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"THE MISSION OF THE WEST SONOMA COUNTY UNION HIGH SCHOOL DISTRICT IS TO PROVIDE HIGH QUALITY INSTRUCTION, AS STUDENT ACHIEVEMENT IS OUR TOP PRIORITY."

MINUTES

of a regular meeting of the Board of Trustees of the
West Sonoma County Union High School District

Wednesday, February
February 12, 2014
Analy High School Library
6950 Analy Avenue
Sebastopol, CA 95472

5:00 p.m. Open Session
5:05 p.m. Closed Session
6:00 p.m. Open Session

I. PRELIMINARY

- A. CALL TO ORDER – The meeting was called to order at 5:00 p.m.
- B. ROLL CALL
- | <u>Present</u> | <u>Absent</u> |
|---------------------------------|---|
| Amber Twitchell, Vice-President | Kellie Noe, President |
| Rebecca DeSart, Trustee | Diane Landry, Clerk |
| Ted Walker, Trustee | |
| Keller McDonald, Superintendent | |
| | Mikaela Dibble-Kahn, Analy Student Board Representative |
| | Sam Kang, El Molino Student Board Representative |
| | Lee Monroe, Laguna Student Board Representative |
- C. COMMENTS FROM THE PUBLIC REGARDING ITEMS ON THE CLOSED SESSION AGENDA – None
- D. RECESS TO CLOSED SESSION TO CONSIDER AND/OR TAKE ACTION UPON THE FOLLOWING ITEMS: Recessed to closed session at 5:05 p.m.
1. STUDENT DISCIPLINE CASE #5-(13-14), #6-(13-14)
 2. PUBLIC EMPLOYMENT
 - a. Certificated
 - b. Classified
 - c. Coaches
 3. OTHER PUBLIC EMPLOYMENT
 4. PUBLIC EMPLOYEE - DISCIPLINE/DISMISSAL/RELEASE
 5. EVALUATIONS:
 - a. Superintendent

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6. CONFERENCE WITH LABOR NEGOTIATOR - (Government Code Section 54957.6)

EMPLOYEE ORGANIZATION:

AGENCY NEGOTIATORS:

Represented Employees:

WSCTA	Keller McDonald
CSEA	Keller McDonald

Unrepresented Employees:

Confidential/Supervisory	Keller McDonald
Management	Keller McDonald
Superintendent	Kellie Noe

E. RECONVENE TO OPEN SESSION – Reconvened to open session at 6:07 p.m.

F. PLEDGE OF ALLEGIANCE – Doria Tombetta led the Pledge of Allegiance.

G. APPROVAL OF THE AGENDA - Trustee DeSart moved to approve the Agenda. Trustee Walker seconded the motion. Student advisory vote: 1 yes, 2 absent. Approved by 3 yes, 0 no, 2 absent.

Note: Student Board Representatives votes shall be unofficial, but shall normally be noted and recorded in the minutes except for personnel items and contracts (BB 9110)

H. INPUT FROM THE PUBLIC REGARDING ITEMS NOT ON THE OPEN SESSION AGENDA – Sadie DeMarta and Marilee Mazur and Al Gehrhardt addressed the Board regarding the Ag Incentive Grant. Jim Wheaton addressed the Board regarding the Analy Education Foundation fundraiser which is April 5 at Kosta Brown Winery.

I. CONSENT CALENDAR: Trustee DeSart moved to approve the Consent Calendar. Trustee Walker seconded the motion. Student advisory vote: 1 yes, 2 absent. Approved by 3 yes, 0 no, 2 absent.

