

**WEST SONOMA COUNTY UNION HIGH SCHOOL DISTRICT**

TO: Kellie Noe, Board President  
FROM: Karen Lamb, Executive Secretary  
DATE: May 7, 2014  
ITEM: **CONSIDERATION OF APPROVAL OF THE APRIL 9, 2014 AND  
APRIL 23, 2014 BOARD MEETING MINUTES**

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The Board is requested to approve the Board meeting minutes from the April 9, 2014, and April 23, 2014 Board Meetings.

**RECOMMENDATION:**

It is respectfully requested that the Board accept the minutes as submitted.

**ATTACHMENTS:**

Yes

*In compliance with Government Code § 54954.2(a), The West Sonoma County Union High School District, will, on request, make this agenda available in appropriate alternative formats to persons with a disability, as required by Section 202 of the American with Disabilities Acts of 1990 (42 U.S.C. § 12132), and the federal rules and regulations adopted in implementation thereof. Individuals who need this agenda in an alternative format or who need a disability-related modification or accommodation in order to participate in the meeting should contact Karen Lamb, Executive Secretary to the Superintendent, West Sonoma County Union High School District, 462 Johnson Street, Sebastopol, CA 95472, (707) 824-6412.*

"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, April 9, 2014  
Analy High School Library  
6950 Analy Avenue  
Sebastopol, CA 95472

5:00 p.m. Open Session  
5:05 p.m. Closed Session  
**6:30 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>                   |
|---|---------------------------------|
| Kellie Noe, President                                   | Amber Twitchell, Vice-President |
| Diane Landry, Clerk                                     | Rebecca DeSart, Trustee         |
| 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
1. CONSIDERATION OF CONFIDENTIAL STUDENT MATTERS (SIX CASES)
  2. STUDENT DISCIPLINE CASE #7-(13-14), #8-(13-14), #10-(13-14)
  3. PUBLIC EMPLOYMENT
    - a. Certificated
  4. OTHER PUBLIC EMPLOYMENT
  5. PUBLIC EMPLOYEE - DISCIPLINE/DISMISSAL/RELEASE
  6. EVALUATIONS:
    - a. Superintendent
  7. 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      |

8. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION (Government Code Section 54956.9) – One Case #SCV254937

- E. RECONVENE TO OPEN SESSION – Reconvened to Open Session at 6:35p.m.
- F. PLEDGE OF ALLEGIANCE - Chris Heller led the Pledge of Allegiance.
- G. APPROVAL OF THE AGENDA – Trustee Landry moved to approve the Agenda and pulled item G from the Discussion Action Items. Trustee Walker seconded the motion. Approved by 3 yes, 0 no, 2 absent. Student Advisory Vote: 3 yes, 0 no. Trustee Noe, yes, Trustee Landry, yes, Trustee Walker, yes, Trustee Twitchell, absent, Trustee DeSart, 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 – Tammy Huff, Analy parent addressed the Board.
- I. CONSENT CALENDAR: Trustee Landry moved to approve the Consent Calendar. Trustee Walker seconded the motion. Approved by 3 yes, 0 no, 2 absent. Student Advisory Vote: 3 yes, 0 no. Trustee Noe, yes, Trustee Landry, yes, Trustee Walker, yes, Trustee Twitchell, absent, Trustee DeSart, absent.

- 1. CONSIDERATION OF APPROVAL OF THE MARCH 5, 2014, MARCH 26, 2014 AND MARCH 27, 2014 BOARD MEETING MINUTES
- 2. CONSIDERATION OF APPROVAL OF OVERNIGHT FIELDTRIP REQUEST
- 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 FEBRUARY 27, 2014 THROUGH APRIL 2, 2014
- 6. CONSIDERATION OF RATIFICATION OF ANALY RESTROOM REPAIR CONTRACT
- 7. CONSIDERATION OF APPROVAL OF PROPOSED NEW COURSES AT ANALY HIGH SCHOOL
  - AP MUSIC THEORY
  - AP PHYSICS 1
  - AP PHYSICS 2
  - HONORS ART
- 8. CONSIDERATION OF APPROVAL OF RECOMMENDED REVISIONS TO BOARD POLICY 5121.1 ATTENDANCE AND TARDIES RELATING TO CREDITS
- 9. CONSIDERATION OF APPROVAL OF SCHOOL BOARD CERTIFICATION: TEMPORARY ATHLETIC TEAM COACHES
- 10. CONSIDERATION OF APPROVAL OF QUARTERLY WILLIAMS UNIFORM COMPLAINT REPORT

