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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, September 11, 2013
El Molino High School Library
7050 Covey Road
Forestville, CA 95436

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> |
|--|-------------------------|
| Diane Landry, President | |
| Kellie Noe, Vice-President | |
| Ted Walker, Clerk | |
| | Rebecca DeSart, Trustee |
| Amber Twitchell, Trustee | |
| Keller McDonald, Superintendent | |
| Cameron Keegan, Analy Student Board Representative | |
| Sam Kang, El Molino Student Board Representative | |
| Ire Quinn, 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:
1. CONSIDERATION OF TWO CONFIDENTIAL STUDENT MATTERS
 2. PUBLIC EMPLOYMENT
 - a. Certificated
 - b. Classified
 3. OTHER PUBLIC EMPLOYMENT
 4. PUBLIC EMPLOYEE - DISCIPLINE/DISMISSAL/RELEASE
 5. CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION (Government Code Section 54956.9) OAH Case No. 2013030058

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- E. TOUR EL MOLINO HIGH SCHOOL FACILITY IMPROVEMENTS – The Board toured the El Molino campus.
- F. RECONVENE TO OPEN SESSION – The meeting reconvened to Open Session at 6:02 p.m.
- G. PLEDGE OF ALLEGIANCE - Patty Sullivan led the Pledge of Allegiance.
- H. APPROVAL OF THE AGENDA – Trustee Walker moved to approve the Agenda. Trustee Twitchell seconded the motion. Approved by 4 yes, 0 no, 1 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)

- I. INPUT FROM THE PUBLIC REGARDING ITEMS NOT ON THE OPEN SESSION AGENDA – Ron Wright, President of the El Molino Boosters addressed the Board regarding concerns about intradistrict transfers. Mr. Wright also invited the Board to attend the Homecoming Game on October 11 to kick off the celebration of the 50 year anniversary of El Molino High School.
- J. CONSENT CALENDAR: Trustee Noe moved to approve the Consent Calendar. Trustee Twitchell seconded the motion. Approved by 4 yes, 0 no, 1 absent.
 - 1. CONSIDERATION OF APPROVAL OF THE AUGUST 14, 2013 BOARD MEETING MINUTES
 - 2. CONSIDERATION OF APPROVAL OF OVERNIGHT FIELD TRIP REQUESTS
 - 3. CONSIDERATION OF APPROVAL OF DONATIONS
 - 4. CONSIDERATION OF APPROVAL OF 2013-2014 WARRANT REGISTERS AUGUST 8, 2013 THROUGH SEPTEMBER 4, 2013
 - 5. CONSIDERATION OF APPROVAL OF REVISIONS TO INSTRUCTIONAL ASSISTANT JOB DESCRIPTION
 - 6. CONSIDERATION OF APPROVAL OF REVISIONS TO BAND DIRECTOR JOB DESCRIPTION
 - 7. CONSIDERATION OF APPROVAL OF AGRICULTURAL CAREER TECHNICAL INCENTIVE GRANT APPLICATIONS FOR 2013-14
 - 8. CONSIDERATION OF APPROVAL OF MEMORANDUM OF UNDERSTANDING BETWEEN SONOMA COUNTY SUPERINTENDENT OF SCHOOLS AS THE LOCAL EDUCATIONAL AGENCY FOR THE NORTH COAST BEGINNING TEACHER PROGRAM, PARTICIPATING COUNTY OFFICES OF EDUCATION AND WSCUHSD
 - 9. CONSIDERATION OF APPROVAL OF EMPLOYMENT CONTRACT FOR BEHAVIOR CONSULTING SERVICES BETWEEN WSCUHSD AND PATRICIA LONGAKER
 - 10. CONSIDERATION OF APPROVAL OF DONATION OF STOCK SECURITIES
- K. CLOSED SESSION REPORT
 - 1. ACTION TAKEN

Trustee Walker moved to approve the recommendations of the West Sonoma County Union High School District Appeal Panel in regards to Appeal #1-(13-14) and Appeal #2-(13-14). Trustee Noe seconded the motion. Approved by 4 yes, 0 no, 1 absent.

