

**WEST COUNTY UNION HIGH SCHOOL DISTRICT
ENROLLMENT STRATEGIES COMMITTEE**

**FINAL REPORT AND RECOMMENDATIONS TO SCHOOL BOARD
April 16, 2014 (corrected)**

BACKGROUND

At the direction of the Board, the Superintendent convened a committee of District stakeholders to recommend approximately three high priority strategies to boost District enrollment for the Board to consider implementing in the 2014-2015 school year.

The Committee was comprised of 17 positions representing students, parents, community members, certificated staff, classified staff, administrators, and Trustees. Some of the positions were shared between two individuals. The Committee had three evening meetings in February, March and April. Jen Lewis from the County Department of Health Services facilitated the meetings. Committee members were

WSCTA (3 El Molino, 1 Analy) – 4 reps

Eric Wycoff, Michele Larkin shared with Kate Oitzinger, Doug Pepe,
Shauna Ferdinandson

CSEA (El Molino) – 1 rep

Darlene Packard

El Molino ASB – 2 reps

Kelsey Sword, Ella Griffith

Analy ASB – 1 rep

Madeline Chanin-Meiers shared with Mikaela Dibble-Kahn

El Molino Action Alliance – 2 reps

Patty Sullivan, Glenn Fricker

El Molino Site Council – 1 Parent / Community rep

Jim Walton

El Molino Community At-Large – 1 rep

Herman Hernandez

Analy Community At-Large – 1 rep

Tony Gossner

El Molino Administration – 1 rep

Matt Dunkle

School Board – 2 reps

Kellie Noe, Ted Walker

Superintendent

Keller McDonald

Facilitator – non-voting

Jen Lewis

The Committee agreed on criteria for determining possible strategies to consider. For the Committee to consider the strategy, it needed to:

- Be achievable in less than 2 years
- Support students to be college and career ready
- Have strong educational value and improve student learning
- Create niche programs that provide opportunities at each school
- Not benefit one school at the detriment of another school

The Committee discussed a wide variety of strategies and ideas from previous Town Hall meetings and other sources. The Committee then narrowed the field to eleven top strategies. The Committee used a voting process to identify the priority strategies to recommend to the School Board. The vote results should not be interpreted to mean that Committee members did not value these options as viable strategies to boost enrollment. The purpose of the voting was to identify the priority strategies to recommend to the Board. The results of the voting process are shown below.

Results of First Round of Voting on Eleven Priority Options

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|----------|---|
| 11 votes | Allocate resources to create an integrated STEAM (science, technology, engineering, arts, and mathematics) curriculum |
| 8 votes | Create a new position or positions to expand, coordinate, and evaluate marketing, including outreach alumni, parent and community outreach, and outreach to middle schools |
| 6 votes | Allocate resources to create a Farm to Table curriculum (if possible, partner with SRJC Shone Farms) |
| 6 votes | Allocate resources to offer online courses and blended "computer" classrooms |
| 6 votes | Create a new position or positions to coordinate, expand, and evaluate support for Hispanic families, including ELAC support |
| 3 votes | Create a new position or positions to develop, coordinate, and evaluate partnerships, including reaching out to local business and community to create partnership and internships and to develop stronger partnerships with higher education |
| 2 votes | Allocate resources to create a public safety magnet program (if possible, partner with SRJC) |
| 2 votes | Allocate resources to create an adult education school, including ELL classes, parent skills, parent ambassadors, GED |
| 1 vote | Allocate resources to create a strengthened music program |

- 0 votes Allocate resources to create a health care magnet program (if possible, partner with SRJC)
- 0 votes Allocate resources to expand SRJC course offerings on District campuses and in West County; before, during and after the regular school day

Results of Second Round of Voting on Options Tied with Six Votes Each

- 7 votes Allocate resources to offer online courses and blended “computer” classrooms
- 5 votes Allocate resources to create a Farm to Table curriculum (if possible, partner with SRJC Shone Farms)
- 3 votes Create a new position or positions to coordinate, expand, and evaluate support for Hispanic families, including ELAC support

RECOMMENDATIONS TO SCHOOL BOARD

After meeting three times and considering a wide variety of options and ideas, the District Enrollment Strategies Committee recommended three strategies to boost District enrollment in 2014-2015. The Committee also provided administration with additional input to consider and share with staff when planning to implement these strategies.