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11. CONSIDERATION OF RATIFICATION OF AGREEMENT WITH STARS PRE-SCHOOL TO OPERATE A STATE LICENSED PRE-SCHOOL ON DISTRICT FACILITIES FOR THE 2014-15 FISCAL YEAR

### J. CLOSED SESSION REPORT

1. CONSIDERATION OF CONFIDENTIAL STUDENT MATTERS – Trustee Landry moved to approve Confidential Student Matters #3-(13-14) and #1-(14-15), #2-(14-15), #3-(14-15) and #4-(14-15) Trustee Walker seconded the motion. Approved by 3 yes, 0 no, 2 absent. Trustee Noe, yes, Trustee Landry, yes, Trustee Walker, yes, Trustee Twitchell, absent, Trustee DeSart, absent.
2. STUDENT DISCIPLINE – Trustee Landry moved to approve the recommendations in student discipline case #8-(13-14) and case #10-(13-14). Trustee Walker seconded the motion. Approved by 3 yes, 0 no, 2 absent. Trustee Noe, yes, Trustee Landry, yes, Trustee Walker, yes, Trustee Twitchell, absent, Trustee DeSart, absent.
3. ACTION TAKEN – The Board of Education has approved the employment of Matt Dunkle, El Molino High School Principal, effective July 1, 2014  
The Board of Education has approved the following:  
Request from Jeff Ogston, AHS Math teacher for a .40 FTE LOA, for the 2014-2015 school year  
Request from Ryan Stevens, AHS Spanish and Yearbook teacher for a catastrophic leave, effective March 24, 2014  
Request from Joel Stickel, AHS English teacher for a catastrophic leave, effective April 22, 2014  
Request from Paula Medrano, Sp. Ed. Consortium Behavior Assistant for maternity leave, effective May 13, 2014  
The Board of Education has approved the following:  
Resignation from Simon Farmer, LHS Social Studies/Environmental Science/Elective Teacher, effective May 31, 2014  
Resignation from Keith Renzi, EMHS Health Technician, effective May 30, 2014  
Retirement from Linda Johnson, District Payroll Technician, effective June 30, 2014  
Retirement from Barbara DeCaro, District Accountant/Technology Specialist, effective July 1, 2014  
Retirement from Dave Anderson, AHS Grounds/Custodian, effective July 1, 2014

## II. COMMUNICATION

- A. VERBAL - None
- B. WRITTEN - None

## III. REPORTS

### A. STUDENT REPRESENTATIVES

Mikaela Dibble-Khan, Analy Student Representative reported Analy has a lot going on this time of the year. This Saturday is Prom, it will be held at the Academy of Sciences in San Francisco and the Prom rally will be tomorrow. April 25 is the Powder Puff football fundraiser. Cinderella will be the spring musical starting April 25 through May 3. Analy and El Molino are hosting the Bob Burkes Charity Auction. Fundraisers have been taking place for Mr. Stevens and his family. The fundraisers include a FFA pasta drive, Shaving for Cancer and a talent show on May 10; the proceeds will go to the fundraising efforts. May 9 is the Analy band concert and May 16 is the choir concert.

Lee Monroe, Laguna Student Representative reported the practical construction class is creating individual projects. The Literary Magazine is close to completion and will be distributed. The senior trip to Great America is this Friday. Two Laguna students will be delivering their Overcoming Obstacle speeches at Rotary this Friday.

Sam Kang, El Molino Student Representative reported with the end of year it is very busy. Mr. Kang thanked everyone for coming out to the Jazz and Pasta Feed. The FFA held a very successful tri-tip drive through. Fifty El Molino students went to “We Day” a very inspirational conference, it was nice working together with other students. Unity Week took place which was started with Challenge Day. Student elections are underway. April 24<sup>th</sup>, 25<sup>th</sup>, and 26<sup>th</sup> will be the last dance show of the year. May 2<sup>nd</sup> is the El Molino spring concert. The Prom is on May 3 at the Kenwood Farm and Gardens. Mr. Kang thanked Mr. McDonald for visiting the Leadership class regarding the LCAP. Some great achievements with the speech team, the boys golf team and the men’s volleyball team. El Molino has raised \$700 for “Pennies for Patients”.

**B. PRINCIPALS**

Chris Heller, Analy Principal reported that returning from break the staff received some devastating news about two Analy teachers, long term substitutes are in place and will be doing their best to fill in while the teachers are out on leave. The Ag fundraiser raised \$10,450 for Mr. Stevens while going through treatment. Mr. Heller thanked teacher, Sadie DeMarta and the FFA leadership for their hard work and effort with the fundraiser. Several other fundraisers are in the works; a dodgeball tournament and Sebastopol Golf Course has offered to hold a tournament as well. Analy teacher, Susan Swanson delivered a car full of toys to Mr. Stickel’s family to lift spirits while their daughter is going through treatments. Mr. Heller reported that staff is working on good teaching practices during staff development time. A confirmed Pertussis case is on campus and families have been notified. Mr. Heller thanked all for coming out and attending the Analy Education Foundation fundraiser at Kosta Brown. Mr. Heller thanked and congratulated the orchestra and band on the CMEA’s.

