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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 **special** meeting of the Board of Trustees of the
West Sonoma County Union High School District

Tuesday, June 10, 2014
Analy High School Library
6950 Analy Avenue
Sebastopol, CA 95472

5:30 p.m. Open Session

I. PRELIMINARY

- A. CALL TO ORDER – The meeting was called to order at 5:31 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 | |
- C. PLEDGE OF ALLEGIANCE – Matt Dunkle led the Pledge of Allegiance.
- D. APPROVAL OF THE AGENDA – Trustee Landry moved to approve the Agenda. Trustee Walker seconded the motion. Approved by 4 yes, 0 no, 1 absent. Trustee Walker, yes, Trustee Landry, yes, Trustee Twitchell, yes, Trustee Noe, yes, Trustee DeSart, absent.
- E. INPUT FROM THE PUBLIC REGARDING ITEMS NOT ON THE OPEN SESSION AGENDA – Mary Fricker addressed the Board and congratulated the District and the high schools on their rating in Americas Best High Schools.
- F. CONSENT CALENDAR: Trustee Walker moved to approve the Consent Calendar. Trustee Landry seconded the motion. Approved by 4 yes, 0 no, 1 absent. Trustee Walker, yes, Trustee Landry, yes, Trustee Twitchell, yes, Trustee Noe, yes, Trustee DeSart, absent.
1. CONSIDERATION OF APPROVAL OF PROPOSED NEW COURSES
 - MATH I (INTEGRATED COMMON CORE MATH) ANALY, EL MOLINO AND LAGUNA
 - MATH SUPPORT – ANALY AND EL MOLINO
 2. CONSIDERATION OF APPROVAL OF PROPOSED JOB DESCRIPTION FOR WORKABILITY COORDINATOR (CLASSIFIED EMPLOYEE POSITION)

3. CONSIDERATION OF APPROVAL OF DONATION FOR A NEW SCHOLARSHIP TRUST FUND
4. CONSIDERATION OF APPROVAL OF REVISIONS TO WEST SONOMA COUNTY SPECIAL EDUCATION AND SPECIAL SERVICES CONSORTIUM MEMORANDUM OF UNDERSTANDING FOR JULY 1, 2014 THROUGH JUNE 30, 2018
5. CONSIDERATION OF APPROVAL OF SURPLUS PROPERTY DECLARATION OF MAINTENANCE AND OPERATIONS EQUIPMENT

II. DISCUSSION/ACTION ITEMS

- A. REPORT ON DISTRICT ACCOMPLISHMENTS FOR 2013-2014 – Mr. McDonald reviewed the District Accomplishments for 2013-2014.
- B. PRESENTATION OF DRAFT LOCAL CONTROL ACCOUNTABILITY PLAN (LCAP) FOR 2014-2017 – Mr. McDonald reviewed the Draft Local Control Accountability Plan (LACP) for 2014-2017. Mr. McDonald reported this is a daunting task for every school district in California. Mr. McDonald reviewed that Districts are required to engage stakeholders in developing a 3-year Local Control Accountability Plan. The LCAP must describe the goals and actions to achieve those goals for all students and various subgroup of students including English Learners, Foster youth, economically disadvantaged student and significantly large subgroups of students in the district. Mr. McDonald reported that Districts are required to use the specific LCAP template adopted by the State Board of Education. The following items were reviewed:

- Summary of the Local Control Accountability Plan (LCAP)
- Reviewed the template
- Section 1: Stakeholder Engagement
- Section 2: Goals and Progress Indicators
- Section 3: Actions, Services and Expenditures
 - ✓ Table 2a: Conditions of Learning
 - ✓ Conditions of Learning 1 - Facilities Inspection Tool FIT
 - ✓ Conditions of Learning 2 - District Facilities Master Plan
 - ✓ Conditions of Learning 3 - Instructional Materials and Textbooks
 - ✓ Conditions of Learning 4 - Common Core Implementation
 - ✓ Conditions of Learning 5 - Smarter Balanced Assessment results, Goal will be determined in 2015-16 based on spring 2015
 - ✓ Conditions of Learning 6 - Stakeholder input on new courses
 - ✓ Conditions of Learning 7 - % of CTE pathways with multi-course sequences and capstone curriculum (2013-2014), would like to see 100% students finish career ready or college ready pathway
 - ✓ Conditions of Learning 8 – A-G Completion Rate
 - ✓ Conditions of Learning 9 – Job development services

The following discussion took place regarding:

- Explain where the funding numbers are located on the spreadsheet
- Readiness of our teachers at our schools to address STEAM and Farm to Table
- Involve Site Council
- Allocation that will be changing over time
- Mr. Olzman introduced himself as a Co-President of the WSCTA. Mr. Olzman would like to set up a meeting with Mr. McDonald to review the LCAP
- Would like to see this become a useable document, something that is helpful
- Other funding sources

