

WEST SONOMA COUNTY UNION HIGH SCHOOL DISTRICT

TO: Diane Landry, Board President
FROM: Karen Lamb, Executive Secretary
DATE: January 21, 2015
ITEM: **CONSIDERATION OF APPROVAL OF THE DECEMBER 10, 2014
BOARD MEETING MINUTES**

The Board is requested to approve the Board meeting minutes from the December 10, 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, December 10, 2014
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

Present

Kellie Noe, President

Diane Landry, Clerk

Rebecca DeSart, Trustee

Ted Walker, Trustee

Lori Bruhner, Board Member Elect will be participating in Closed Session on a non voting basis (Government Code 54952.1)

David Stecher, Board Member Elect will be participating in Closed Session on a non voting basis (Government Code 54952.1)

Keller McDonald, Superintendent

Lauren Keegan, Analy Student Representative

Grace Kan, El Molino Student Representative

Absent

Amber Twitchell, Vice-President

Reid McDivitt, Laguna Student 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. PUBLIC EMPLOYMENT

a. Certificated

b. Classified

c. Coaches

2. OTHER PUBLIC EMPLOYMENT

3. PUBLIC EMPLOYEE - DISCIPLINE/DISMISSAL/RELEASE

4. 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

- E. RECONVENE TO OPEN SESSION – Reconvened to Open Session at 6:00 p.m.
- F. PLEDGE OF ALLEGIANCE – Lori Bruhner led the Pledge of Allegiance.
- G. APPROVAL OF THE AGENDA – Trustee Landry moved to approve the Agenda. Trustee DeSart seconded the motion. Approved by 4 yes, 0 no, 1 absent. Student Advisory Vote: Approved by 2 yes, 1 absent. Trustee DeSart, yes, Trustee Walker, yes, Trustee Landry, yes, Trustee Twitchell, absent, Trustee Noe, yes.

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 - None
- I. CONSENT CALENDAR: Trustee Walker moved to approve the Consent Calendar. Trustee Landry seconded the motion. Approved by 4 yes, 0 no, 1 absent. Student Advisory Vote: Approved by 2 yes, 1 absent. Trustee DeSart, yes, Trustee Walker, yes, Trustee Landry, yes, Trustee Twitchell, absent, Trustee Noe, yes.
 - 1. CONSIDERATION OF APPROVAL OF THE NOVEMBER 12, 2014 BOARD MEETING MINUTES
 - 2. CONSIDERATION OF APPROVAL OF SUPERINTENDENT’S RATIFICATION OF OVERNIGHT FIELD TRIP REQUEST
 - 3. CONSIDERATION OF APPROVAL OF DONATIONS
 - 4. CONSIDERATION OF APPROVAL OF 2014-15 WARRANT REGISTERS NOVEMBER 6, 2014 THROUGH DECEMBER 3, 2014
 - 5. CONSIDERATION OF APPROVAL OF BOARD CERTIFICATION AND DISTRICT ADOPTION OF STANDARDS-ALIGNED INSTRUCTIONAL MATERIALS FOR ADVANCED PLACEMENT HUMAN GEOGRAPHY (EL MOLINO)
- J. CLOSED SESSION REPORT
 - 1. ACTION TAKEN Trustee Walker moved to approve the Closed Session Report. Trustee DeSart seconded the motion. Approved by 3 yes, 0 no, 2 absent. Trustee Noe, yes, Trustee DeSart, yes, Trustee Walker, yes, Trustee Landry, absent, Trustee Twitchell, absent.

Classified

Jose Cano, AHS/EMHS 1.0 FTE Grounds/Custodian I, effective December 15, 2014

Coaches

= Employment contingent upon fingerprint clearance

** = Pending completion of CIF training

	Analy	Still Need	EI Molino	Still Need
Boys Basketball				
VarsityHead Coach	Brett Page		Ruben Noles	

IV. REPORTS

A. STUDENT REPRESENTATIVES

Lauren Keegan, Analy Student Board Representative reported it has been a very busy month. Analy Choir held a concert last Friday. The annual can food drive has concluded and not sure of the results. This Friday is a talent show. Saturday the Interact Club will wrap presents at the Sebastopol Fire Department and the presents will be delivered by Santa on the fire engine. Students are gearing up for finals. A holiday edition of the Tiger Times is out. Prom discussion is taking place, the venue will be AT&T Park. Leadership is working on Battle of the Fans.

Grace Kan, El Molino Student Board Representative reported Leadership held a Candy Cane Gram fundraiser. The Rally Commissioner is working on a theme of Pack the Gym Night. Last Saturday night, Leadership attended the Parade of Lights in Guerneville.

Reed McDivitt, Laguna Student Board Representative - Absent

B. PRINCIPALS

Matt Dunkle, El Molino Principal reported the students have been engaged in supporting community events during the holiday season. Mr. Dunkle reported that many activities are winding down with great results for the cross country team, girls and boys soccer teams, tennis team, wrestling team and the football team made it to the playoffs. El Molino teacher, Jolene Johnson hosted a 3 night sold out dance showcase. Leadership is busy with community outreach attending Piner Olivet and Guerneville schools. Mr. Dunkle wished everyone a happy and safe holiday season.

Kent Cromwell, Laguna Principal reported seven students will return to Analy and twelve students will be transferring into Laguna. The Model Continuation Committee came to Laguna and had a superb visit. The visiting committee was very impressed with Laguna's programs. Mr. Cromwell reported the water catchment system will be put in place in January and wished it was in place now during this storm; Simon Farmer will be spearheading this project. The Literary Magazine will be ready by the next meeting. The Laguna holiday dinner is next Friday at 11 am, all are invited to attend. Student Board Representative, Reed McDivitt had to step down from the board due to a work conflict. Mr. Cromwell reported he has a new replacement, her name is Isella Schroff.