Doria Trombetta, El Molino Principal reported Challenge Day was a success and thanked all for their contributions, the Sebastopol, Rotary, Russian River Rotary and The Sisters of Perpetual Indulgence. The testing season has started. A Civil Rights Review will be happening, between March 6 and April 1. May 1<sup>st</sup> is Open House. El Molino teacher, Lynn Stewart has been selected as the Rotary Teacher of the Year for West County. Ms. Trombetta reported that Sam Kang will be the ASB President next year. May 9 is the student 50<sup>th</sup> year anniversary celebration and May 10<sup>th</sup> the 50<sup>th</sup> year anniversary celebration at Shone Farm.

Kent Cromwell, Laguna Principal reported Laguna received a donation of wood from the DeCaro family. Mr. Cromwell thanked the DeCaro family for their donation; it will be put to great use. Laguna is working closely with the seniors to make sure they are on track to graduate. Simon Farmer, Laguna teacher will remain dedicated to continue his work with the garden. There are plans in the works to work with the Russian River Slow Foods to hold a fundraiser dinner with the food that is harvested from the garden; the proceeds will go back to Laguna. The Smarter Balance test pilot will be tested later this month.

**C. ASSOCIATION REPRESENTATIVES**

Mark Ballard, CSEA President reported the tentative agreement contract has been ratified and negotiations are complete. Mr. Ballard appreciates the recognition of Employee Appreciation Day.

Susan Swanson, acting President for WSCTA, reported the number of donated days from the teaching staff for Ryan Stevens and Joel Stickel has been overwhelming. Ms. Swanson attended a conference last week, talks took place about schools and declining enrollment.

**D. BOARD MEMBERS**

Trustee Walker reported he attended the Analy Education Foundation fundraiser. Mr. Walker is looking forward to upcoming events and the enrollment meeting.

Trustee Landry reported it is good to be back at the Board meetings.

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Trustee Noe reported the Board received a letter from the District regarding the reduction of certificated employees for the 2014-15 school year. Trustee Noe reported the Board needs to create a committee for the Becky Hopper Make a Difference Award. Trustee Landry and Trustee Walker volunteered to be on the committee. Trustee Noe reported that Trustee Twitchell was unable to attend tonight's meeting due to a work conflict and Trustee DeSart is unable to attend due to health issues.

Trustee Twitchell - Absent

Trustee DeSart - Absent

### E. SUPERINTENDENT

- Senior Award Nights – Mr. McDonald reported the award nights are El Molino - Tuesday, May 13 and Analy - Wednesday May 21. We will need to know who will be attending which senior awards so we can notify the sites. A date needs to be chosen for a Special Board Meeting in June.
- Congratulations to Doria as she was selected 1 of 6 Star Administrators from the FFA. She will be recognized at the Annual State Convention on Sunday.
- Thanks to El Molino Principal interview committees: Mr. McDonald thanked all the folks that attended and participated in the interview committees. Thank you letters have been sent.
- Window #1 and late window transfer requests: Mr. McDonald reported on window #1 of the transfers and how many have been approved. Based on projected enrollment, we can approve new and continuing transfers. The late window is now underway.
- Enrollment Strategy Committee progress report: Mr. McDonald reported the committee meets again next Wednesday and recommendations will be brought to the Board. There has been some great discussions taking place.
- Local Control Accountability Plan (LCAP) meeting progress report: Mr. McDonald reported meetings continue to take place with stakeholders, El Molino leadership students would like to engage more students in the process. Meetings with both associations, and one foster youth and parent meeting as well.
- Home-to-School bus ridership report for 2013-14: Mr. McDonald reviewed the home to school bus ridership for West Sonoma County Union High School District.