The following items were reviewed:

- ✓ Table 2b: Pupil Outcomes
- ✓ Pupil Outcome 1 – CAHSEE
- ✓ Pupil Outcome 2 – CAHSEE ELA
- ✓ Pupil Outcome 3 - 4 year graduation rate
- ✓ Pupil Outcome 4 - Graduation rates for main subgroup
- ✓ Pupil Outcome 5 - 0% dropout rate at each school

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- ✓ Pupil Outcome 6 - Subgroup dropout rates
- ✓ Pupil Outcome 7 - Smarter Balanced Assessments
- ✓ Pupil Outcome 8 - Annual Academic Performance Index Growth
- ✓ Pupil Outcome 9 - English Learners % Met Annual CELDT Criterion (2013-2014)
- ✓ Pupil Outcome 10 - % Of English Learners Re-designated Fluent English Proficient (2012-2013)
- ✓ Pupil Outcome 11 - % of all grade 11 and 12 students taking Advanced Placement exams

The following discussion took place regarding:

- Success rates once the student is re-designated
- Pressures of taking AP testing
- Engagement

The following items were reviewed:

- ✓ Table 2c: Engagement
- ✓ Engagement 1- Level of satisfaction, parent input
- ✓ Engagement 2 – Attendance Rates
- ✓ Engagement 3 - Suspension and Expulsion Rates
- ✓ Engagement 4 - Student participation in interscholastic and extracurricular activities
- ✓ Engagement 5 – Satisfaction with classroom safety and security
- ✓ Draft recap of supplementary funds

The following discussion took place regarding:

- Keller did a great job with a tedious program
- Include the Education Foundations for both schools and the Analy Band Wagon in the process
- Usable document for the District
- Last minute adjustments by the state in the middle of May
- Appreciate time and energy in the development of the LCAP, appreciate the efforts
- There will be consequences to Districts if they do not meet the goals
- Do not have the AVID program in this district
- Marketing position is in the LCAP and budget

C. PRESENTATION OF THE PROPOSED WEST SONOMA COUNTY UNION HIGH SCHOOL DISTRICT BUDGET FOR 2014-2015 – Ms. Stiles reported on the proposed budget for 2014-2015. The following items were reviewed:

- Multi-Year Planning under LCFF
- Impact of LCFF on WSCUHSD
- LCFF and WSCUHSD
- Multi-Year Projection
- Other Revenue Projections
- Expenditure Projections
- Deficit Spending
- Impact of LCFF
- Next Steps

This item will be brought back on the June 25, 2014 agenda.

D.

6:15 P.M. PUBLIC HEARING REGARDING DRAFT LOCAL CONTROL ACCOUNTABILITY PLAN (LCAP) FOR 2014-2017 – The Public Hearing was opened at 6:15 p.m. No comments were made. The Public Hearing closed at 6:16 p.m.

E.

6:20 P.M. PUBLIC HEARING REGARDING THE WEST SONOMA COUNTY UNION HIGH SCHOOL DISTRICT PROPOSED BUDGET FOR 2014-2015 - The Public Hearing was opened at 6:20 p.m. No comments were made. The Public Hearing closed at 6:21 p.m.

F. CONSIDERATION OF REVISIONS TO DISTRICT FACILITY IMPROVEMENT PROJECT FUNDING AND TIMELINE - Mr. McDonald reported that at the May 7 Board meeting the Board directed District administration to provide more information on how the misunderstandings regarding project budgets occurred and provide recommendations on how to proceed with Measure I funding and projects. Staff reviewed Board meeting agendas and backup information, as well as meeting notes related to Measure I projects from October 2011 through May 2014. Mr. McDonald reviewed the History of Facility Improvement Project Timeline. A discussion took place regarding:

- Obtaining additional funding
- Recommendations on changing timeline
- Need to move forward and need to decide how to go forward
- Restricted Maintenance not an option
- State quit funding deferred maintenance
- Reviewed recommendations
- Found no additional sources of funding
- Summary of Recommended Changes
- Developer fees reviewed every 2 years

Trustee Twitchell reported that she and Trustee Noe met with community foundations regarding funding Performing Arts Centers. Trustee Twitchell and Trustee Noe received interesting feedback. Trustee Twitchell reviewed that a 2 million dollar deficit will be difficult to secure funding. This is a very bad time to look for funding with so much going on in the community and county. This is a huge gap for a school of El Molino's size. The following options were reviewed:

- Speak with architects that specialize in Performing Arts Centers
- Visit sites such as Sonoma Academy
- Are we on the right path for the needs of El Molino
- Think outside the box and create something that will fit the budget and the needs of the students
- Viable options that can meet the budget