The Board of Education approved the following certificated employment:

- Dave Casey, AHS 21st Century Math Teacher Leader, effective immediately
- Nelson Rasmusson, LH S 21st Century Math Teacher Leader, effective immediately
- Simon Farmer, LHS Parent Portal Coach, effective immediately
- Carol Klemmer, EMHS Co-Department Chair for Special Education, effectively September 1, 2013
- Doug Thompson, EMHS Co-Department Chair for Special Education, effectively September 1, 2013

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The Board of Education approved the following classified employment:

- Claire Reid, AHS/EMHS Bilingual Paraeducator, .6875 FTE, effective August 26, 2013
- Keith Baker, EMHS Campus Supervisor, .875 FTE, effective September 3, 2013
- Viva Durham, EMHS School Account Clerk, .75 FTE, effective September 9, 2013

The Board of Education approved the following:

- Increase Stevi Carlson, Consortium/District Special Education Data Technician from 4 hours/day to 5 hours/day effective September 16, 2013
- Increase Ann Mansfield, AHS Career Center Coordinator from 4 hours/day to 5.5 hours/day effective September 16, 2013
- The Board of Education accepted the resignation from Betsy Amirkhan, AHS 21st Century Lead Teacher, effective August 13, 2013

II. SPECIAL RECOGNITION

A. INTRODUCTION OF 2013-2014 STUDENT BOARD REPRESENTATIVES

Doria Trombetta introduced Sam Kang, El Molino Student Board Representative. Kent Cromwell introduced Irie Quinn, Laguna Student Board Representative. Chris Heller introduced Cameron Keegan, Analy Student Board Representative.

B. INTRODUCTION OF NEW DISTRICT EMPLOYEES

Doria Trombetta introduced new employee, Ghislaine Gery, El Molino French teacher. Chris Heller, introduced new employees Sara Davis, Analy Math teacher, Maura Duvall, Analy English teacher, and Kelly Stewart, Analy Band Teacher. Shelley Stiles introduced Jeanine Thibeau, District Office Accountant/Analyst.

C. BREAK FOR REFRESHMENTS – The Board invited all to enjoy refreshments provided by the El Molino Culinary Arts Department.

III. COMMUNICATION

A. VERBAL -None

B. WRITTEN –Mr. McDonald received one written email regarding an enrollment study from Mary Fricker, which was sent on to the Board.

IV. REPORTS

A. STUDENT REPRESENTATIVES

Cameron Keegan, Analy Student Representative introduced himself and welcomed the student board members. Mr. Keegan reported that he attended a conference, the California Association of Student Council (CASC) today in Sacramento where he is involved as the Governmental Affairs Director. Mr. Keegan is excited about the next steps for student board representatives and would like to create a better system for the students to have a better voice. He reported that there is work towards a data base for statewide student board members to have access. Mr. Keegan gave an update on the sporting events, the Back to School Dance and the Tiger Transition Program. A club fair will take place tomorrow at lunch time. The Homecoming Game is Friday, October 4 and the Homecoming Dance is Saturday, October 5. Mr. Keegan welcomed everyone to the new school year.

Irie Quinn, Laguna Student Representative introduced himself and thanked the Board for the opportunity to be a student representative. The students are back to school and excited about the beginning of the year. The student counsel is in the process of getting started. Mr. Quinn gave an update on counseling and beginning stages of the girls' circle. Mark Johnson and Debbie Demeduc are busy working with the students. Back to School Day is September 19, 11:30 a.m.-12:30 p.m., all are invited to attend.

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Sam Kang, El Molino High School introduced himself, and reviewed the goals of the leadership class. Mr. Kang reported on the 50th year anniversary of El Molino High School and plans to promote school spirit. The freshman welcome party took place as well as a welcome back rally. The Board is invited to attend the El Molino Homecoming festivities.

B. PRINCIPALS

Doria Trombetta, El Molino Principal reported Back to School Night on September 5 went very well. El Molino teachers were working hard this summer attending 21st Century skills training. Parents are using the Aeries Parent Portal, and the staff is using the Aeries Grade Book. The new classes including Project Make and Digital Marketing are going well. The El Molino web page will be turned over to El Molino and the class will be managing and updating the page. Ms. Trombetta thanked Mary Fricker for editing and proof reading the pages.

Chris Heller, Analy Principal reported that this has been the best opening and start of the school year with the teacher hiring done early. Analy has a new bike rack area, there is a new cement path in front of building and the restroom project is complete. Mr. Heller thanked Chip and Loretta Castleberry for organizing the Alumni Clean-Up Day. Mr. Heller thanked Dan Davis and Rocky Harris for donating their hired labor and to the Sebastopol Fire Department for cleaning the bleachers. Back to School Night on August 29 was successful. Mr. Heller also thanked new band teacher, Kelly Stewart for all her hard work preparing the students to play the National Anthem at the San Francisco Giants game, it was done on very short notice and she did a fabulous job. Mr. Heller reported he is glad to have Staff Development days back. The Homecoming Game is Friday, October 4th the 2nd annual pink out game in support of breast cancer awareness.