## IV. DISCUSSION / ACTION ITEMS

- A. CONSIDERATION OF APPROVAL OF RESOLUTION #13.APRIL.2013-2014 DECLARING TUESDAY, MAY 6, 2014 EMPLOYEE APPRECIATION DAY FOR WEST SONOMA COUNTY UNION HIGH SCHOOL DISTRICT – Mr. McDonald reviewed the resolution regarding Employee Appreciation Day. Trustee Walker moved to approve Resolution #13.APRIL.2013-2014 Declaring Tuesday, May 6, 2014 Employee Appreciation Day for West Sonoma County Union High School District. Trustee Landry seconded the motion. Student Advisory Vote: Approved by 0 yes, 0 no, 3 absent. Approved by 3 yes, 0 no, 2 absent. Roll call vote: Trustee Noe, yes, Trustee Landry, yes, Trustee Walker, yes, Trustee Twitchell, absent, Trustee DeSart, absent.
- B. CONSIDERATION OF APPROVAL OF DISCLOSURE OF COLLECTIVE BARGAINING AGREEMENT WITH THE WEST SONOMA COUNTY TEACHERS ASSOCIATION, IN ACCORDANCE WITH ASSEMBLY BILL 1200 – Shelley Stiles reported on the requirements of the AB1200. Trustee Landry moved to approve the Disclosure of Collective Bargaining Agreement with the West Sonoma County Teachers Association in Accordance with Assembly Bill 1200. Trustee Walker seconded the motion. Student Advisory Vote: Approved by 0 yes, 0 no, 3 absent. Approved by 3 yes, 0 no, 2 absent. Trustee Noe, yes, Trustee Landry, yes, Trustee Walker, yes, Trustee Twitchell, absent, Trustee DeSart, absent.
- C. CONSIDERATION OF SUMMARY AND APPROVAL OF CONTRACT NEGOTIATIONS AGREEMENT FOR 2013-2014 WITH WEST SONOMA COUNTY TEACHERS ASSOCIATION (WSCTA) – Mia Del Prete reviewed the summary of negotiations and

reported the District and West Sonoma County Teachers Association (WSCTA) have reached a Tentative Agreement to settle negotiations for 2013-2014. Trustee Walker moved to approve the Contract Negotiations Agreement for 2013-2014 with West Sonoma County Teachers Association (WSCTA). Trustee Landry seconded the motion. Student Advisory Vote: Approved by 0 yes, 0 no, 3 absent. Approved by 3 yes, 0 no, 2 absent. Trustee Noe, yes, Trustee Landry, yes, Trustee Walker, yes, Trustee Twitchell, absent, Trustee DeSart, absent.

- D. **CONSIDERATION OF APPROVAL OF DISCLOSURE OF COLLECTIVE BARGAINING AGREEMENT WITH THE CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION, ANALY AREA CHAPTER #172, IN ACCORDANCE WITH ASSEMBLY BILL 1200** – Shelley Stiles reported on the requirements of the AB1200. Trustee Landry moved to approve the Disclosure of Collective Bargaining Agreement with the California School Employees Association, Analy Area Chapter #172, in Accordance with Assembly Bill 1200. Trustee Walker seconded the motion. Student Advisory Vote: Approved by 0 yes, 0 no, 3 absent. Approved by 3 yes, 0 no, 2 absent. Trustee Noe, yes, Trustee Landry, yes, Trustee Walker, yes, Trustee Twitchell, absent, Trustee DeSart, absent..
- E. **CONSIDERATION OF SUMMARY AND APPROVAL OF CONTRACT NEGOTIATIONS AGREEMENT FOR 2013-2014 WITH CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION, ANALY CHAPTER #172** - Mia Del Prete reviewed the summary of negotiations and reported the District and WSCTA have reached a Tentative Agreement to settle negotiations for 2013-2014. Trustee walker moved to approve the Contract Negotiations Agreement for 2013-2014 with California School Employees Association, Analy Chapter #172. Trustee Landry seconded the motion. Student Advisory Vote: Approved by 0 yes, 0 no, 3 absent. Approved by 3 yes, 0 no, 2 absent. Trustee Noe, yes, Trustee Landry, yes, Trustee Walker, yes, Trustee Twitchell, absent, Trustee DeSart, absent.
- F. **CONSIDERATION OF APPROVAL OF MONTHLY BUDGET UPDATE FOR 2013-14** – Shelley Stiles reviewed the Monthly Budget Update for 2013-14. Trustee Landry moved to approve the Monthly Budget Update for 2013-2014. Trustee Walker seconded the motion. Student Advisory Vote: Approved by 0 yes, 0 no, 3 absent. Approved by 3 yes, 0 no, 2 absent. Trustee Noe, yes, Trustee Landry, yes, Trustee Walker, yes, Trustee Twitchell, absent, Trustee DeSart, absent.
- G. **PRESENTATION OF SCHEMATIC DESIGN FOR ANALY BAND ROOM (APPROXIMATE TIME 7:30 P.M.)** – This item will be tabled at this time and brought back to a future Board meeting.
- H. **CONSIDERATION OF AWARD OF CONSULTANT CONTRACT FOR ONGOING CONSTRUCTION MANAGEMENT SERVICES** – Shelley Stiles introduced Jennie Brunemann, Director of Maintenance. Ms. Stiles reported the District Administration asks the Board to approve the construction management contract to Counterpoint Construction Services, Inc. Trustee Walker moved to approve the Award of Consultant Contract for Ongoing Construction Management Services. Trustee Landry seconded the motion. Student Advisory Vote: Approved by 0 yes, 0 no, 3 absent. Approved by 3 yes, 0 no, 2 absent. Trustee Noe, yes, Trustee Landry, yes, Trustee Walker, yes, Trustee Twitchell, absent, Trustee DeSart, absent.
- I. **CONSIDERATION OF AUTHORIZATION TO CONDUCT PUBLIC BID FOR EL MOLINO IRRIGATION PROJECT** – Shelley Stiles reviewed the public bid process for the El Molino Irrigation Project. The Board needs to authorize a public bid. Trustee Landry moved to approve the Authorization to Conduct Public Bid for El Molino Irrigation Project. Trustee Walker seconded the motion. Student Advisory Vote: Approved by 0 yes, 0 no, 3 absent. Approved by 3 yes, 0 no, 2 absent. Trustee Noe, yes, Trustee Landry, yes, Trustee Walker, yes, Trustee Twitchell, absent, Trustee DeSart, absent.