Chris Heller, Analy Principal reported he attended the theater production, Importance of Being Ernest and the Winter Choir Concert, both were great entertaining shows. The football team made it to the Division 3 finals. Mr. Heller reported being very proud of the fans. Analy student Lily Maxfield signed a letter of intent to UC San Diego. Mr. Heller reported site visits for CTE are taking place. Mr. Heller reported walking the campus with members of the DROPS program. Staff has been busy on staff development Tuesdays working on the WASC report. Thursday at noon the annual holiday luncheon will take place and the Board is invited. Mr. Heller wished everyone Happy Holidays.

C. ASSOCIATION REPRESENTATIVES

Mark Ballard, CSEA President

Bill Olzman, WSCTA President welcomed the new board members. Mr. Olzman reported he has many concerns regarding the budget. The following items were reported:

- Teachers volunteer for extra work all the time
- Ability to attract younger and the smartest teachers
- Communication is key
- Proud of teachers in the District
- Willingness to work collaboratively
- Association has been represented by less zealous representation, now we will see a more zealous representation
- Teachers volunteer and compensation should be initiated by the District

Minutes – December 10, 2014 – Page 5

- Teachers volunteer and compensation should be initiated by the District
- Important year for negotiations
- Not feeling collaboration in return
- Penny wise and pound foolish won't help anybody
- Compensate teachers, this is the year to reward our teachers

D. BOARD MEMBERS

Trustee Stecher thanked the community members that voted for him, he is pleased to be serving.

Trustee Bruhner thanked everyone for their support and is excited to serve on the Board to help make the best decisions for the best education for our students. Trustee Bruhner wished everyone Happy Holidays.

Trustee Walker welcomed Trustee Stecher and Trustee Bruhner. Trustee Walker reported he was able to attend the drama production at Analy and the El Molino dance performance. Trustee Walker wished everyone Happy Holidays.

Trustee Landry reported she is very grateful to be working with such great people in this District. Trustee Landry was able to attend the dance performance at El Molino and she is looking forward to the El Molino Band Concert.

Trustee Noe congratulated Trustee Stecher and Trustee Bruhner. She is looking forward to working with the new trustees. Trustee Noe thanked the community for the support and she enjoys being able to give back to the community.

E. SUPERINTENDENT

- New law allows alcohol to be served on public school facilities under limited conditions – Mr. McDonald reported state legislature passed a law that allows school district events to serve alcohol; without students present at these events. The event will be issued a temporary permit to serve alcohol. Mr. McDonald informally polled other Superintendents in the county and several districts are interested in the idea, the possibility of joint use facility is interesting.
- Further study of West County middle school concept – Mr. McDonald reported several years ago before the Local Control Funding Formula the Sonoma County Office of Education conducted a study on behalf of our district, Guerneville and Forestville in an effort to bring students together for electives and counseling programs. The District held a joint board meeting with other districts and eventually put the idea on the shelf. The county office is paying a consultant to reexamine the idea under the current terms. Guerneville, Forestville, and West County will look at possibilities of the concept. This will not take place in the fall of 2015, if it is to happen it would be at least a year down the road.
- DROPS grant – Mr. McDonald reported on Drought, Response Outreach Programs for Schools, this is a grant offered by the California Water Board. There is grant money available for schools and districts to apply for facilities. There is a group in Sonoma County, The Russian River Keepers, the county office; they have offered to provide a grant writer.
- Process for filling vacancy on Citizens' Bond Oversight Committee – Mr. McDonald reported the committee had one vacancy until tonight. Since one of the committee members has been elected to the West Sonoma County Union High School District Board, there is a need to fill 2 open positions on the committee. The next meeting is scheduled for January.
- Anticipated arrival of the storm and school closures: Many schools are cancelled for tomorrow. We are watching conditions closely and will make a decision in a timely manner so we can contact all parents/students and staff as needed. Forty districts in the county will make their own decision if they will be closing school. For updated information tune in to the radio for school closure information.

V. REORGANIZATION OF THE BOARD

- A. **ELECTION OF BOARD OFFICERS** – The Board will elect a President, Vice-President and Clerk for 2015 – Trustee Noe nominated Trustee Landry for President. Trustee Stecher seconded the motion. Trustee Landry accepted the nomination. Approved by 5 yes, 0 no. Student Advisory Vote: Approved by 2 yes, 1 absent. Trustee Bruhner, yes, Trustee Walker, yes, Trustee Landry, yes, Trustee Stecher, yes, Trustee Noe, yes. Trustee Bruhner nominated Trustee Noe as Vice President. Trustee Landry seconded the motion. Trustee Noe accepted the nomination. Approved by 5 yes, 0 no. Student Advisory Vote: Approved by 2 yes, 1 absent. Trustee Bruhner, yes, Trustee Walker, yes, Trustee Landry, yes, Trustee Stecher, yes, Trustee Noe, yes. Trustee Landry nominated Trustee Bruhner as Clerk. Trustee Stecher seconded the motion. Trustee Bruhner accepted the nomination. Approved by 5 yes, 0 no. Student Advisory Vote: Approved by 2 yes, 1 absent. Trustee Bruhner, yes, Trustee Walker, yes, Trustee Landry, yes, Trustee Stecher, yes, Trustee Noe, yes. A comment was made that it would be good to switch up the Trustees serving as President and Vice-President in future years.
- B. **ADOPTION OF BOARD MEETING CALENDAR FOR 2015** - A brief discussion took place regarding the calendar options. Trustee Walker moved to approve Draft C for the Board Meeting Calendar for 2015. Trustee Bruhner seconded the motion. Approved by 5 yes, 0 no. Student Advisory Vote: Approved by 2 yes, 1 absent. Trustee Bruhner, yes, Trustee Walker, yes, Trustee Landry, yes, Trustee Stecher, yes, Trustee Noe, yes.
- C. **SELECTION OF VOTING REPRESENTATIVE AND ALTERNATE FOR PROCESS OF FILLING VACANCIES ON THE SONOMA COUNTY COMMITTEE ON SCHOOL DISTRICT ORGANIZATION** - A brief discussion regarding the responsibilities of the representative took place. Trustee Bruhner volunteered to be the Voting Representative and Trustee Stecher volunteered to be the Alternate Voting Representative. Trustee Walker moved to approve the Voting Representative and the Alternative for Process of Filling Vacancies on the Sonoma County Committee on School. Trustee Noe seconded the motion. Approved by 5 yes, 0 no. Student Advisory Vote: Approved by 2 yes, 1 absent. Trustee Bruhner, yes, Trustee Walker, yes, Trustee Landry, yes, Trustee Stecher, yes, Trustee Noe, yes.