Kent Cromwell, Laguna Principal Laguna reported enrollment is at 82 students. The opening of school went really smoothly. Mr. Cromwell is really impressed with the extra credit packets picked by seniors. Laguna has a new teacher, Mr. Simon Farmer who has taken on the environmental science program, and looking at a maker class in the future. Laguna is hopeful that the school garden will get certified to sale produce to other sites. The Rhino report has been taken over by Dale Wiley. The counselors are back in full swing, project success and the girls groups are up and running. The Laguna rummage sale will be in the next 3-4 weeks.

C. ASSOCIATION REPRESENTATIVES

Mark Ballard, CSEA President - No report

Joel Stickel, WSCTA President reported it has been a good start to the school year, with a good number of new hires. The staff has been reviewing and discussing the new Common Core Standards. Many more teachers have adopted the use of the Aeries Grade Book, which the District has provided training. The Association met with administration for class size overage. Mr. Stickel thanked the District for doing a nice job allocating sections. The members are sad to hear about the passing of Susan Devoto.

D. BOARD MEMBERS

A moment of silence in remembrance of retired Board member Susan Devoto.

Trustee Twitchell reported that West County Community Services are having a Welcome Barbeque for Mary Kaye Gerski on Tuesday, September 24, 4-6 p.m.

Trustee DeSart - Absent

Trustee Walker reported he was able to attend athletic events at both schools. Trustee Walker mentioned an email invitation went out for Susan Devoto's special celebration of life. Trustee Walker thanked the Board for supporting the Devoto family during this difficult time. Trustee Noe welcomed everyone back to the school year. Trustee Noe thanked Kent Cromwell for supporting the certification of Farm to School program.

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Trustee Landry reported she was able to attend the El Molino Back to School Night.

E. SUPERINTENDENT

- Mr. McDonald reported he had the opportunity to meet with all three student board representatives, all great students that will embrace the opportunity.
- 2013 Academic Performance Index – Mr. McDonald reviewed the 2013 Growth Academic Performance Index Report. Mr. McDonald highlighted the main points. The District overall broke the 800 mark. Mr. McDonald reported on each sites report. There has been some information that there is a bill moving very quickly onto the Governor’s desk to eliminate STAR test in math and English in 2014, interesting news and will keep the Board informed.
- Enrollment – Mr. McDonald reported as of last Friday, as expected enrollment is higher than the closing enrollment of the year before. Mr. McDonald reported that enrollment is overall funded as a district.
- Site Discipline report follow-up – Mr. McDonald reported the Annual Site Discipline Reports have been examined. The recommendation by administrators is to limit the discipline report to suspensions and expulsions. This item will be brought back to later agenda.
- Community support for pre-school facility – Mr. McDonald reported a significant generous donation made these improvements possible, it was right within the 100k range.
- Pre-School facility improvements – Mr. McDonald reviewed the Pre-School facility improvements.
- Superintendent’s Action Plan for District Goals – Mr. McDonald reported the District adopted 4 main goals this year. Mr. McDonald reviewed the following:
 - Community Involvement
 - Student Wellness
 - College and Career Readiness
 - Enrollment
- Intradistrict transfers approved to take a specific class – Mr. McDonald reported the cutoff date for students to be enrolled in the class they requested for an Intradistrict transfer is this Friday September 13, which is the end of the 4th week of school.

V. DISCUSSION /ACTION ITEMS

- A.

7:20 P.M. PUBLIC HEARING ON SUFFICIENCY OR INSUFFICIENCY OF INSTRUCTIONAL MATERIALS The public hearing was open at 7:20 p.m. and closed at 7:21 p.m.
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- B. CONSIDERATION OF APPROVAL OF RESOLUTION #1.SEPT.2013-14 ON SUFFICIENCY OR INSUFFICIENCY OF INSTRUCTIONAL MATERIALS - Mr. McDonald reviewed the Resolution on Sufficiency or Insufficiency of Instructional Materials. The resolution confirms that there is sufficiency of standards-aligned textbooks and instructional materials in all subject areas in our District schools. Trustee Walker moved to approve Resolution #1.SEPT.2013-14 on Sufficiency or Insufficiency of Instructional Materials. Trustee Noe seconded the motion. Role call vote: Trustee Landry, yes, Trustee Twitchell, yes, Trustee Walker, yes, Trustee Noe, yes. Approved by 4 yes, 0 no, 1 absent.
- C. CONSIDERATION OF APPROVAL OF RESOLUTION #2.SEPT.2013-14 DECLARING SEPTEMBER AS “ATTENDANCE AWARENESS MONTH” - Mr. McDonald reviewed the resolution declaring September as “Attendance Awareness Month” and the importance of regular school attendance. Trustee Noe moved to approve Resolution #2.SEPT.2013-14 Declaring September as “Attendance Awareness Month”. Trustee Twitchell seconded the motion. A discussion took place regarding:
- Every month should be student awareness