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- J. CONSIDERATION OF AUTHORIZATION TO CONDUCT PUBLIC BID FOR REPAIR AND RESURFACING OF ANALY HIGH SCHOOL TENNIS COURT - Shelley Stiles reported on the need of resurfacing and repair of the Analy High School Tennis Court. The Board needs to authorize a public bid. Trustee Walker moved to approve the Authorization to Conduct Public Bid for Repair and Resurfacing of Analy High School Tennis Court. Trustee Landry seconded the motion. Student Advisory Vote: Approved by 0 yes, 0 no, 3 absent. Approved by 3 yes, 0 no, 2 absent. Trustee Noe, yes, Trustee Landry, yes, Trustee Walker, yes, Trustee Twitchell, absent, Trustee DeSart, absent.
- K. FIRST READING OF RECOMMENDED REVISIONS TO THE TEAM LEADER-CONSORTIUM JOB DESCRIPTION – Mia Del Prete reviewed the revisions to the Team Leader – Consortium job description. The Board requested this item be brought back to the Consent Calendar in May.
- L. FIRST READING OF PROPOSED NEW COURSES AT EL MOLINO HIGH - Mr. McDonald reviewed the courses. The Board requested this item be brought back on the Consent Calendar in May.
- ACCELERATED INTEGRATED HUMANITIES – ENGLISH 9
  - AP HUMAN GEOGRAPHY
  - ENGLISH 9 SEMINAR
  - ENGLISH 10 SEMINAR
  - CULINARY ARTS
  - ADVANCED CULINARY ARTS
  - VITICULTURE AND PLANT SCIENCE
  - AGRICULTURE MECHANICS
- V. **FUTURE AGENDA ITEM**
- A. PUBLIC HEARINGS – BOARD MEETING TBA, PRIOR TO JUNE 25 MEETING
- LOCAL CONTROL ACCOUNTABILITY PLAN (LCAP)
  - BUDGET FOR 2014-2015
- B. BOARD GOALS WORKSHOP – APRIL 23, 2014 (6:00 PM OPEN SESSION)
- C. RESOLUTION REGARDING EDUCATION PROTECTION ACCOUNT – MAY 7, 2014
- D. RECOGNITION OF RETIRING EMPLOYEES – MAY 7, 2014
- E. BECKY HOPPER AWARD – MAY 7, 2014
- F. RECOGNITION OF STUDENT BOARD REPRESENTATIVES – MAY 7, 2014
- G. FIRST READING OF ADDITIONAL PROPOSED NEW COURSE REQUESTS (INCLUDING TRANSITION FROM ROP COURSES TO DISTRICT CTE COURSES)
- H. FACILITY PROJECT DESIGN PRESENTATIONS - ANALY AND EL MOLINO STADIUM PROJECTS AND EL MOLINO PERFORMING ARTS CENTER – MAY 7, 2014
- I. ADOPT LOCAL CONTROL ACCOUNTABILITY PLAN AND BUDGET – JUNE 25, 2014
- J. CONSIDERATION OF REVISING DISTRICT INSTRUCTIONAL MATERIALS ADOPTION CALENDAR
- VI. **ADJOURNMENT** – The meeting was adjourned 7:44 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 21<sup>st</sup> 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 21<sup>st</sup> 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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"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, April 23, 2014  
Analy High School Library  
6950 Analy Avenue  
Sebastopol, CA 95472