1. **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**
2. **Create a new position or positions to expand, coordinate, and evaluate marketing, including outreach alumni, parent and community outreach, and outreach to middle schools**
3. **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**

WEST SONOMA COUNTY UNION HIGH SCHOOL DISTRICT

Date: Friday, April 25, 2014

To: Board of Trustees

From: Keller McDonald, Superintendent

Re: Office of Equal Opportunity Career Education Program Compliance Visitation to El Molino High School

It is a federal offense for a district, school or school employee to violate a civil rights law. The federal Office for Civil Rights (OCR) is responsible for making sure high schools across California that receive any federal funding (for example, federal meals assistance or Title II professional development support) comply with federal laws that provide equal access to school programs and facilities. The Office of Equal Opportunity (OEO), operated by the California Department of Education, represents OCR for monitoring and enforcing federal civil rights laws as they pertain to Career Technical Education (CTE) programs and facilities.

Each school year, OEO conducts 4-day CTE civil rights visitations to approximately 25 California high schools. Schools are selected on the basis of their demographics and their student participation in CTE classes. Analy had an OEO visitation in 2011. El Molino had an on-site visitation by an OEO staff member on April 22 – 25, 2014.

Matt Dunkle was the lead representative for El Molino in preparing for and coordinating this compliance visitation. The OEO officer reviewed District and school policies, websites, printed materials, and records; visited all CTE classrooms; inspected school facilities; and interviewed students, teachers, counselors, site and District staff, and administrators.

A summary of the findings of the OEO CTE OCR compliance visitation follows:

- No compliance findings related to Board policies or regulations
- No compliance findings related to El Molino or District printed materials, websites, posting of non-discrimination statements, or other administrative aspects of the CTE program
- No compliance findings related to providing direct services to disabled students, including special education students and student with 504 plans
- No compliance findings related to parking, sidewalks or other physical pathways to CTE classrooms library, cafeteria, main gym area, and gym elevator
- The following corrective actions were identified. These matters are so minor that OEO will allow the District to quickly remedy these items so they are not included in the official visitation report

- Disabled parking at outside basketball court needs Universal Symbol of Accessibility added on the asphalt and on a pole
- Parking space adjacent to track needs Universal Symbol of Accessibility added to the asphalt
- Parking lot nearest to dance building has a parking space that needs to be re-striped
- Reconfigure Health Technicians Office (move bed north and relocate storage container/ drawers) to accommodate 32 inch radius wheelchair access
- Adjust sweep on south side of weight room doors to improve access for disabled persons
- Adjust sweep on administrative building entrance door to provide 7 seconds of opening / closing time
- Provide 32 inch clearance at entrance to private disabled access shower and restroom in Girl's Locker Room
- Provide shower hose with sprayer and wall mount to disabled access shower in Boys' Locker Room shower

District maintenance staff plans to remedy all the corrective actions in a timely manner and communicate their completion to the OEO officer.

I commend Mr. Dunkle for his leadership in the OEO CTE CCR review, all staff and students who participated in the process. In addition, I commend the entire team for delivering a legally compliant CTE program to our West County students.

WEST SONOMA COUNTY UNION HIGH SCHOOL DISTRICT

Date: Friday, May 1, 2014
To: Board of Trustees
From: Keller McDonald, Superintendent
Re: Late Window Transfer Requests

The Late Window for submitting continuing and new intradistrict and interdistrict transfer requests closed on April 30. The District will respond by May 30 to all transfer requests received in the Late Window. Based on continuing and incoming resident students and transfers approved from Transfer Window #1, we anticipate being able to approve all interdistrict transfer requests received during the Late Window. Board policy will be followed in considering intradistrict transfer requests.

**Late Window Interdistrict and Intradistrict Transfer Requests
 March 1 – April 30, 2014**

Late Window Interdistrict Transfer Requests to Analy

New 9th grade - 6
 New 10th grade - 1
 Continuing 10th - 7
 Continuing 11th - 6
 Continuing 12th - 4

Total Late Window Interdistrict Transfer Requests to Analy - 24

Late Window Intradistrict Transfer Requests to Analy from El Molino

New 9th grade - 3 (1 approved, 2 denied)
 Continuing 11th - 1 (approved)

Total Late Window Intradistrict Transfer Requests to Analy from El Molino - 2

(also 2 cancellations of intradistrict transfers approved in Window #1 from El Molino to Analy: 9th -1, 10th -1)

Late Window Interdistrict Transfer Requests to El Molino

New 9th grade - 5 (1 denied)
 Continuing 10th - 3
 Continuing 12th - 2

Total Late Window Interdistrict Transfer Requests to El Molino - 9

Late Window Intradistrict Transfer Requests to El Molino from Analy

New 9th grade - 1 (approved)

Total Late Window Intradistrict Transfers to El Molino: 1