1. CONSIDERATION OF APPROVAL OF THE JANUARY 15, 2014 AND JANUARY 22, 2014 BOARD MEETING MINUTES
2. CONSIDERATION OF APPROVAL OF OVERNIGHT FIELDTRIP REQUESTS
3. CONSIDERATION OF APPROVAL OF SUPERINTENDENT’S RATIFICATION OF OVERNIGHT FIELD TRIP REQUESTS
4. CONSIDERATION OF APPROVAL OF DONATIONS
5. CONSIDERATION OF APPROVAL OF 2013-2014 WARRANT REGISTERS JANUARY 16, 2014 THROUGH FEBRUARY 5, 2014
6. CONSIDERATION OF APPROVAL OF RECOMMENDED REVISIONS TO BOARD POLICIES AND ADMINISTRATIVE REGULATION
 - BOARD POLICY AND ADMINISTRATIVE REGULATION 0420 SCHOOL PLANS / SITE COUNCILS / ADVISORY COMMITTEES
 - BOARD POLICY AND ADMINISTRATIVE REGULATION 3100 BUDGET
7. CONSIDERATION OF RATIFICATION OF CONTRACT FOR EL MOLINO IRRIGATION DESIGN
8. CONSIDERATION OF APPROVAL OF QUARTERLY REPORT AND CERTIFICATION OF THE COUNTY TREASURER
9. CONSIDERATION OF RATIFICATION OF CONTRACTS FOR SURVEYS FOR FACILITY IMPROVEMENT PROJECTS
10. CONSIDERATION OF APPROVAL OF EMPLOYMENT AGREEMENT BETWEEN WEST SONOMA COUNTY UNION HIGH SCHOOL DISTRICT AND 2014 CO-SUMMER SCHOOL PRINCIPALS

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11. CONSIDERATION OF APPROVAL OF COURSE LIST FOR 2014 SUMMER SCHOOL SESSION

J. CLOSED SESSION REPORT

1. **STUDENT DISCIPLINE** – Trustee Walker moved to approve the recommendations in student discipline case #5-(13-14) and #6-(13-14). Trustee Twitchell seconded the motion. Approved by 3 yes, 0 no, 2 absent.
2. **ACTION TAKEN** - Trustee Desart moved to approve the following certificated employment. Trustee Walker seconded the motion. Approved by 3 yes, 2 absent.
Lindsey Apkarian, 2014 Summer School Co-Principal, effective June 1, 2014
Dave Ashworth, 2014, Summer School Co-Principal, effective June 1, 2014

The Board of Education approved the following 2014 Spring Coaches:

Sport	AHS	EMHS
Baseball		
Varsity Head	Jeff Ogston	Tony Franceschi
J.V. Head	Mike Woodbury	Junior Sani
Frosh Head	Shannon Hash	Pete Taylor**
Volunteer	Nick Meidinger	Lee Walker
Volunteer	Eric Nogleberg	Rob Soberanes
Volunteer	Xavier Garcia***	Randal Packard
		Dave MacDonnell
		Simon Terrell
Softball		
Varsity Head	Nick Houtz	Connie Benavides
J.V. Head	Jolene Coon	Angie Martinez
Volunteer	Cindy Evangelisti	Max Ming
Volunteer	Sannon Psomas-Sheridan	Keith Nordby
Volunteer	Lance Phillips	
Volunteer	Ronn Christy	
Volunteer	Kasey Hillier	
Volunteer	Jason Weaver	
Track		
Boys Varsity Head	Mark Grismer	Ryan Hopkins
Girls Varsity Head	Michael Bauman	Jaime Shaw
Assistant	Debby Bauman	Mike Fye**
Volunteer	James Colemann	Kasey Mancini**
Volunteer		Hal Schultz**
Swimming		
Varsity Head	Lehla Irwin	Harry North/Patty Sullivan
Assistant	Casey Cook**	N/A – not enough students
Boys Tennis		
Varsity Head	Rick Passaro	Monty Delozier
Boys Golf		
Varsity Head	Jason Carpenter	Bill Olzman
Volunteer		John Thomas
Boys Volleyball		
Varsity Head	N/A	Bob Geissing

The Board of Education accepted the letter of retirement from Luis Couto, AHS Head Custodian, effective May 31, 2014.

