

**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 December 12, 2016 in the District Office  
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: Amy Claridge, 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.

**AGENDA**

1. **CALL TO ORDER** \_\_\_\_\_ p.m.  
**ROLL CALL**  
**Board Present:**  
**Board Absent:**
2. **PLEDGE OF ALLEGIANCE**
3. **ORGANIZATIONAL MEETING/BOARD REORGANIZATION – (Action Items)**
  - A. Nomination and election of Board President
  - B. Nomination and election of Board Vice-President
  - C. Nomination and election of Board Clerk
  - D. 2017 MUSD Board Meeting Dates/Calendar
  - E. Designate Board Representative to Serve on Committees or Organizations in the district

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

**5. APPROVAL OF MINUTES – (Action Item)**

Regular Board Meeting of November 9, 2016

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

**7. CONVENE TO CLOSED SESSION**

**Start Time:** \_\_\_\_\_

A. Negotiations California State Employee Association (CSEA) Gov't Code 54957.6

B. Discuss the appointment, employment, evaluation of performance, discipline, dismissal or release. Gov't Code 54957.

**8. RECONVENE TO OPEN SESSION**

**End Time:** \_\_\_\_\_

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

**10. 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.

**11. REPORTS**

**A. School Reports**

**Maxwell Unified School District**

- 1) ASB Representative
- 2) Business Manager
- 3) Elementary/Junior High Principal
- 4) High School Principal/Superintendent

**B. Other Reports**

- 1) Governing Board
- 2) Local Control and Accountability Plan (LCAP)
- 3) Special Education Local Plan Area (SELPA)
- 4) Elementary/Junior High Site Council
- 5) High School Site Council
- 6) District English Learner Advisory Committee (DELAC)

**12. CONSENT AGENDA**

*All matters listed under the Consent Agenda item(s) 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 Batches** *(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. Surplus Item(s):** Outdated/No Longer Used Library Books (Including Books, Dictionaries, and Encyclopedias) – Total 2,130 Books

**C. New Hire(s):** DJ Mathis – Varsity Girls Basketball Coach and Jenni Girard – JV Girls Basketball Coach.

**D. Donation:** 30 Dave Ramsey Books donated by Mrs. Kelly Haywood

**13. PRESENTATION/DISCUSSION AND/OR ACTION ITEMS**

A. Audit Presentation by James Marta & Company LLP for the Fiscal Year Ending June 30, 2016

B. Maxwell High School Future Business Leaders of America (FBLA) Presentation

C. Maxwell High School History Mural for the Gym

D. MUSD College Readiness Block Grant Spending Plan for the 16-17, 17-18, and 18-19 Fiscal Years – Discussion Item

E. Consideration and possible action concerning the approval of the 2016-2017 First Interim Report Certification

- a. Public Discussion -- 10 minutes
- b. Board Deliberation and action

F. BP 6146.1 High School Graduation Requirements – Possible Change(s)

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

G. BP 5113 Chronic Absence and Truancy (Current and Old BP Enclosed) – Possible Change(s)

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

H. Policy Updates from CSBA for September 2016: BP 5145.3 Nondiscrimination/Harassment; AR 5145.3 Nondiscrimination/Harassment; BP 5145.7 Sexual Harassment; and AR 5145.7 Sexual Harassment (These BP/AR address discrimination including harassment, sexual harassment, intimidation, bullying, and transgender and gender-nonconforming students) – These policies were reviewed and recommendations made by the board appointed committee

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

I. Establish a MUSD Code of Conduct/Communications for parents/staff/students talking/communication – Discussion Item

- a. Public Discussion – 10 minutes
- b. Work on creating a Code of Conduct for Behavior and Communication

J. Food Services Coordinator, Technology Coordinator, Executive Administrative Assistant/Payroll Technician, MTO Supervisor, Business Manager, and Site Principal Salary Schedules and/or Job Descriptions – Recommend Approval

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

K. Maxwell Unified School District Mission and Vision Statement

- a. Public Discussion – 10 minutes

- 14. ITEMS FOR NEXT BOARD OF TRUSTEE MEETING**
- 15. BOARD OF TRUSTEES REQUEST FOR INFORMATION**
- 16. ADJOURNMENT**