**5:30 p.m. Open Session**  
**5:35 p.m. Closed Session**  
**6:00 p.m. Open Session**

**I. PRELIMINARY**

- A. CALL TO ORDER – The meeting was called to order at 5:30 p.m.
- B. ROLL CALL
  - Present
  - Absent
  - Kellie Noe, President
  - Amber Twitchell, Vice-President
  - Diane Landry, Clerk
  - Ted Walker, Trustee
  - Rebecca DeSart, Trustee
  - Keller McDonald, Superintendent
- 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.
  - 1. CONSIDERATION OF CONFIDENTIAL STUDENT MATTERS #5-(14-15), #6-(14-15)
  - 2. STUDENT DISCIPLINE CASE #7-(13-14)
  - 3. EVALUATION:
    - a. Superintendent
- E. PLEDGE OF ALLEGIANCE – Ross Bickford led the Pledge of Allegiance.
- F. APPROVAL OF THE AGENDA - Trustee Landry moved to approve the Agenda. Trustee DeSart seconded the motion. Approved by 5 yes, 0 no. Trustee Noe, yes, Trustee Landry, yes, Trustee Walker, yes, Trustee Twitchell, yes, Trustee DeSart, yes.

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- G. INPUT FROM THE PUBLIC REGARDING ITEMS NOT ON THE OPEN SESSION AGENDA – Jim Wheaton addressed the Board regarding the Analy Education Foundation fundraiser.
- H. CLOSED SESSION REPORT
1. CONSIDERATION OF CONFIDENTIAL STUDENT MATTERS – Trustee Landry moved to approve recommendation of the Appeal Panel in Confidential Student Matter #5-(14-15). Trustee DeSart seconded the motion. Trustee Landry amended the motion to not accept the recommendation of the Appeal Panel in Confidential Student Matter #5-(14-15). Trustee DeSart amended the second. Approved by 3 yes, 2 no. Trustee Walker, yes, Trustee DeSart, yes, Trustee Landry, no, Trustee Twitchell, yes, Trustee Noe, no. Trustee Landry moved to accept the recommendation of the Appeal Panel in Confidential Student Matter #6-(14-15). Trustee Twitchell seconded the motion. Approved by 5 yes, 0 no. Trustee Noe, yes, Trustee Landry, yes, Trustee Walker, yes, Trustee Twitchell, yes, Trustee DeSart, yes.
  2. STUDENT DISCIPLINE – Trustee Landry moved to approve the recommendations in student discipline case #7-(13-14). Trustee Walker seconded the motion. Approved by 5 yes, 0 no. Trustee Noe, yes, Trustee Landry, yes, Trustee Walker, yes, Trustee Twitchell, yes, Trustee DeSart, yes.

## II. DISCUSSION /ACTION ITEMS

- A. 2014-2015 DISTRICT GOAL SETTING WORKSHOP – Mr. McDonald reported on the process and guidelines of the goals setting meeting. The following was reviewed:

- Board refines (if needed) and gains agreement on the WSCUHSD Guiding Principles, General Guidelines and Screening Criteria for Proposed District Goals
- Trustees take turns suggesting goals until all suggestions are heard
- Board collects input and additional suggestions from the public
- Board discusses the challenges and opportunities facing the District that each suggested goal might address
- If needed, Board groups, simplifies or reduces proposed goals
- Board gains agreement on 2-6 proposed goals for the upcoming school year
- Board gains agreement on success indicators for each goal
- If needed, Board directs staff to develop wording for proposed goals and success indicators
- At Board's direction, staff places consideration of approving district goals for the upcoming school year on the action agenda of a subsequent Board meeting
- Public School District Governance Teams Key Activities and Key Areas of Focus
- 2012-2013 District goals
- 2013-2014 District goals
- Enrollment Strategies Committee Final Report and Recommendations to School Board
- Superintendent's list of Major-District-wide Projects for 2014-15
- Superintendent's list of Possible District Goals for 2014-2015

Discussion took place regarding:

- Parent outreach
- Student advocates
- Key stakeholders need to be engaged; parents, kids and teachers
- Timeline to finish exploring ideas for action steps
- Implementation of the Farm to Table program
- Adult education not offered at this time
- Enrollment target not going to be exceeded at Analy
- Technology resources for teachers, not reported or shared
- Restorative Resources
- Marketing

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- Concerns about online learning as not a good fit for all learners
- Online learning could get students engaged that are unable to get to school
- Skype
- The impact of online students and lack of classroom presence
- SRJC applicable classes

The following goals were discussed:

### Enrollment

- Recommendations of Enrollment Strategies Committee
- STEAM
- Farm to Table
- Marketing Outreach could be a district position, but first priority should be El Molino
- Explore online learning