VI. DISCUSSION /ACTION

- A. **CONSIDERATION OF APPROVAL OF DISTRICT'S INITIAL PROPOSAL FOR CONTRACT NEGOTIATIONS WITH CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION (CSEA) FOR 2014-2015** – Mia Del Prete reported on the districts initial proposal. The items reviewed, Article 1, Introductory Provisions, Article 5, Health and Welfare Benefits, Article 21, Negotiations, Appendix A, Bargaining Unit Classes. Trustee Noe moved to Approve the District's Initial Proposal for Contract Negotiations with California School Employees Association (CSEA) for 2014-2015. Trustee Stecher seconded the motion. Approved by 5 yes, 0 no. Student Advisory Vote: Approved by 2 yes, 1 absent. Trustee Bruhner, yes, Trustee Walker, yes, Trustee Landry, yes, Trustee Stecher, yes, Trustee Noe, yes.
- B. **CONSIDERATION OF APPROVAL OF ANALY STADIUM AND EL MOLINO STADIUM PROJECT DESIGNS AND PERMISSION TO SUBMIT DESIGNS TO DIVISION OF STATE ARCHITECT** – Keller McDonald introduced Steve Kwok and Don Manthy of Quattrocchi Kwok Architects. Mr. Kwok welcomed Trustee Stecher and Trustee Bruhner to the Board. Mr. Kwok reported the estimates are looking good and the plans are on schedule to submit to DSA in time for the summer construction season. Trustee Walker moved to approve the Analy Stadium and El Molino Stadium Project Designs and Permission to Submit Designs to Division of State Architect. Trustee Noe seconded the motion. A discussion took place regarding the following items:
- Handicap spaces at Analy
 - Fall sports season, what will happen once constructions starts?
 - Timeline not yet developed, if under construction fall sports will have to be moved or played at another home stadium or played away for the season
 - Drainage needs

Minutes – December 10, 2014 – Page 7

Approved by 5 yes, 0 no. Student Advisory Vote: Approved by 2 yes, 1 absent. Trustee Bruhner, yes, Trustee Walker, yes, Trustee Landry, yes, Trustee Stecher, yes, Trustee Noe, yes.

- C. REPORT ON PROGRESS TOWARD DISTRICT GOALS (INCLUDING BOOSTING ENROLLMENT, MARKETING AND OUTREACH) - Keller McDonald reported on the progress of the District goals and reviewed the summary of the goals that the Board set for the district this year. The following items were reviewed:

- Drop in enrollment district wide
- Interdistrict transfers dropped by at least 50
- Hired outreach consultant
- Broad spectrum of efforts to increase enrollment

The following items were reviewed:

- ✓ Increase Student Enrollment
- ✓ Student Achievement
- ✓ Community Engagement
- ✓ Curriculum Instruction and Assessment
- ✓ Student Support – Restorative Justice program very well received
- DROPS grant would be another partnership
- Tomorrow's Leaders Today, great program for student who may need direction, principals will meet this Friday
- Student achievement and eliminating gap percentages of graduation rate

- D. CONSIDERATION OF APPROVAL OF MONTHLY BUDGET UPDATE FOR 2014-15 – Shelley Stiles reviewed the monthly budget update for 2014-15. Trustee Bruhner moved to approve the Monthly Budget Update for 2014-15. Trustee Stecher seconded the motion. Approved by 5 yes, 0 no. Student Advisory Vote: Approved by 2 yes, 1 absent. Trustee Bruhner, yes, Trustee Walker, yes, Trustee Landry, yes, Trustee Stecher, yes, Trustee Noe, yes.

- E. CONSIDERATION OF APPROVAL OF 2014-15 FIRST INTERIM BUDGET REPORT - Shelley Stiles reported on the following items:

- 2014-15 First Interim Report
- Multi-Year Planning under LCFF
- Impact of LCFF on WSCUHSD
- LCFF Revenue Estimates
- Multi-Year Funding per ADA
- Other Revenue
- Expenditures
- MYP Summary
- MYP Transportation
- Deficit Spending
- Impact of LCFF
- Next Steps

The following discussion took place regarding:

- Governors rainy day fund
- 2nd interim in March
- Revenue based on ADA
- The Association will be talking with the Superintendent about contributions

Trustee Noe moved to approve the 2014-15 First Interim Budget Report. Trustee Walker seconded the motion. Approved by 5 yes, 0 no. Student Advisory Vote: Approved by 2 yes, 1 absent. Trustee Bruhner, yes, Trustee Walker, yes, Trustee Landry, yes, Trustee Stecher, yes, Trustee Noe, yes.

- F. CONSIDERATION OF APPROVAL OF THE 2013-14 ANNUAL AUDIT REPORT - Shelley Stiles reported on the 2013-14 Annual Audit Report. Trustee Stecher moved to approve the 2013-14 Annual Audit Report. Trustee Noe seconded the motion. Approved by 5yes, 0 no. Student Advisory Vote: Approved by 2 yes, 1 absent. Trustee Bruhner, yes, Trustee Walker, yes, Trustee Landry, yes, Trustee Stecher, yes, Trustee Noe, yes.