The following discussion took place regarding:

- Shift some of the projects to deferred maintenance: in the future if needed they can be moved back into Measure I
- Pull Quattrocchi Kwok Architects off of the Performing Arts Center project. This project needs special attention from a Performing Arts Center specialist.
- Reviewed the amount of money already invested in the Performing Arts Center
 - Conceptual plans \$78K
 - Expended to date \$72K
- Take the El Molino Performing Arts Center off the timeline/table for now. Have Mr. McDonald, staff and committee re-evaluate the design and see what can be built for \$7 million

Trustee Landry moves to approve the Revisions to District Facility Timeline with exception of the Performing Arts Center and directs District Administration to re-scope until administration has had a chance to reexamine. Trustee Landry requested to strike this item.

Trustee Landry moved to approve the Revisions to the District Facility Improvement Project Funding and Timeline with exception of the El Molino Performing Arts Center; and direct staff to reconvene the Performing Arts Center design committee, conduct site visits and draft a Request For Proposal (RFP) for architect services if needed. Trustee Twitchell seconded the motion.

The following discussion took place regarding:

- Mr. McDonald recommends keeping the existing architect on the project
- Allocating additional funds to bring in additional consultants
- Find experts to come in and consult on the project
- Mr. Kwok reported there was a theatrical specialist on the project, he is willing to talk to the specialist to see if they can come and talk directly to the committee and possibly without cost

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- Sonoma Academy has a black box theater which seats 125
- Healdsburg High School is planning a \$9 million dollar project that will seat 400
- Define the exact number of seats needed and come up with a plan to find out what exactly El Molino High School needs in a theater
- A smaller theater could be sufficient
- A larger theater will help attract students and boost enrollment
- Would like to see a change in architect
- Amazed at community support, should be at least 300 seats
- Where students perform makes a difference
- Bring in new ideas
- 4-6 months delay if a change in architecture
- Mr. Kwok reported that QKA can design and build a Performing Arts Center within the budget of \$7 million dollars. Mr. Kwok offered his resignation for the El Molino Performing Arts Center project and will provide a letter of resignation to Mr. McDonald. Mr. Kwok reported that school construction costs are very different than private costs
- Original design for El Molino was a \$9 million dollar stand alone center with 350 seats and green rooms

Approved by 4 yes, 0 no, 1 absent. Trustee Walker, yes, Trustee Landry, yes, Trustee Twitchell, yes, Trustee Noe, yes, Trustee DeSart, absent.

- G. CALIFORNIA CLEAN ENERGY JOBS ACT - PROPOSITION 39 UPDATE – The Board requested this item to be tabled until the June 25 meeting
- H. CONSIDERATION OF RATIFICATION TO ENTER INTO A PARTICIPATION AGREEMENT WITH ENERGIZE SCHOOLS TO ASSIST THE DISTRICT WITH PROPOSITION 39 PLANNING – The Board requested this item to be tabled until the June 25 meeting.
- I. CONSIDERATION OF BID AWARD FOR THE EL MOLINO HIGH SCHOOL IRRIGATION PROJECT – Jennie Bruneman gave a brief update on the Bid Award. The recommendation of the bid award is to Empire Landscaping Inc. of Davis, CA. Trustee Walker moved to approve the Bid Award for the El Molino High School Irrigation Project. Trustee Landry seconded the motion. Approved by 4 yes, 0 no, 1 absent. Trustee Walker, yes, Trustee Landry, yes, Trustee Twitchell, yes, Trustee Noe, yes, Trustee DeSart, absent.
- J. CONSIDERATION OF BID AWARD FOR REPAIR AND RESURFACING OF ANALY HIGH SCHOOL TENNIS COURTS – Jennie Bruneman gave a brief update on Bid Award. The recommendation of the bid award is to First Serve Productions of Danville, CA. Trustee Walker moved to approve the Bid Award for Repair and Resurfacing of Analy High School Tennis Courts. Trustee Landry seconded the motion. Approved by 4 yes, 0 no, 1 absent. Trustee Walker, yes, Trustee Landry, yes, Trustee Twitchell, yes, Trustee Noe, yes, Trustee DeSart, absent.
- K. PRESENTATION OF SCHEMATIC DESIGN FOR ANALY BAND ROOM – Mr. McDonald introduced Quatrocchi Kwok Architects, Steve Kwok and Kevin Chapin. Mr. Chapin reviewed the design for the Analy Band Room the budget and schedule. A discussion took place regarding:
- Geo Tech work has been done
 - The schematic design has been revised three or four times
 - Construction will be able to begin this time next year
 - No expected surprises, DSA is functioning normally
 - If required by DSA a storage room can be used for a second bathroom
- Mr. McDonald thanked Kirk McAfee and Jim Wheaton for their help and ideas in regards to the design of the Analy band room.
- L. CONSIDERATION OF APPROVAL OF DISCLOSURE OF AGREEMENT WITH ADMINISTRATION, MANAGEMENT, AND CONFIDENTIAL EMPLOYEES IN ACCORDANCE WITH ASSEMBLY BILL 1200 – Ms. Stiles reported on the requirements