### Student Achievement

- Use the LCAP to improve student achievement and overall success of the District
- Need to focus on Latino groups (success indicator)
- Need to focus on achievement of Significant Sub Groups

### Community Engagement

- Involve the community/diverse groups
- Involve Latino community (Success Indicator)

### Curriculum and Instruction

- STEM/STEAM
- Reinvigorate the technology, provide computer programming class CADD
- Success indicator report on technology

### Student Support

- Need to focus Significant Sub Groups
- Restorative justice and expansion of leadership programs, such as Tomorrow's Leaders Today

The following recommendations were presented from the District Enrollment Strategies Committee:

Allocate resources (e.g. staff time) to explore best practices; assess viability; establish an evaluation plan; and develop and execute an implementation plan to create an integrated STEAM (science, technology, engineering, arts, and mathematics) curriculum

Create a new position or positions to expand, coordinate, and evaluate marketing, including outreach alumni, parent and community outreach, and outreach to middle schools

Allocate resources (e.g. staff time) to explore best practices; assess viability; establish an evaluation plan; and develop and execute an implementation plan to offer online courses and blended “computer” classrooms

Staff will bring draft goals based on the Boards input from the Goals Workshop to the May 7 Board meeting for consideration and approval.

## **III. FUTURE AGENDA ITEM**

- A. PUBLIC HEARINGS – BOARD MEETING TBA, PRIOR TO JUNE 25 MEETING
  - LOCAL CONTROL ACCOUNTABILITY PLAN (LCAP)
  - BUDGET FOR 2014-2015
- B. RESOLUTION REGARDING EDUCATION PROTECTION ACCOUNT – MAY 7, 2014
- C. RECOGNITION OF RETIRING EMPLOYEES – MAY 7, 2014

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- D. BECKY HOPPER AWARD – MAY 7, 2014
  - E. RECOGNITION OF STUDENT BOARD REPRESENTATIVES – MAY 7, 2014
  - F. MONTHLY BUDGET UPDATE – MAY 7, 2014
  - G. CONSIDERATION OF DISTRICT GOALS FOR 2014-2015 – MAY 7, 2014
  - H. FACILITY PROJECT DESIGN PRESENTATION – ANALY BAND ROOM – MAY 7, 2014
  - I. CONSIDERATION OF REVISIONS TO DISTRICT FACILITY IMPROVEMENT PROJECT BUDGET AND TIMELINE, INCLUDING CHANGES RELATED TO PROPOSITION 39 ENERGY EFFICIENCY PROJECTS – MAY 7, 2014
  - J. FIRST READING OF ADDITIONAL PROPOSED NEW COURSE REQUESTS – MAY 7, 2014
    - MATH 1 (INTEGRATED COMMON CORE MATH)
    - MATH SUPPORT
  - K. ADOPT LOCAL CONTROL ACCOUNTABILITY PLAN AND BUDGET – JUNE 25, 2014
  - L. FACILITY PROJECT DESIGN PRESENTATIONS - EL MOLINO PERFORMING ARTS CENTER AND ANALY AND EL MOLINO STADIUM PROJECTS
  - M. CONSIDERATION OF REVISING DISTRICT INSTRUCTIONAL MATERIALS ADOPTION CALENDAR
- IV. ADJOURNMENT -The meeting adjourned 8:00 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 21<sup>st</sup> 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 21<sup>st</sup> 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

WEST SONOMA COUNTY UNION HIGH SCHOOL DISTRICT

TO: Kellie Noe, Board President  
FROM: Karen Lamb, Executive Secretary  
DATE: May 7, 2014  
ITEM: **CONSIDERATION OF APPROVAL OF OVERNIGHT FIELD TRIP  
REQUEST**

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The Board is requested to approve the following field trip request:

Twenty Analy High School students will travel to Salt Point State Park to participate in a cross country running camp on August 4-8, 2014. The students will be transported to the event by themselves or their parent. The students will be chaperoned by Ann Foster, Tammy Keithley and Mark Grismer, all are approved over night chaperones. The students and chaperones will be camping at the Salt Point State Park Campground.

**RECOMMENDATION:**

It is respectfully requested that the Board approve the overnight field trip request.

**ATTACHMENTS:**

No

**WEST SONOMA COUNTY UNION HIGH SCHOOL DISTRICT**

TO: Kellie Noe, Board President

FROM: Karen Lamb, Executive Secretary

DATE: May 7, 2014

ITEM: **CONSIDERATION OF APPROVAL OF SUPERINTENDENT'S  
RATIFICATION OF OVERNIGHT FIELD TRIP REQUESTS**

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Nine El Molino High School students traveled to San Luis Obispo to participate in the California State FFA Finals Competition on May 2-3, 2014. The students traveled by Ag van driven by Marilee Mazur and a private vehicle driven by Ray Crawford, both are approved volunteer drivers. The students were chaperoned by Marilee Mazur and Ray Crawford, both are approved overnight chaperones. The students and chaperones stayed at the competition hotel in San Luis Obispo, California.