Minutes – December 10, 2014 – Page 8

- G. CONSIDERATION OF APPROVAL OF 2013-14 PARCEL TAX AUDIT REPORT - Shelley Stiles reported on the 2013-14 Parcel Tax Audit Report. Trustee Noe moved to approve the 2013-14 Parcel Tax Audit Report. Trustee Walker seconded the motion. Approved by 5 yes, 0 no. Student Advisory Vote: Approved by 2 yes, 1 absent. Trustee Bruhner, yes, Trustee Walker, yes, Trustee Landry, yes, Trustee Stecher, yes, Trustee Noe, yes.
- H. CONSIDERATION OF APPROVAL OF THE 2013-14 MEASURE I BOND FUND AUDIT – REPORT - Shelley Stiles reported on the 2013-14 Measure I Bond Fund Audit. Trustee Stecher moved to approve the 2013-14 Measure I Bond Fund Audit Report. Trustee Noe seconded the motion. Approved by 5 yes, 0 no. Student Advisory Vote: Approved by 2 yes, 1 absent. Trustee Bruhner, yes, Trustee Walker, yes, Trustee Landry, yes, Trustee Stecher, yes, Trustee Noe, yes.
- I. CONSIDERATION OF NOMINATION OF SCHOOL DISTRICT TRUSTEE FROM CSBA SUBREGION 3-A (SONOMA COUNTY) FOR CSBA DELEGATE ASSEMBLY – Mr. McDonald reported if the Board has a nomination for this item then it can be discussed if not then there will not be any action. No motion was made, no action necessary.
- J. FIRST READING OF REVIEW OF BOARD POLICY 5117 AND RECOMMENDED REVISIONS TO ADMINISTRATIVE REGULATION 5117 INTERDISTRICT TRANSFER AGREEMENTS TO INCORPORATE EMPLOYMENT-RELATED TRANSFERS – Mr. McDonald reviewed the recommended change. The Board requested this item be brought back to the Consent Calendar in January.

VII. FUTURE AGENDA ITEM

- A. APPOINTMENT TO FILL CITIZENS’ BOND OVERSIGHT COMMITTEE VACANCIES - JANUARY
- B. INITIATE PROCEDURES FOR ISSUING NEXT SERIES OF CONSTRUCTION BONDS - JANUARY
- C. ANALY AND EL MOLINO STADIUM PROJECT CONSTRUCTION TIMELINES AND COST ESTIMATES - FEBRUARY
- D. STUDENT REPORT ON ANALY SOLAR PANEL PRODUCTION
- E. REVISE DISTRICT INSTRUCTIONAL MATERIALS ADOPTION CALENDAR

VIII. ADJOURNMENT - The meeting was adjourned at 8:50 p.m.

WEST SONOMA COUNTY UNION HIGH SCHOOL DISTRICT

DISTRICT GOALS for 2014-2015

Approved by Board of Trustees on May 7, 2014

Enrollment

Increase District enrollment from 2013-14

- Implement the strategies to boost District enrollment recommended in April 2014 by the District Enrollment Strategies Committee, evaluate their effectiveness and determine next steps to boost enrollment for coming three years
 - 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 in one or more schools, as appropriate
 - a Farm-to-Table curriculum in one or more schools, as appropriate
 - Allocate resources to expand, coordinate, and evaluate marketing; including outreach to 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
- Implement additional strategies to boost District enrollment, evaluate their effectiveness and determine next steps to boost enrollment for coming three years
- Widely communicate to District stakeholders all work associated with increasing District enrollment

Student Achievement

Use the Local Control Accountability Plan (LCAP) to improve student achievement and overall success of the District

- With input from all key stakeholders, effectively implement, evaluate and revise (as needed) the stakeholder engagement plan
- With input from all key stakeholders, identify specific measures to evaluate achievement of economically disadvantaged, English learners, Foster youth, Hispanic students, and other subgroups of significant size in the eight priority areas in the District LCAP

Community Engagement

Build involvement of the Hispanic community in school programs and activities to widely benefit all

- Host family events at partner middle schools to provide information and support for future students in our District graduating from high school career and college ready

Minutes – December 10, 2014 – Page 10

- Collaborate with other agencies and organizations to focus additional community resources to support this goal. For example
 - Public libraries for adult literacy programs
 - SRJC for high school level and college level adult education classes
 - Community Clinics for health programs for students and families
 - Businesses and West County Community Services for youth employment
 - Health Action Chapters for community health

Curriculum, Instruction and Assessment

Implement curriculum, instruction and assessment aligned with the Common Core State Standards in grades K-12 across West Sonoma County

- Continue work from 2013-2014 to lead and support professional development and other efforts to coordinate a West County Grade 6-12 Common Core math program
- Lead and support professional development and other efforts to coordinate a West County Grade 6-12 Common Core English Language Arts program
- Plan, provide, measure, and evaluate professional development and other resources to increase use of technology to deliver effective instruction

Student Support

Using available resources, increase measures of student engagement (e.g. student attendance, credit accumulation and California Healthy Kids Survey)

- At Laguna High School, pilot a restorative justice approach, evaluate the program and determine next steps for the following school year
- Expand opportunities for leadership development and community involvement. For example
 - Tomorrow's Leaders Today
 - Health Action Councils

DISTRICT GOALS – Board approved May 7, 2014

WEST SONOMA COUNTY UNION HIGH SCHOOL DISTRICT

TO: Diane Landry, Board President
FROM: Karen Lamb, Executive Secretary
DATE: January 21, 2015
ITEM: **CONSIDERATION OF APPROVAL OF OVERNIGHT FIELD TRIP REQUESTS**

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

Six Analy High School students will travel to McClellan to participate in a Wrestling Tournament on January 22-24, 2015. The students will be driven by Bill Borges, an approved volunteer driver. The students will be chaperoned by Bill Borges, an approved overnight chaperone. The students and chaperones will stay at the Crown Plaza in Sacramento.

Eleven Analy High School students will travel to Monterey to participate in a FFA Conference on January 23-24, 2015. The students will be driven by Sadie DeMarta and Ryan DeMarta, both are approved volunteer drivers. The students will be chaperoned by Sadie DeMarta and Ryan DeMarta, both are approved overnight chaperones. The students and chaperones will stay at the Monterey Hilton.

Four El Molino High School students will travel to Chico State University to participate in the NorCal Honor Choir on February 5-8, 2015. The students will be driven by Beth Ann Turner, an approved volunteer drivers. The students will be chaperoned by Beth Ann Turner, an approved overnight chaperone. The students and chaperone will stay at the Quality Inn.