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- Share the resolution with our partner districts

Approved by 4 yes, 0 no, 1 absent. Student Advisory vote: Approved by 1 yes, 2 absent.

- D. **CONSIDERATION OF APPOINTMENT TO FILL VACANT POSITION ON MEASURE I CITIZENS' BOND OVERSIGHT COMMITTEE** – Mr. McDonald reviewed the requirements of the vacant position for the Citizens' Bond Oversight Committee. A committee was formed of Trustee Landry, Trustee Walker and Superintendent McDonald to review the applications. Trustee Walker moved to appoint Matthew Klunis to Fill Vacant Position on Measure I Citizens' Bond Oversight Committee. Trustee Twitchell seconded the motion. Approved by 4 yes, 0 no, 1 absent. Student Advisory vote: approved 1 yes, 2 absent.
- E. **CONSIDERATION OF APPROVAL OF 2012-13 UNAUDITED ACTUALS** - Ms. Stiles reported on the 12-13 Unaudited Actuals. Trustee Walker moved to Approve the 2012-13 Unaudited Actuals. Trustee Noe seconded the motion. A brief discussion took place regarding concentration on deficit spending. Approved by 4 yes, 0 no, 1 absent. Student advisory vote: approved by 1 yes, 2 absent.
- F. **CONSIDERATION OF APPROVAL OF MONTHLY BUDGET UPDATE 2013-14** – Ms. Stiles reviewed the Monthly Budget Update for 2013-14. The following items were reviewed:
- General Fund Beginning Fund Balance (Unaudited Actuals)
 - Special Ed Consortium Beginning Fund Balance
 - Total Adjustments July 1 – August 31
 - Adjusted Ending Balance Special Ed Consortium
- Trustee Noe moved to approve the Monthly Budget Update 2013-14. Trustee Twitchell seconded the motion. Approved by 4 yes, 0 no, 1 absent. Student advisory vote: 3 absent.
- F. **CONSIDERATION OF APPROVAL OF PARCEL TAX PLAN FOR 2013-14** – Ms. Stiles reviewed the updated 3-year parcel tax plan. The plan meets the specific purposes and the audit requirements for the 2012 Measure K. The plans purposes were reviewed:
- Keep school libraries open
 - Maintain and improve shop, culinary, technology and other career education classes
 - Maintain and improve art, music and drama classes
 - Maintain and improve the high school's college prep courses; and
 - Maintain student counseling services
- Trustee Noe moved to approve the Parcel Tax Plan for 2013-14. Trustee Walker seconded the motion. A discussion took place regarding to publicize the information where the Parcel Tax money is being spent, let the public know where the funds are going. Approved by 4 yes, 0 no, 1 absent. Student advisory vote: 3 absent.
- H. **FIRST READING OF SPENDING PLAN FOR COMMON CORE STATE STANDARDS SUPPORT FUNDS (2013-14 AND 2014-15)** - Mr. McDonald reported on the movement towards the Common Core State Standards. The following items were reviewed:
- Professional development for certificated and classified employees involved in the direct instruction of pupils using the Common Core State Standards
 - Instructional materials and supplementary instructional materials aligned to the Common Core State Standards (should be Board approved / District adopted)
 - Technology equipment and infrastructure to provide technology-based instruction and to implement computer-based student assessments aligned with Common Core State Standards

Mr. McDonald reported meeting with West Sonoma County Teachers Association representatives to draft a spending plan for Common Core State Standards Support Funds for

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2013-14 and 2014-15. The Board requested this item be brought back to the Consent Calendar in October.

- I. BOND SALES OUTLOOK – Mr. McDonald reviewed the potential changes in property values in West County. Mr. McDonald reviewed the selling of bonds, educating and informing the public if tax rate increased new laws in effect. The following discussion took place regarding:

- New law regarding the sale of Capital Appreciation Bonds
- Raising tax rates
- Message to share with public, raising rates but saving you money
- Decision does not have to be made at this time
- The goal is to fund all district projects
- More concerned about long term endeavors
- Preserve relationship in the community
- Community sees tax increase
- Community conversation, not to lose voter trust

The Board would like input from community regarding this matter.

