By when will it be completed?	What	Who is responsible?	How much will it cost?
	X	February 2021	Re-Instate “Awesome Possum” and “Positive Attendance” award recognition	Principal, teachers	Community Donations
X		Spring 2021	Develop a student/parent survey to analyze multiple aspects of the district and made data driven decisions	Principal, teachers	0
X		Fall 2021	Implement academic conferences with students as follows: <2.0/ weekly 2.0-2.5/ bi-weekly 2.5-2.99/ monthly	Principal/Academic counselor	0
	X	June 2021	Complete SPSA for the 2021-2022 School Year Including goal setting with staff	Principal	0
X		Fall 2021	Clean up A-G course offerings submitted to reflect current offerings	Academic Counselor Technician.	0
X		Fall 2021	Create credit recovery course expectations that can be implemented across departments	Principal, academic counselors, teachers	0
X		August 2021	Create an NWEA MAPS assessment calendar and identify assessments given at each benchmark	Principal, academic counselor	0
	X	August	Establish a math intervention program and protocol for	Principal, academic counselor, math	\$6000

Maxwell High School- ACS WASC Mid-cycle Progress Report

		2021	qualification.	teacher	(Includes salary for intervention)
	X	August 2021	Establish a tutorial schedule for students not meeting grade level standards.	Principal, teachers	0
	X	August 2021	Develop a PD needs assessment to provide meaningful professional development to staff.	Principal, teachers	\$7500
X		Spring 2022	Implement SEL strategies into the classroom	Principal, teachers	\$1000
X		Spring 2022	Vertical articulation PLCs for subject matter departments	HS &MS Principal	0
X		Spring 2022	Administer PSAT to Grades 8/9	Counselor Tech	\$300
X		June 2022	Create Math Stakeholder Committee, hold minimum of 3 meetings, to formalize a plan for math department	Principal	0
X		June 2023	Explore the needs of our EL students and plan professional development for designated and integrated instructional strategies.	Principal	\$2000
X		June 2023	Implement academic conferences with teachers as it relates to student performance within each subject. Analyze Ds and Fs as well as content assessment data.	Principal, teachers	0



***REQUIRES BOARD ACTION***

**Due: Mon. March 15—return ballot in enclosed envelope**

January 29, 2021

**MEMORANDUM**

To: All Board Presidents and Superintendents — CSBA Member Boards  
From: Suzanne Kitchens, CSBA President  
Re: 2021 Ballot for CSBA Delegate Assembly — **U.S. Postmark Deadline is Mon. March 15**

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Enclosed is the ballot material for election to CSBA’s Delegate Assembly from your region or subregion. It consists of: 1) the ballot (on red paper), the reverse side of which contains the names of ALL current members of the Delegate Assembly from your region or subregion; and 2) the required candidate biographical sketch form and, if submitted, a resume. In addition, provided is a copy of the ballot on white paper to include with your board agenda. **Only the ballot on red paper is to be completed and returned to CSBA. It must be postmarked by the U.S. Post Office on or before Monday, March 15, 2021.**

Your Board may vote for up to the number of vacancies in the region or subregion as indicated on the ballot. For example, if there are three vacancies, the Board may vote for up to three candidates. However, your Board may cast no more than one vote for any one candidate. The ballot also contains a provision for write-in candidates; their name and district must be clearly printed in the space provided.

The ballot must be signed by the Superintendent or Board Clerk and returned in the enclosed envelope; if the envelope is misplaced, you may use your district’s stationery. Please write **DELEGATE ELECTION** prominently on the envelope along with the region or subregion number on the bottom left corner of the envelope (this number appears at the top of the ballot).

If there is a tie vote, a run-off election will be held. All re-elected and newly elected Delegates will serve two-year terms beginning April 1, 2021 – March 31, 2023. Following the election, an updated list of all Delegates will be available on CSBA’s website no later than April 1, 2021. The next meeting of the Delegate Assembly takes place on Saturday, May 15 and Sunday, May 16, 2021. Please do not hesitate to contact Jamille Peters at [jpeters@csba.org](mailto:jpeters@csba.org) should you have any questions.

Encs: Ballot on red paper and watermarked “copy” of ballot on white paper  
List of all current Delegates on reverse side of ballot  
Candidate(s)’ required Biographical Sketch Forms and optional resumes  
CSBA-addressed envelope to send back ballots



**REQUIRES BOARD ACTION**

This complete, **ORIGINAL** Ballot must be **SIGNED** by the Superintendent or Board Clerk and returned in the enclosed envelope postmarked by the post office No later than **MONDAY, MARCH 15, 2021**. Only ONE Ballot per Board. Be sure to mark your vote "X" in the box. *A PARTIAL, UNSIGNED, PHOTOCOPIED, OR LATE BALLOT WILL NOT BE VALID.*

OFFICIAL 2021 DELEGATE ASSEMBLY BALLOT  
SUBREGION 4-C  
(Colusa, Sutter, Yuba Counties)

Number of vacancies: 1 (Vote for no more than 1 candidate)

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*Delegates will serve two-year terms beginning April 1, 2021 - March 31, 2023*

*\*denotes incumbent*

No nominations were received; however your board may vote to write in the name of a board member to fill this seat.

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*Provision for Write-in Candidate Name*

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*School District*

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*Signature of Superintendent or Board Clerk*

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*Title*

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*School District Name*

---

*Date of Board Action*

*See reverse side for list of all current Delegates in your Region.*

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**REGION 4 – 8 Delegates (8 elected)**

**Director: Renee Nash (Eureka Union SD)**

**Below is a list of all elected or appointed Delegates from this Region.**

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**Subregion 4-A (Glenn, Tehama)**

Vacant, term expires 2022

**Subregion 4-B (Butte)**

Sandra Barnes (Oroville City ESD), term expires 2021

**Subregion 4-C (Colusa, Sutter, Yuba)**

Talwinder Chetra (Live Oaks USD), term expires 2022

Silvia Vaca (Williams USD), term expires 2021

**Subregion 4-D (Nevada, Placer, Sierra)**

Julann Brown (Auburn Union ESD), term expires 2021

Alisa Fong (Roseville City SD), term expires 2021

Vacant, term expires 2022

**County Delegate:**

David Patterson (Placer COE), term expires 2022

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**Counties**

Glenn, Tehama (Subregion A)

Butte (Subregion B)

Colusa, Sutter, Yuba (Subregion C)

Nevada, Placer, Sierra (Subregion D)