Nine Analy High School students will travel to Folsom to participate in the Lenaea Theatre Festival on February 6-8, 2015. The students will be driven by Starr Hergenrather and Wendy Ellyn, both are approved volunteer drivers. The students will be chaperoned by Starr Hergenrather an approved overnight chaperone. The students and chaperone will stay at the Marriott Residence and Suites in Folsom.

Eight Analy High School students will travel to Stanford University to participate in a Debate Competition on February 7-9, 2015. The students will be driven by Tricia Maxson and Alta Kavanaugh, both are approved volunteer drivers. The students will be chaperoned by Tricia Maxson and Alta Kavanaugh, both are approved overnight chaperones. The students and chaperones will stay at the Marriott Hotel in Santa Clara.

Five Analy High School students will travel to Chico State University to participate in a Parli-Pro Competition on February 13-14, 2015. The students will be driven by Sadie DeMarta an approved volunteer driver. The students will be chaperoned by Sadie DeMarta an approved overnight chaperone. The students and chaperone will stay at the Holiday Inn in Chico.

RECOMMENDATION:

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

ATTACHMENTS:

No

WEST SONOMA COUNTY UNION HIGH SCHOOL DISTRICT

TO: Diane Landry, Board President

FROM: Karen Lamb, Executive Secretary

DATE: January 21, 2015

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

Nine El Molino High School students traveled to San Joaquin Delta College to participate in the Bear Creek Wrestling Tournament on December 11-13, 2014. The students traveled by rental van driven by Bill Borges, an approved volunteer driver. The students were chaperoned by Bill Borges an approved overnight chaperone. The students and chaperone stayed at the Holiday Inn & Suites in Manteca.

Ten El Molino High School students traveled to Oakland to participate in a Basketball Tournament on December 19-20, 2014. The students traveled by their individual parent transporting to and from the event. The students were chaperoned by Ruben Noles, an approved overnight chaperone. The students and chaperone stayed at the Continental Lodge in Oakland.

Eighteen El Molino High School students traveled to Folsom High School to participate in a Wrestling Tournament on December 19-20, 2014. The students traveled by rental vans driven by Bill Borges and Randy Saxe, both are approved volunteer drivers. The students were chaperoned by Bill Borges and Jim Smithers, both are approved overnight chaperones. The students and chaperones stayed at the Holiday Inn Express in El Dorado Hills.

The opportunity for the students to participate in these activities came after the Board meeting in December; 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: Diane Landry, Board President
FROM: Karen Lamb, Executive Secretary
DATE: January 21, 2015
ITEM: **CONSIDERATION OF APPROVAL OF DONATIONS**

The Board of Education is requested to approve the following donations:

- The Service Station printed and donated dance posters advertising the El Molino High School Dance Showcase.
- Moustache Baked Goods donated three dozen gourmet cupcakes to El Molino High School for the Winter Dance Showcase.

RECOMMENDATION:

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

ATTACHMENT:

No

WEST SONOMA COUNTY UNION HIGH SCHOOL DISTRICT

TO: Diane Landry, Board President

FROM: Shelley Stiles, Business Manager

DATE: January 21, 2015

ITEM: **CONSIDERATION OF APPROVAL OF WARRANT REGISTERS
DECEMBER 4, 2014 THROUGH JANUARY 14, 2015**

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 of December 4, 2014 through January 14, 2015 under separate cover for review.

RECOMMENDATION:

The administration respectfully requests that the School Board approve the payment of warrants for of December 4, 2014 through January 14, 2015 under separate cover for review.

ATTACHMENTS:

No

I.I.6./JAN.15

WEST SONOMA COUNTY UNION HIGH SCHOOL DISTRICT

TO: Diane Landry, Board President

FROM: Keller McDonald, Superintendent

DATE: January 21, 2015

ITEM: **CONSIDERATION OF APPROVAL OF REVIEW OF BOARD POLICY 5117 AND REVISIONS TO ADMINISTRATIVE REGULATION 5117 INTERDISTRICT TRANSFER AGREEMENTS TO INCORPORATE EMPLOYMENT-RELATED TRANSFERS**

BACKGROUND INFORMATION:

At the Board meetings in October, November and December, the Board discussed the District's practice of granting employment-related transfers to parents or guardians employed in West County. Education Code 48204 allows a school district to grant employment-related transfers under specific conditions. However, employment is not specified in District regulations as a means of establishing residency. The employment-related transfer form used by WSCUHSD, which was developed by the Sonoma County Office of Education, does not ask parents/guardians to disclose whether the student qualifies for special services that could generate increased costs to the District. Nor does the form ask parents/guardians to disclose whether disciplinary action is in place or pending for the student in the district of residence.

At the December meeting, the Board had a first reading of a proposed revision to Administrative Regulation 5117 which adds, "when the parent/guardian is employed in district boundaries at least ten (10) hours per week during the school year" as a valid reason for approving an interdistrict transfer request.

CURRENT CONSIDERATION:

At this time, the Board will consider approving the Board's review of Board Policy 5117 and approving the recommended revision to Administrative Regulation 5117 regarding Interdistrict Transfer Agreements.

RECOMMENDATIONS:

Administration recommends the Board approve its review of current Board Policy 5117 and update the review date with no other changes. Administration recommends the Board approve the revision to Administrative Regulation 5117 Interdistrict Transfer Agreements, as noted in the attachment.

ATTACHMENTS:

Board Policy 5117
Administrative Regulation 5117

Students

INTERDISTRICT ATTENDANCE

The Governing Board recognizes that students who reside in one district may choose to attend a school in another district and that such choices are made for a variety of reasons.

(cf. 5116.1 - Intradistrict Open Enrollment)

The Governing Board desires to communicate with parents/guardians and students regarding the educational programs and services that are available in the district.

Upon request by students' parents/guardians, the Superintendent or designee may approve interdistrict attendance agreements with other districts on a case-by-case basis to meet individual student needs.