of the AB 1200 and that the district's Superintendent and Business Manager certify in writing that the costs incurred under a collective bargaining agreement can be met by the district during the term of the agreement. Trustee Landry moved to approve the Disclosure of Agreement with Administration, Management, and Confidential Employees in Accordance with Assembly Bill 1200. Trustee Walker seconded the motion. Approved by 4 yes, 0 no, 1 absent. Trustee Walker, yes, Trustee Landry, yes, Trustee Twitchell, yes, Trustee Noe, yes, Trustee DeSart, absent.

- M. CONSIDERATION OF RATIFICATION TO SUBMIT A GRANT APPLICATION TO COUNTY OF SONOMA DEPARTMENT OF HEALTH SERVICES FOR THE PROCUREMENT AND INSTALLATION OF TWO BOTTLE FILLING/DRINKING FOUNTAIN STATIONS AT ANALY HIGH SCHOOL - Jennie Bruneman reported on the grant application for the drinking fountain stations. Trustee Walker moved to approve the Ratification to Submit a Grant Application to County of Sonoma Department of Health Services for the Procurement and Installation of Two Bottle Filling/Drinking Fountain Stations at Analy High School. Trustee Landry seconded the motion. Approved by 4 yes, 0 no, 1 absent. Trustee Walker, yes, Trustee Landry, yes, Trustee Twitchell, yes, Trustee Noe, yes, Trustee DeSart, absent.
- N. FIRST READING OF PROPOSED NEW JOB DESCRIPTION FOR DISTRICT DATA COORDINATOR – The Board requested this item to be tabled until the June 25 meeting.

III. FUTURE AGENDA ITEMS

- A. CONSIDERATION OF APPROVAL OF THE WEST SONOMA COUNTY UNION HIGH SCHOOL DISTRICT LOCAL CONTROL ACCOUNTABILITY PLAN (LCAP) FOR 2014-15 – JUNE 25, 2014
- B. CONSIDERATION OF APPROVAL OF THE WEST SONOMA COUNTY UNION HIGH SCHOOL DISTRICT BUDGET FOR 2014-15– JUNE 25, 2014
- C. CONSIDERATION OF APPROVAL OF QUARTERLY REPORT FROM THE COUNTY TREASURY - JUNE 25, 2014
- D. CONSIDERATION OF APPROVAL OF RESOLUTION FOR AUTHORIZATION TO MAKE TRANSFERS BETWEEN FUND BALANCES AND EXPENDITURES AT CLOSE OF YEAR PER EDUCATION CODE 42601 – JUNE 25, 2014
- E. CONSIDERATION OF APPROVAL OF JUNE 30, 2014 YEAR END CASH BORROWING FROM OTHER DISTRICT FUNDS OR FUNDS IN THE CUSTODY OF THE SONOMA COUNTY TREASURER – JUNE 25, 2014
- F. CONSIDERATION OF APPROVAL OF RESOLUTION REQUESTING TO BORROW/FUND TRANSFER FROM COUNTY TREASURY FOR 2014-15 – JUNE 25, 2014
- G. PUBLIC HEARING REQUIRED BY CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA) REGARDING DISTRICT FACILITY IMPROVEMENT PROJECTS – JUNE 25, 2014
- H. CONSIDERATION OF RESOLUTION REGARDING CALIFORNIA ENVIRONMENTAL QUALITY ACT REQUIREMENTS FOR ANALY BAND ROOM, EL MOLINO PERFORMING ARTS CENTER, ANALY STADIUM, AND EL MOLINO STADIUM PROJECTS – JUNE 25, 2014
- I. FIRST READING OF RECOMMENDED REVISIONS TO BOARD POLICY 4350 ADMINISTRATIVE SALARY SCHEDULE – JUNE 25, 2014
- J. RESTORATIVE RESOURCES PRESENTATION – SEPTEMBER 10, 2014
- K. STAFF DEVELOPMENT PLAN FOR 2014-15 (INCLUDING TECHNOLOGY TRAININGS)
- L. REVISE DISTRICT INSTRUCTIONAL MATERIALS ADOPTION CALENDAR

IV. **ADJOURNMENT** – The meeting was adjourned at 9:07 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 25th day of June, 2014.

Keller McDonald