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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, March 26, 2014
El Molino High School Library
7050 Covey Road
Forestville, CA 95436

6:30 p.m. Open Session

I. PRELIMINARY

A. CALL TO ORDER – The meeting was called to order at 6:30 p.m.

B. ROLL CALL

Present

Kellie Noe, President
Amber Twitchell, Vice-President

Absent

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. PLEDGE OF ALLEGIANCE - Ted Walker led the Pledge of Allegiance.

D. APPROVAL OF THE AGENDA - Trustee Walker moved to approve the Agenda. Trustee Twitchell seconded the motion. Approved by 3 yes, 0 no, 2 absent. Student Advisory Vote: 3 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)

E. INPUT FROM THE PUBLIC REGARDING ITEMS NOT ON THE OPEN SESSION AGENDA - None

Trustee Noe reported Trustee Landry will not be in attendance at tonight's meeting, she is recovering from her injury and Trustee DeSart will not be attending due to illness.

II. DISCUSSION /ACTION ITEMS

- A. BUDGET WORKSHOP (Note: There is no backup attached. Staff will present information at workshop.) Mr. McDonald reviewed the process of the budget workshop. Shelley Stiles reported and reviewed the following:
- Overview of Governor’s Budget proposal for 2014-15
 - Local Control Funding Formula (LCFF) – new reality of funding distribution
 - Each district will produce a Local Control Accountability Plan (LCAP)
 - Sets annual goals and describes how the district will use available resources
 - Board required to adopt budget that aligns with district LCAP
 - LCFF combines all funding for schools: COLA, base restoration/deficit reduction, equalization, and weighted categorical funding combined in one calculation
 - LCFF first calculates the Target when fully implemented in 2020-21
 - Secondly calculates “floor” or minimum level of funding by looking at prior year base per ADA – including former categoricals and PY Gap funding
 - Finally calculates difference between Target and Floor and applies a Gap percentage funded amount for the fiscal year
 - Factors which will make MYP less certain than in the past:
 - Projected Gap Funding – how much will the state appropriate?
 - Department of Finance and School Services of California recommendations vary
 - Projected COLA – applied to the Target, not the current year
 - Projected Supplemental Grant funding – what will our student population look like in future?
 - Potential cost increases in STRS and PERS
 - Affordable Care Act – unintended costs to employers
 - Impact of LCFF on WSCUHSD
 - LCFF based on new grade level funding bands
 - Target to be reached in 2020-21 – an 8 year transition from 2013-14
 - Target Funding of \$9,078 (increases with COLA)
 - Grade 9-12 Target Base: \$8,419
 - Adjustment of 2.6% for CTE: \$ 219
 - Supplemental Grant (25.45%): \$ 440
 - Estimated 2013-14 funding at \$7,048 per ADA
 - Estimated 2014-15 funding at \$7,653 per ADA
 - Estimated 2015-16 funding at \$8,015 per ADA
 - Enrollment and attendance projections
 - Local Control Funding Formula (LCFF) revenue projections
 - Base revenue
 - Supplementary funding
 - Career Technical Education
 - Impact of LCFF
 - Career Technical Education