The Superintendent or designee shall ensure that the District has entered into an Interdistrict Attendance Agreement with the other school district, which specifies the terms and conditions agreed to by both districts for the granting, denial or revocation of the permit. The interdistrict attendance agreement shall not exceed a term of one academic year and students shall be required to reapply annually.

The Superintendent or designee may deny applications for interdistrict transfers because of overcrowding within district schools or limited district resources.

Legal Reference:

EDUCATION CODE

- 46600-46611 Interdistrict attendance agreements
- 48204 Residency requirements for school attendance
- 48300-48315 Student attendance alternatives
- 48915 Expulsion; particular circumstances
- 48915.1 Expelled individuals: enrollment in another district
- 48918 Rules governing expulsion procedures
- 48980 Notice at beginning of term
- 52317 ROP, enrollment of students, interdistrict attendance

GOVERNMENT CODE

6250-6270 Public Records Act

ATTORNEY GENERAL OPINIONS

- 87 Ops.Cal.Atty.Gen. 132 (2004)
- 84 Ops.Cal.Atty.Gen. 198 (2001)

COURT DECISIONS

Crawford v. Huntington Beach Union High School District, (2002) 98 Cal.App.4th 1275

Management Resources:

WEB SITES

California Department of Education: <http://www.cde.ca.gov>

CSBA: <http://www.csba.org>

(10/93 2/95) 7/04

Adopted: August 24, 1993
Revised: 1/12/95; 2/21/95;
11/12/98; 11/8/01; 1/18/06; 4/11/12

Reviewed:

WEST SONOMA COUNTY UHSD
Sebastopol, California

Students

INTERDISTRICT ATTENDANCE AGREEMENTS

Compulsory Education In District Of Residence Exemption

All children governed by the compulsory education statutes of the state of California must attend school in the district in which they reside except for those legally exempted by the Education Code. Interdistrict attendance agreements are one source of legal exemption and may be requested by parents/guardians in order to permit their children to attend a school outside of their district of residence.

Interdistrict Attendance Agreements/Approval Process

1. The District shall communicate to the public and follow a District-adopted process and timeline for accepting and responding to interdistrict transfer applications.
2. All interdistrict attendance agreements must be approved first by the district of residence and are not valid until subsequently approved by the district of desired attendance.
3. No action will be taken on an incoming interdistrict attendance agreement by the district representative unless such request has been approved and signed by a representative of the district of residence and both districts have been provided with all information pertinent to the transfer.
4. Subject to applicable State and Federal laws, all interdistrict attendance agreements, which are approved, shall be for a maximum of one academic year (or the remainder of one academic year if the application is made and approved after the beginning of the school year).
5. Approvals of incoming interdistrict attendance agreements are valid only for the school specified and are not valid for attendance at another district school.
6. All interdistrict transfers for the following year, complete with approval of the district of residence, must be submitted to the district by the last day of the preceding school year according to the District-adopted timeline, for accepting and responding to interdistrict transfer applications, attached hereto as Exhibit 1 and Exhibit 2. The Superintendent or designee shall notify the parents/guardians within 30 calendar days of the date applications are due, in accordance with the District's interdistrict transfer application timeline, as to whether the request is approved or denied and if denied, the process for appeal to the County Board of Education as specified in Education Code 46601.
7. If a parent or legal guardian makes an interdistrict transfer request not later than 30 calendar days prior to the start of the school year, and the District fails or refuses to approve the transfer request, the Superintendent or designee must inform the parent or legal guardian within 14 calendar days after the start of the new school year of their right to an appeal to the County Board of Education as specified in Education Code 46601.

Administrative Regulation 5117(b)

Criteria For Approval

The Superintendent or designee may approve interdistrict attendance agreements for the following reasons:

1. To provide a student who has been the victim of bullying as defined in Education Code Section 48900(r) with an alternative educational environment.

Parents/guardians may request an interdistrict transfer based on the student being a victim of bullying. Any such requests will be treated by staff as confidential. In making the request, parent/guardian should provide any of the following:

- a) The name of an administrator or teacher in the district of residence who has information concerning the student;
- b) A letter from the district of residence site administrator regarding the student's having been a victim of bullying;
- c) Other documentation or affidavit from parent.

Any interdistrict request of this type will receive priority both in how quickly the request is acted upon and in weighing it among other transfer requests. This request may be made at any point during the school year.

2. Consideration of child care needs. Such students may be allowed to continue to attend district schools only as long as they continue to use a child care provider within district boundaries.
3. *When the parent/guardian is employed in district boundaries at least ten (10) hours per week during the school year.*
4. Mental or physical health and/or safety or other needs of the student as verified by a physician, psychologist, school counselor, Child Protective Services, the Student Attendance Review Board, the juvenile justice/probation department or other official child care custodian or authority.
5. When a student has a sibling(s) attending school in the receiving district, to avoid splitting the family's attendance.
6. Completion of a final term/year when the family has moved to another district after the year has begun.
7. Continuity of the student's educational program (for students previously enrolled in our district).
8. When the parent/guardian provides written evidence that the family will be moving to the district in the immediate future and would like the student to start the year in the district.
9. When there is a valid interest in a particular educational program not offered in the district of residence.
10. To provide a change in school environment for reasons of personal and social adjustments.
11. Educational benefit to the student that does not cause a negative effect on other district students.

Interdistrict attendance agreements or applications shall not be required for students enrolling in a regional occupational center or program (Educational Code 52317).

Administrative Regulation 5117(c)

Criteria For Denial/Revocation

The Superintendent or designee may deny initial requests for interdistrict attendance agreements if school facilities are overcrowded at the relevant grade level or based on other considerations that are not arbitrary, i.e. lack of appropriate program, financial hardship. However, once a student is admitted, the district may not deny him/her continued attendance because of overcrowded facilities at the relevant grade level.

The Superintendent or designee may revoke an interdistrict attendance agreement for the following reasons:

1. Negative impact on other students and/or the educational program, e.g., discipline problems, failing to maintain a 2.0 GPA, behavior issues, or, truancy problems.
2. Misinformation or omission of pertinent educational or discipline data, and/or falsification of residency or other pertinent information on the interdistrict attendance agreement form or other pertinent documents.