II. COMMUNICATION

- A. VERBAL - None
- B. WRITTEN – Mr. McDonald received one email from Pam Baseman that was addressed directly to all Board members.

III. REPORTS

A. STUDENT REPRESENTATIVES

Sam Kang, El Molino Student Board Representative reported, El Molino hosted a Pack the Gym night on January 30 for the boy's varsity basketball game. The sophomore class hosted the annual movie night which was well attended. The FFA conference last weekend in Modesto was a success. Spirit Week and Turnabout festivities will take place this month. The Dance Showcase Spectacular is February 27-March 1. The Jazz n Pasta feed will be held on March 7 at 5:30 in the cafeteria.

Lee Monroe, Laguna Student Board Representative – absent

Mikaela Dibble-Kahn - Absent

B. PRINCIPALS

Chris Heller, Analy Principal reported, new student representative, Mikaela Dibble-Kahn is unable to attend this evening due to illness. The Drug Awareness Night in conjunction with the Sebastopol Police Department was successful, there were about 300 people in attendance and we have received positive feedback from the parent population. Mr. Heller attended training for the Smarter Balanced Assessment Training. Mr. Heller attended a breakfast for the Sonoma County Alliance with guest speaker Tom Torlakson. Career Day is March 3 in the small gym. Mr. Heller reported that many athletes have signed with colleges in the past week. Athena Wheaton received the Presidential Scholarship. Currently in the gym the Analy wrestling team is competing against Healdsburg for the Sonoma County League Title.

Doria Trombetta, El Molino Principal reported El Molino held a Freshman/Sophomore Night on February 3. Ms. Trombetta is happy to report the Site Council is back at El Molino. Ms. Trombetta reported she attended the Smarter Balanced Assessment Training. There is much emphasis on the importance of technology. Ms. Trombetta introduced and thanked Marilee Mazur, El Molino Ag teacher. Ms. Trombetta thanked Harry North and his crew for installing a drip system in the rose garden. El Molino is looking for adult advisors for Challenge Day. Ms. Trombetta reported the El Molino community will miss Ms. SaraLee Kunde. Her service will be held this coming weekend. The FFA students from all of Sonoma County will be in uniform to honor her.

Kent Cromwell, Laguna Principal gave an update on the Community Day School, two students will be graduating and enrollment is steady. Mr. Cromwell reported he volunteered to sit on committee for career development in order to get students out in the workforce. West County Community Services arranged for six students to be placed in jobs in the YES program. CAHSEE testing is complete. The practical construction class is coming back to life; students are engaged and happy to be in the class. Mr. Cromwell reported that student representative Lee Monroe was not able to attend the meeting due to work conflict. Four Laguna students participated in Culinary Boot Camp and two have already been hired into the workforce.

C. ASSOCIATION REPRESENTATIVES

Mark Ballard, CSEA President reported that classified employees offer a great level of service to their sites and District. Do not forget the hardworking classified employees.

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Joel Stickel, WSCTA President agrees with Mr. Ballard regarding classified employees and will report out next month.

D. BOARD MEMBERS

Trustee Noe – Absent

Trustee Landry – Absent

Trustee DeSart – No report

Trustee Walker reported he attended the Analy Boosters Crab Feed, the El Molino Performing Arts Center meeting, the Analy Band Wagon meeting and a workshop at Sonoma County Office of Education regarding legal matters. Mr. Walker also reported he was able to see Trustee Landry while she is recuperating.

Trustee Twitchell reported she was able to attend the presentation at Analy High School on drug awareness and reported on a meeting she attended on the foster youth population in West County.