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- ROP funded at County Office – rolled into SCOE’s LCFF base amount
- SCOE funding 2013-14 same as 2012-13, decreases by 25% in 2014-15, and by 100% in 2015-16
- 2.6% addition to WSCUHSD base
 - 2.6% does not fully fund our current number of sections offered students
- In 2015-16 all costs associated with ROP/CTE have been included in the unrestricted column to cover potential cost shift from SCOE to District
- Transportation
 - Funds remain static and NO COLA added
 - Any increase in cost of transportation is funded by District
- Federal revenue
 - 2013-14 \$1,171,693
 - Special Education, Title II, Title III, Perkins
 - Title I – non participation continues
 - 2014-15 flat funding from 2013-14
 - Beginning in 2014-15 SELPA funding changes will affect revenue received by Consortium. Federal revenue will decrease and be covered by an increase in excess cost billed to partner districts and recorded in Local Income
 - 2015-16 flat funding from 2013-14
- Parcel Tax revenue
- 2013-14 \$1,098,432
 - 2013 Measure K @\$48 per parcel beginning 7/1/13
- 2014-15 \$1,098,432
 - Continued funding same as 2013-14 (voter approved for 8 years)
- Funding to be used for:
 - Keeping school libraries open
 - Maintaining small class sizes
 - Improving or maintaining art, music, and drama programs
 - Improving or maintaining shop, culinary, technology, and other career education classes
 - Improving or maintaining college prep courses
 - Maintaining student counseling services
- Budget adjustments since 2nd Interim approval
 - Continued budget monitoring to reflect actual expenses and estimated expenses through 6/30/2014.
 - Adjustments to reserves through March 25, 2014:
 - Overall increase of \$66,458
 - Increase in prior year revenue limit based in P-1 recertification
 - Unappropriated Ending Fund balance 2013-14 \$3,271,222
 - More adjustments will occur as we approach the end of the year and use 2013-14 as a base for the 2014-15 budget development
- Expenditure projections
 - 3 furlough days for all units in 2013-14
 - All furlough days restored, plus 1 Certificated workday for 2014-15 and 2015-16
 - Step and Column increased costs

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- Current MYP included a 1.0 Certificated FTE reduction in 2014-15 and an additional 1.0 FTE reduction in 2015-16; to be reviewed and updated with May 2014 final layoffs
- Health Benefits increased costs – 10% annual (12% premium increase)
- Books and supplies reflect one-time expenses for Common Core implementation and current estimates for textbook purchases
- Contributions reflect needs of restricted programs
- Parcel Tax Support
- Parcel tax language was to “maintain and improve”
 - “Maintain” sections and services District was poised to eliminate
 - Sections of Arts, CTE, College Prep/AP
 - Guidance counseling
 - Library
 - “Improve” sections and services continued (examples from 2013-14)
 - AP Environmental Science (AHS)
 - Ecological Action (AHS)
 - French III/IV (EHS)
 - AP Chemistry (EHS)
 - Digital Media/Marketing (AHS,EHS)
 - Crisis Counselors – days and hours increased
 - Library hours – hours added
- Programs needing contributions from the General Fund
- Routine Restricted Maintenance
 - Increase contribution to 3% by 2015-16
 - Flexibility to contribute less than 3% sunsets
 - Currently contributing \$414,000 = 2%
 - Increase of \$210,000 required by 2015-16 to full 3% = \$625,000
 - Restricted maintenance included those activities that are required to repair, restore, or renovate school property, including grounds, buildings, site improvements, building fixtures, and service systems. It can include salaries of workers and/or the engagement of contractors.
 - The M&O department is currently being reviewed for appropriate staffing levels for maximum efficiency.
- Other needs
 - Technology
 - Facilities and deferred maintenance
 - Enrollment Strategies Committee recommendations – Committees have met twice so far. The third meeting is planned for April 12 prior to the goals setting meeting. The plan is to come up with 3 of the highest enrollment strategies. Mr. McDonald thanked the committee for diligent work.
 - Local Control Accountability Plan (LCAP) – Ideas from discussion groups
 - Pupil outcomes
 - Parent engagement
 - Parent Involvement, student engagement, school climate: working on superintendents at partner districts
- Enrollment Strategies Committee
- Allocate resources (e.g. staff time) to
 - Create integrated Science Technology Engineering Art and Mathematics (STREAM) curriculum