Transportation

Transportation shall not be provided for students attending the district on an interdistrict attendance agreement.

Appeal of Denial of Transfer

According to the District-adopted timeline for the District to reply to transfer requests attached hereto as Exhibit 1 and Exhibit 2, the Superintendent or designee shall notify the parents/guardians of a student who is denied interdistrict attendance regarding the process for appeal to the County Board of Education as specified in Education Code 46601.

Provisional Attendance During Appeal To The Sonoma County Board Of Education
Pursuant to Education Code 46603, the Board at their sole discretion may approve provisional attendance for a student with an interdistrict attendance agreement approved by his/her district of residence while he/she is awaiting a decision on an appeal to the Sonoma County Board of Education for a period not to exceed two school months.

Admission After Successful Appeal

If the District Governing Board or the Sonoma County Board of Education determines that the student should be permitted to attend the requested district, the student shall be admitted to the district without delay. Determination of which school the student will be assigned to attend shall be made by the Superintendent or designee based on the educational needs of the student and the impact of the student's enrollment on the school.

Continuing Attendance

Parents/guardians of students attending the District on an interdistrict attendance agreement must submit a reapplication request for the subsequent year (which has been approved by the district of residence) no later than the last day of the preceding school year according to the District-adopted timeline.

Administrative Regulation 5117(d)

Maintenance Of Interdistrict Transfer Agreement

Once the interdistrict transfer agreement is approved, the following guidelines must be followed to maintain attendance as requested:

1. The student must reapply once every year, in accordance with the District-adopted timeline.
2. The student is expected to maintain satisfactory attendance, behavior, and achievement (2.0 GPA).
3. Any suspendable offense, student behavior referral, class cutting, academic deficiency, or truancy notice may cause the interdistrict transfer to be revoked **immediately**.
4. Students may be subject to transfer to another class/school on a space available basis.
5. Student and parent/guardian must sign the "Interdistrict Contract" form and return the signed form to the district office before the student starts attending school in the district.

Approved: November 12, 1998
Revised: 11/8/01; 1/18/06, 2/25/09; 4/11/12;
9/12/12, 12/11/13

WEST SONOMA COUNTY UHSD
Sebastopol, California

WEST SONOMA COUNTY UNION HIGH SCHOOL DISTRICT

TO: Diane Landry, Board President

FROM: Jennie Bruneman, Director of Maintenance and Operations

DATE: January 21, 2015

ITEM: **CONSIDERATION OF APPROVAL OF SURPLUS PROPERTY
DECLARATION – MAINTENANCE & OPERATIONS
EQUIPMENT**

BACKGROUND INFORMATION:

Board Policy 3270 allows the School Board to direct the Superintendent or designee to arrange to sell or dispose of District property, in accordance with Board policy and state law, which is unusable, obsolete, or no longer needed by the District.

CURRENT CONSIDERATION:

Staff is requesting the following items from the Maintenance and Operations inventory be declared as surplus.

Item 1 – 1986 Ford Truck (Laguna) VIN: 1FTCF15Y96PB28142

In December 2014 the District attempted to complete the smog certification for the 1986 Ford truck. Unfortunately, the vehicle did not pass inspection due to cracked radiator and cracks in the gas tank. This vehicle is valued at \$1,000 in operational condition. The necessary repairs to return this vehicle to good running order are estimated at \$1,850. The costs of repairs necessary to return this vehicle to good running order exceed what the value of the vehicle would be after those repairs were made. The vehicle is only used occasionally and therefore it is not critical to the site.

Proposed disposition – Send to the metal recycler

RECOMMENDATION:

The School Board is respectfully requested to approve the Surplus Property Declaration.

ATTACHMENTS:

Yes

WEST SONOMA COUNTY UNION HIGH SCHOOL DISTRICT/SURPLUS EQUIPMENT DECLARATION

A. SCHOOL/DEPARTMENT DATA

Name of School/Department: Maintenance & Operations	Signature/Date of Person Receiving Equipment:
Name/Title of Person To Contact for information: Jennie Bruneman/Director of Maintenance & Operations	Number of Pieces/Boxes Received in Shipment:
Building/Room Number which Equipment was Assigned: Laguna High School	Report File:

B. DISTRICT DATA

C. LIST OF SURPLUS EQUIPMENT

Item #	Condition	Description	Unit Per	Total No. of Units	Estimated Value Per Unit	Total Estimated Price	District Use Only Asset #	District Use Only Disposition Code
1	B	1986 Ford Truck VIN: 1FTCF15Y96PB28142	1	1	500.00	500.00	None	

D. _____
Authorized Signature

- Code/Description**
- A. Fair- Equipment that is usable without repair but is somewhat worn or deteriorated and my need repair.
 - B. Poor – Equipment that is usable but is considerably worn or deteriorated. The remaining utility is nil or major repair will be required
 - C. Unusable – cannot be repaired

E. DISTRICT DISPOSITION

Method of Disposal: Local Recycler	Signature: Date: 1-13-15
--	--

I.I.8./JAN.21.2015

WEST SONOMA COUNTY UNION HIGH SCHOOL DISTRICT

TO: Diane Landry, Board President

FROM: Mia Del Prete, Human Resources Manager

DATE: January 21, 2015

ITEM: **CONSIDERATION OF APPROVAL OF QUARTERLY WILLIAMS UNIFORM COMPLAINT REPORT**

BACKGROUND INFORMATION:

In January of 2005 the Board approved new Administrative Regulation 1312.4 addressing the Williams Uniform Complaint Procedures. This regulation is a mandate of Education Code Section 35186 and addresses complaints regarding instructional materials, teacher vacancy and/or mis-assignment, and maintenance of facilities. Part of the regulation calls for a Quarterly Report of Complaints to be given to the Board of Education and then forwarded to the County Office of Education.

CURRENT CONSIDERATION:

The October 1 – December 31, 2014, Quarterly Report for West Sonoma County Union High School District is attached. There were no complaints filed during this time period in any of the areas of the regulation.