- J. CONSIDERATION OF REVISIONS TO DISTRICT FACILITY IMPROVEMENT PROJECT TIMELINE - Mr. McDonald reported and reviewed the updated draft for the facility improvement project timeline the recommended deletions are in blue and additions are in red. The following items were reviewed:

- Potable treated water
- Science building upgrade at El Molino
- Restroom projects completed
- Analy clock tower
- Design and rebuild a new press box at Analy on the south bleachers to integrate with future new bleachers, consider allocating some of the funds for that project
- Proposition 39, funding to improve energy efficiency
 - Lighting to lower parking lot to Analy playing fields

A Board discussion took place regarding:

- 4 possible projects can be done with current funding
- Press box
- Save money to do all bleachers at one time
- Donation from Field Goals 175K
- Proposition 39 and new lights for more energy efficiency
- Get the actual bids or estimates on project cost then decide what projects to complete
- Eliminate Proposition 39 from phase 1 and move additional 100k to phase 2
- Direction needed from the Board on band room regarding option 1 or option 2
- Approved to take 100k out of phase 1

The following addressed the Board regarding the bleacher project, safety issues, demolition done by licensed people and the use of volunteers:

- Lorretta Castleberry
- Chip Castleberry
- Jim Barios
- Bob Vangren

Tor Allen addressed the Board regarding the band room

The following discussion took place regarding:

- Request the actual cost of what it would take to demolish bleachers
- The community needs to see progress

Trustee Noe moved to approve Revisions of Facility Improvement Timeline with moving Proposition 39 energy savings to the grand total with option 1 of the band room. Trustee Walker seconded the motion.

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Approved by 4 yes 0 no, 1 absent.

Board discussion:

- Keller and architect and other consultants as needed to discuss actual costs for field project.
- Community has invested in the Analy field project agree to keep the savings to their field goals project
- Superintendent McDonald to meet with Analy Field Goals Committee
- El Molino field lights and parking lot lights for future

Approved by 4 yes 0 no, 1 absent.

- K. CONSIDERATION OF APPROVAL OF MUTUAL AGREEMENT CONTRACT WITH RIVER TO COAST CHILDREN'S SERVICES TO OPERATE A PRE-SCHOOL ON DISTRICT FACILITIES – Mr. McDonald reviewed the contract with River to Coast Children's Services. Trustee Noe moved to approve the Mutual Agreement Contract with River to Coast Children's Services to Operate a Pre-School on District Facilities. Trustee Twitchell seconded the motion. Approved by 4 yes, 0 no, 1 absent.
- L. CONSIDERATION OF APPROVAL OF RESOLUTION #3.SEPT.2013-14 IN THE MATTER OF ADOPTING A GANN LIMIT – Ms. Stiles reviewed the resolution. Trustee Walker moved to approve Resolution #3.SEPT.2013-14 in the Matter of Adopting a Gann Limit. Trustee Twitchell seconded the motion. Approved by 4 yes, 0 no, 1 absent.
- M. CONSIDERATION OF APPROVAL OF RESOLUTION #4.SEPT.2013-14 URGING REFORM OF PROPOSITION 13 – Mr. McDonald reviewed the resolution. Trustee Walker moved to approve Resolution #4.SEPT.2013-14 Urging Reform of Proposition 13. Trustee Noe seconded the motion. Approved by 4 yes, 0 no, 1 absent.

VI. FUTURE AGENDA ITEM

- A. IMPACT OF AB1729 STUDENT DISCIPLINE POLICIES AND PROCEDURES
- B. REVIEW BUS TRANSPORTATION USE AND BUS PASS
- C. CONSIDERATION OR RECOMMENDED REVISIONS TO POLICIES AND REGULATIONS RELATED TO INVOLUNTARY TRANSFER TO CONTINUATION EDUCATION (5144.6)
- D. CONSIDERATION OF APPROVAL OF MEMORANDUM OF UNDERSTANDING BETWEEN WEST SONOMA COUNTY UNION HIGH SCHOOL DISTRICT AND GUERNEVILLE SCHOOL TO PROVIDE .20 MUSIC TEACHER TWICE A WEEK

VII. ADJOURNMENT – The meeting was adjourned at 9:10 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 9th day of October, 2013.

Keller Donald