E. SUPERINTENDENT

- Mr. McDonald reported he was able to visit the Ag farms at Analy and El Molino in the past two weeks. Students and teachers are doing great work at each site.
- District solar power production for 2013- Mr. McDonald reviewed the summary on the solar power production it produced 124% of the estimated projection
- Common Core math curriculum for grades 6-12 in West County - Mr. McDonald reported work continues on math curriculum for grades 6-12 in West County. Mr. McDonald reported that West County will be ahead of the curve before the end of the school year and making great progress with course selections.
- Use of Common Core implementation funds - Mr. McDonald gave a brief update.
- Visit to Analy Leadership Class - Mr. McDonald reported that he and Trustee Noe visited the Analy Leadership Class. Mr. McDonald reported he was able to attend the El Molino faculty meeting to address the enrollment issues.
- Intra district transfer students – Mr. McDonald reported the sites checked on students that are indeed enrolled properly in a class for the 2nd semester that they requested on their Intra district transfer.
- LCFF and LCAP update – Mr. McDonald and Ms. Stiles will be attending meetings and will report to the Board in March.

IV. DISCUSSION /ACTION ITEMS

A. CONSIDERATION OF APPROVAL OF DISTRICT CALENDAR FOR 2014-15, CONDITIONAL UPON RATIFICATION BY WEST SONOMA COUNTY TEACHERS ASSOCIATION (WSCTA) – Mia Del Prete reported the District calendar has been tentatively agreed on by the District and West Sonoma County Teachers Association (WSCTA) negotiating teams; conditional upon ratification by the WSCTA membership. Trustee Walker moved to approve the District Calendar for 2014-15, Conditional Upon Ratification By West Sonoma County Teachers Association (WSCTA). Trustee DeSart seconded the motion. Student vote 1 yes, 2 absent. Approved by 3 yes, 0 no, 2 absent.

B. COMPOSITION, MEETING SCHEDULE AND DELIVERABLES FOR COMMITTEE TO RECOMMEND STRATEGIES TO BOOST ENROLLMENT – Mr. McDonald reviewed the Enrollment Efforts:

2006-2007

- West County reorganization study
- El Molino hospitality class

2007-2008

- El Molino Biotech and boys volleyball

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- Survey “hidden” reasons for transfers
2008-2009
- CTE “step up” classes
- El Molino track, covered walkways at field
2009-2010
- Charter schools considered
- On-line learning considered
2010-2011
- El Molino AP World History & Environmental studies
- School within-school academy considered
- Bond passes
2011-2012
- WASC studies
- Shared block schedule
- El Molino exist Program Improvement
2012-2013
- Parcel tax passes
- El Molino Digital Marketing, Maker approved
2012-2013
- El Molino tennis courts, quad, well
- Town halls
- EMAA, outreach and more
2012-2013
- Transfer rules revised
2013-2014
- Fall apply for internship grant
2013-2014
- January Board rejected a CTE-only school, closing or combining schools, and splitting into a grade 9-10 and a grade 11-12 school
2013-2014
- January apply for Maker, Biotech grant
2013-2014
- February Enrollment strategies, request SRJC classes
2013-2014
- March develop 2014-15 budget
2013-2014
- April set 2014-15 goals, select principal
- Keep Moving Forward

Trustee Walker volunteered to act as an alternate for the committee that Trustee Landry is involved with, while she is recuperating.

The following discussion took place regarding:

- Choosing 3 strategies
- What will happen to the rest of the strategies?
 - Identified and brought back to the Board
 - Committee to take this very seriously
 - Identify the items on the list that are or will be worked on
- Committee for enrollment for El Molino or the District?
 - Primarily El Molino, but what is good for El Molino must be good for all district schools, it is important to take a joint approach
- Some ideas will come with cost and needs to be taken seriously, Board will have to be the experts