- Create strengthened music program
- Create Farm to Table curriculum (if possible, partner with SRJC Shone Farms)
- Create public safety magnet program (if possible, partner with SRJC)
- Create health care magnet program (if possible, partner with SRJC)
- Create adult education school, including EL classes, parent skills, parent ambassadors, GED
- Offer online courses and blended “computer” classrooms
- Expand SRJC course offerings on District campuses and in West County before, during and after the regular school day
- Create new position or positions to
 - Coordinate and expand support for Hispanic families, including ELAC support
 - Develop and coordinate partnerships, including internships, with local business and community and develop stronger partnerships with higher education
 - Expand and coordinate marketing, including outreach to alumni, parents and community; and outreach to middle schools
- Transportation
- Deficit spending
- Special Accounts in addition to General Fund
 - Not included in the MYP, separate sources of funding
 - Budgets are developed individually by Fund
 - 13 – Cafeteria Fund – requires contribution from GF
 - 21 – Bond Fund – MEASURE I projects
 - Active Projects Currently in Progress
 - Projected Beginning Balance for 2014-15 \$1,032,623
 - 25 - Developer Fee Fund – can be used in conjunction with other construction related projects
 - Active Projects Currently in Progress with Bond Fund
 - Projected Beginning Balance for 2014-15 \$472,880
 - 35 – School Facilities Fund – state apportionments for construction
 - Close out of OLD projects with DSA in progress may free up use of money in fund and to prevent possible delay in future DSA approval of projects
 - Projected Beginning Balance for 2014-15 \$401,066
- LCFF Accountability
 - Accountability
 - New accountability regulations are unfolding
 - Each district must adopt a Local Control Accountability Plan (LCAP for 2014-15
 - The local school agency goals for the LCAP need to be based on eight state mandated priority areas
- LCAP and Budget Adoption Timeline
 - Enrollment Strategies Committee and other stakeholder input being collected
 - Board Goals Workshop (consider Enrollment Strategies Committee recommendations and LCFF stakeholder input) April 23
 - Draft LCAP and public hearing at Board meeting (date TBA) prior to June 25 Board meeting

- Draft 2014-15 Budget Preview and public hearing at Board meeting (date TBA) prior to June 25 Board meeting
- LCAP and Budget Adoption June 25 Board meeting

The following discussion took place regarding:

- Waiting for Governors May revise for changes to the budget
- Enrollment going down and transportation costs rising
- District chooses to provide bussing
- Does offering bussing increase enrollment?
- High cost of bussing
- Software from the state to do the draft budget will not be available until May 1
- The need to have a special board meeting for a public hearing

Comments from the Board:

Great job to Shelley Stiles for the very understandable budget workshop. Thank you!

III. FUTURE AGENDA ITEM

- A. SPECIAL BOARD MEETING THURSDAY, MARCH 27, 2014 5:30 PM AT DISTRICT OFFICE
- B. FACILITY DESIGN PRESENTATIONS – ANALY BAND ROOM AND EL MOLINO PERFORMING ARTS CENTER – APRIL 9, 2014
- C. BOARD GOALS WORKSHOP – APRIL 23, 2014
- D. PUBLIC HEARINGS – MAY 7, 2014
 - LOCAL CONTROL ACCOUNTABILITY PLAN (LCAP)
 - BUDGET
- E. RECOGNITION OF RETIRING EMPLOYEES – MAY 7, 2014
- F. BECKY HOPPER AWARD – MAY 7, 2014
- G. RECOGNITION OF STUDENT BOARD REPRESENTATIVES – MAY 7, 2014
- H. FACILITY PROJECT DESIGN PRESENTATIONS - ANALY AND EL MOLINO STADIUM PROJECTS
- I. CONSIDERATION OF REVISING DISTRICT INSTRUCTIONAL MATERIALS ADOPTION CALENDAR
- J. CONSIDERATION OF APPROVAL OF NEW AND REVISED COURSES FOR 2014-2015
- K. ADOPT LOCAL CONTROL ACCOUNTABILITY PLAN AND BUDGET – JUNE 25, 2014

IV. ADJOURNMENT – The meeting was adjourned at 7:53 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

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 9th day of April, 2014.

Debra Sigwald