RECOMMENDATION:

It is respectfully requested the Board of Education approve the Quarterly Williams Uniform Complaint Report for the period of October 1 – December 31, 2014.

ATTACHMENTS:

Yes

West Sonoma County Union High School District
Williams Settlement
Quarterly Uniform Complaint Report Summary

Education Code §35186(d): A school district shall report summarized data on the nature and resolution of all complaints on a quarterly basis to the county superintendent of schools and the governing board of the school district. The summaries shall be publicly reported on a quarterly basis at a regularly scheduled meeting of the governing board of the school district. The report shall include the number of complaints by general subject area with the number of resolved and unresolved complaints. The complaints and written responses shall be available as public records.

Reporting Period:

- January 1 - March 31, 2014 April 1 - June 30, 2014
 July 1 - September 30, 2014 October 1 - December 31, 2014

No complaints were received during the above time period.

If you received any complaints during the above time period, please complete the following table. Enter "0" in any cell that does not apply.

General Subject Area	Complaints Received	Complaints Resolved	Unresolved Complaints
Instructional Materials	0	0	0
Facilities	0	0	0
Teacher Vacancy and/or Mis-assignment	0	0	0
CAHSEE Intensive Instruction and Services	0	0	0
Total	0	0	0

Board meeting date: 1/21/2015
Date sent to County Superintendent of Schools: 1/22/2015
Sonoma County Office of Education
5340 Skylane Blvd.
Santa Rosa, CA 95403

I.I.9./JAN.21.2015

WEST SONOMA COUNTY UNION HIGH SCHOOL DISTRICT

TO: Diane Landry, Board President

FROM: Mia Del Prete, Human Resources Manager

DATE: January 21, 2015

ITEM: **CONSIDERATION OF APPROVAL OF CONTRACT AGREEMENT BETWEEN WEST SONOMA COUNTY UNION HIGH SCHOOL DISTRICT (WSCUHSD) AND PATRICIA MCGINTY FOR SPEECH AND LANGUAGE SERVICES FOR THE WEST SONOMA COUNTY SPECIAL EDUCATION AND STUDENT SERVICES CONSORTIUM**

BACKGROUND INFORMATION:

District administration was recently informed that one of our Speech and Language Therapist will be taking maternity leave. Kathryn Davy, Special Education Consortium Director has secured a speech therapist for part of the maternity leave through a contract agreement. Ms. Davy is actively working on securing another speech therapist to cover the remaining maternity leave from March 1 through April 5, 2015.

CURRENT CONSIDERATION:

The contract agreement is not to exceed 30 hours and will be for a period beginning January 28, through February 25, 2015. The cost for the speech and language services is \$95/hour. The amount shall not exceed \$2850.00.

RECOMMENDATION:

It is respectfully recommended the Board of Education approve the contract agreement between WSCUHSD and Patricia McGinty for speech and language services for the West Sonoma County Special Education and Student Services Consortium.

ATTACHMENTS:

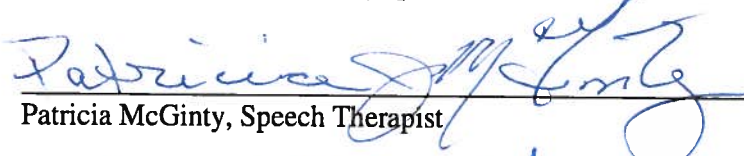

Yes

**WEST SONOMA COUNTY UNION HIGH SCHOOL DISTRICT
CONTRACT FOR SPEECH THERAPY SERVICES**

THIS CONTRACT AGREEMENT is made by and between West Sonoma County Union High School District (District) and Patricia McGinty, Credentialed Speech Therapist (Ms. McGinty). This contract is for the period beginning January 28, 2015 and ending February 25, 2015 subject to the terms and conditions set forth below.

1. Term: The District hereby agrees to purchase Speech Therapy services in an amount not to exceed 30 hours. If additional approved assessments arise, the Director and Ms. McGinty will amend this contract.
2. Cost: Cost for Speech Therapist services is \$95.00 per hour, to be invoiced by Ms. McGinty at the end of the service. Total amount shall not exceed \$2,850.00.
3. Work Days: Ms. McGinty and the West County Special Education Consortium Director shall mutually agree on work dates. Ms. McGinty shall deliver 30 hours of service. Service dates shall occur between January 28, 2015 and February 25, 2015.
4. Duties of Speech Therapist:
 - a. *Direct Service Duties*: Provide Speech Therapy services to student(s) as agreed upon with Consortium Director.
5. Fringe Benefits:
 - a. *Health, Dental and Vision*: Ms. McGinty will receive no district paid health benefits.
6. General Provisions:
 - a. *Governing Law and Venue*: This Agreement, and the rights and obligations of the parties, shall be governed by and construed in accordance with the laws of the State of California. The parties also agree that, in event of litigation, venue shall be the proper state or federal court located in Sonoma, California.
 - b. *Entire Agreement*: This Agreement contains the entire agreement and understanding between the parties. There are no oral understandings, terms or conditions and neither party has relied upon any representation, express or implied, not contained in this Agreement.
 - c. *No Assignments*: The District may not assign or transfer any rights granted or obligations assumed under this Agreement.
 - d. *Modification*: This Agreement cannot be changed or supplemented orally. It may be modified or superseded only by a written instrument executed by both the parties.
 - e. *Severability*: If any provision of this Agreement is held to be invalid or unenforceable by a court of competent jurisdiction, the remaining provisions of the Agreement shall continue in full force and effect.
 - f. Insurance: With respect to the performance of work under this Agreement, Ms. McGinty shall maintain insurance as indicated below:

Required: Workers' compensation insurance with statutory limits as required by the Labor Code or the State of California. The policy shall be endorsed with the following specific language: "This policy shall not be canceled or materially changed without first giving thirty (30) days prior written notice to the District."

 Patricia McGinty, Speech Therapist	<u>1-7-15</u> Date
 Keller McDonald, Superintendent West County Union High School District	<u>1-7-15</u> Date