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- First step is to determine viability of strategy
 - Site committees to choose stakeholders
- C. RECEIVE ANNUAL REPORT FROM MEASURE I CITIZENS' BOND OVERSIGHT COMMITTEE - Mr. McDonald introduced David Stecher, Chair of the Citizens' Bond Oversight Committee. Mr. Stecher reported and summarized the work of the Committee over the past year and the expenditures covering the 2012-2013 fiscal year, "During the 2012-13 fiscal year, the District properly expended revenues generated from Measure I bond sales for school construction projects appropriate to the language of Measure I approved by the voters in November 2010 and used no Measure I funds for any teacher or administrative salaries or other school operating expenses." Trustee DeSart moved to Receive Annual Report From Measure I Citizens' Bond Oversight Committee. Trustee Walker seconded the motion. Student advisory vote: 1 yes, 2 absent. Approved by 3 yes, 0 no, 2 absent.
- D. PLAN TO SECURE TECHNOLOGY TO IMPLEMENT COMMON CORE STATE STANDARDS AND SMARTER BALANCED ASSESSMENTS FOR 2013-14 AND 2014-15 – Mr. McDonald reported the state provided one time funds of \$435,000 to support the implementation of the Common Core State Standards and the Smarter Balanced Assessments. The Board approved a plan to use the support funds in October 2013. The following was reviewed:
- \$80,000 for professional development for certificated and classified
 - \$80,000 for instructional materials aligned to the Common Core State Standards
 - \$275,000 for technology equipment and infrastructure
- Mr. McDonald reviewed the Technology Plan, the following items were discussed:
- Instructional materials, 80K is not going to be nearly enough
 - Virtual Desktop Infrastructure (VDI)
 - Purchasing of headphones
 - Recommending this technology plan be implemented to get the process started
 - Visit sites that use VDI to see if that is the direction for the district
 - VDI units run longer than a computer
 - Decisions will be made in the next month or so, it may be a combination of technology
 - This budget is a start, not enough money to complete the project
 - Support of VDI systems, as technology changes so fast, it is great to have the ability to have technology in one place
 - Opportunity for us to think about viable options on enrollment questions
 - Fairness to each school site with the allocation of technology funds
 - The plan has three main options for the use of the funds
 - Technology
 - Staff Development
 - Instructional Materials
 - Installation of technology will be done by Mark Ballard to save the District at least 10K
- E. CONSIDERATION OF APPROVAL OF CONTRACT WITH QUATTROCCHI KWOK ARCHITECTS FOR EL MOLINO OUTDOOR PATHWAY LIGHTING PROJECT – Mr. McDonald reviewed the contract for the lighting on the outdoor pathway lighting project. Mr. McDonald introduced Architect, Steve Kwok. Mr. Kwok reviewed the following:
- Straight forward proposal
 - Good even lighting coverage of pathway
 - Tricky part is making sure there is enough electricity
- Discussion took place regarding:
- Developer fee money should not be used
 - Should come from bond funds

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Trustee Walker moved to approve the Contract with Quattrocchi Kwok Architects for El Molino Outdoor Pathway Lighting Project. Trustee DeSart seconded the motion.

A discussion took place regarding:

- Estimated cost is \$9,000
- How much lighting will be needed
- Acknowledgment of quality of light and energy efficiency
- LED lighting is very efficient in this situation
- Proposition 39, new energy efficiency, only for replacing old lighting not for installing new lighting
- Cost of the design work
- The amount of money spent on planning of the following:
 - Performing Arts Center El Molino 70K
 - El Molino stadium, 20K
 - Analy stadium, 20K
 - More details at the April Board meeting
 - Plans for technology to be built in to the Performing Arts Center at El Molino
 - Fees for the design phase are on a percentage, based on cost of the project

Student advisory vote: 1 yes, 2 absent. Approved by 3 yes, 0 no, 2 absent.

F. CONSIDERATION OF APPROVAL OF MONTHLY BUDGET UPDATE 2013-14 – Shelley Stiles reported on the monthly budget update. Trustee DeSart moved to approve the Monthly Budget Update 2013-14. Trustee Walker seconded the motion. A brief discussion took place regarding Local Control Funding Formula, will look similar and have comparisons but will also look different. Student advisory vote 1 yes, 2 absent. Approved by 3 yes, 0 no, 2 absent.