Six El Molino High School students traveled to McKinleyville to participate in a golf tournament on May 4-5, 2014. The students traveled by private vehicles driven by Keith Baker and Gaylord Schapp both are approved volunteer drivers. The students and chaperones stayed at the Motel 6 in Eureka, California.

The opportunity for the students to participate in these activities came after the Board meeting in April; therefore Superintendent's Ratification was needed for these overnight trips.

**RECOMMENDATION:**

It is respectfully requested that the Board of Education ratify the Superintendent's approval of the overnight field trip requests.

**ATTACHMENTS:**

No



**WEST SONOMA COUNTY UNION HIGH SCHOOL DISTRICT**

TO: Kellie Noe, Board President

FROM: Shelley Stiles, Business Manager

DATE: May 7, 2014

ITEM: **CONSIDERATION OF APPROVAL OF 2013-14 WARRANT  
REGISTERS APRIL 3, 2014 THROUGH APRIL 30, 2014**

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**BACKGROUND INFORMATION:**

The Board is responsible for approving all warrants authorizing payments during a regularly scheduled School Board meeting.

**CURRENT CONSIDERATION:**

The School Board will receive warrants for the time period, April 3, 2014 through April 30, 2014 under separate cover for review.

**RECOMMENDATION:**

The administration respectfully requests that the School Board approve the payment of warrants for April 3, 2014 through April 30, 2014 under separate cover for review.

**ATTACHMENTS:**

No

I.I.5./MAY.14

**WEST SONOMA COUNTY UNION HIGH SCHOOL DISTRICT**

TO: Kellie Noe, Board President

FROM: Mia Del Prete, Human Resources Manager

DATE: May 7, 2014

ITEM: **CONSIDERATION OF APPROVAL OF RECOMMENDED REVISIONS TO THE TEAM LEADER – CONSORTIUM JOB DESCRIPTION**

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**BACKGROUND INFORMATION:**

It has been the mission of District administrators to review and revise job descriptions, as necessary.

**CURRENT CONSIDERATION:**

During the 2013-2014 Negotiations between the District and WSCTA, an agreement was reached to add the Team Leader – Consortium positions to the Department Chairpersons heading in Appendix A, WSCTA Salary Schedule. Each 1.0 FTE in each team (psychologist, nurses and speech therapists) will equate 5 sections for purposes of calculating the stipend. All revisions are noted in bold print and strike-outs. This item was brought before the Board of Education as a first reading at the April 9, 2014 meeting.

**RECOMMENDATION:**

It is respectfully requested the Board of Education approve the revisions to the Team Leader – Consortium Job Description.

**ATTACHMENTS:**

Yes

West Sonoma County Union High School District

**TEAM LEADER - CONSORTIUM**

DEFINITION

Under direction of the Director of the Special Education and Student Services Consortium, serve as lead staff person in designated support group (speech, nurse, or psychologist). One year position subject to the recommendation by the Director and approval by the Consortium Council.

ESSENTIAL DUTIES

1. New Employees:
  - a. Assist with interviewing and selection of new team members
  - b. Assist in training and mentoring new team members
  
2. Staff Issues:
  - a. Assist Director in reviewing team assignments and caseloads.
  - b. Provide consultation to team members for complex special education cases.
  - c. Facilitate the delivery of professional best practice between and among Consortium team.
  - d. Stay informed about legal requirements and communicate them to Consortium team members.
  
3. Team Meetings/Communication with Director:
  - a. Holds, facilitates and attends team meetings (at least bi-monthly)
  - b. Submit team meeting summaries to Director
  - c. Meet with other team leaders as needed
  - d. Maintain team records
  
4. Inventory and Maintain Assessment Materials:
  - a. Inventory and recommend replacement materials to be purchased
  - b. Maintain and check-out current assessment materials
  - c. Maintain team equipment (such as audiometers, FM systems, etc.)

OTHER DUTIES

- Participate in Medi-Cal Collaborative Committee
- Cooperate with the site and district administration in performing other duties in support of activities related to this position.

Cooperate with the Director and district administration in performing other duties in support of activities related to this position.

West Sonoma County Union High School District  
~~Number of Days determined by LEA/Supts' Council~~  
Certificated Salary Schedule  
~~Days paid at per diem~~  
Approved: February 27, 2008  
Revised: August 14, 2013