G. CONSIDERATION OF APPROVAL TO CLOSE AND RE-OPEN DISTRICT LOCAL BANK ACCOUNTS TO UPDATE FEDERAL TAX IDENTIFICATION NUMBER – Shelly Stiles reported with the introduction of the Federal Affordable Care Act (ACA), the District had to get its own Tax Identification Number. Ms. Stiles reviewed the requirement of closing the existing account and re-opening with a new tax identification number. The District is looking into local banks that will not charge fees for opening and closing accounts as the present bank does. Trustee Walker moved to approve to Close and Re-Open District Local Bank Accounts to Update Federal Tax Identification Number. Trustee DeSart seconded the motion. A brief discussion regarding happy to see local banks are being contacted. Student advisory vote: Approved by 1 yes, 2 absent. Approved by 3 yes, 0 no, 2 absent.

V. FUTURE AGENDA ITEM

- A. CONSIDERATION OF APPROVAL OF SCHOOL ACCOUNTABILITY REPORT CARDS - MARCH
- B. ENROLLMENT STRATEGIES COMMITTEE REPORT - MARCH
- C. PROCESS TO ENGAGE STAKE HOLDERS IN LOCAL CONTROL ACCOUNTABILITY PLAN (LCAP) - MARCH
- D. RECOMMENDED REVISIONS TO BOARD POLICY 5121.1 ATTENDANCE AND TARDIES RELATING TO CREDITS - MARCH
- E. FACILITY PROJECT DESIGN PRESENTATIONS (ANALY BAND ROOM AND FIELD/BLEACHERS, EL MOLINO PERFORMING ARTS CENTER AND FIELD/BLEACHERS)
- F. CONSIDERATION OF APPROVAL OF NEW COURSE REQUESTS

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- G. CONSIDERATION OF REVISING DISTRICT INSTRUCTIONAL MATERIALS ADOPTION CALENDAR
- H. CONSIDERATION OF APPROVAL OF RESOLUTION TO ISSUE ADDITIONAL MEASURE I (2010) GENERAL OBLIGATION BONDS FOR FACILITY IMPROVEMENTS

VI. ADJOURNMENT – The meeting was adjourned at 8:03 p.m.

West Sonoma County Union High School District
District Goals for 2013-2014
Adopted June 26, 2013

“The mission of the West Sonoma County Union High School District is to provide high quality instruction, as student achievement is our top priority.”

Community Involvement

Goal 1: Involve the community with the District to widely benefit the diverse groups in West Sonoma County

Success Indicator:

Our schools and District will explore and recommend ways to expand community partnerships and use of District facilities, including Community School concept and other means of bringing community-based support services to students at school

Student Wellness

Goal 2: Focus resources from the District and community to support student wellness

Success Indicator:

Our District will use a collaborative community process to create a system to measure student wellness (e.g. a wellness index) aligned with the County of Sonoma Health Action goals and Cradle to Career goals for the year 2020 (some examples to consider: percent of students with health insurance; percent of District students with a usual source of health care; percent of qualifying District families receiving food aid; percent of students connected to support resources in the community; percent of students who demonstrate high self-esteem or other resiliency factors; percent of students overall and in significant subgroups who graduate; percent of students who complete university A-G requirements, who take and pass the Early Assessment Program assessments, and other measures of college- and career-readiness)

College and Career Readiness

Goal 3: Restructure curriculum, instruction and assessment to align with the 21st Century Teaching and Learning Model, including Common Core State Standards

Success Indicator:

Each school will participate in the Smarter Balanced Assessment pilot project and use the experience to align curriculum, instruction and assessment with the 21st Century Teaching and Learning Model

Enrollment

Goal 4: Achieve student enrollment targets for each WSCUHSD high school and implement policies and practices to reach those targets

Success Indicators:

With input from stakeholders, the District will set enrollment targets

The District will review the impact of interdistrict and intradistrict transfer policies on achievement of enrollment targets

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Respectfully submitted by Executive Secretary Karen Lamb

Karen Lamb

Approved and entered into the official minutes of West Sonoma County Union High School District on this 5th day of March, 2014.

Walter J. Gonzalez