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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, January 20, 2016
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

Absent

Kellie Noe, President

Ted Walker, Vice-President

David Stecher, Clerk

Lori Bruhner, Trustee

Diane Landry, Trustee

Dr. Steven Kellner, Superintendent

Koa Lua, Analy Student Representative

Arlo David, El Molino Student Representative

Isella Schroff, 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 at 5:05 p.m.

1. STUDENT DISCIPLINE CASE #3-(15-16), #4-(15-16)

2. PUBLIC EMPLOYMENT

a. Certificated

b. Classified

3. OTHER PUBLIC EMPLOYMENT

4. PUBLIC EMPLOYEE - DISCIPLINE/DISMISSAL/RELEASE

5. CONFERENCE WITH LABOR NEGOTIATOR - (Government Code Section 54957.6)

EMPLOYEE ORGANIZATION:

AGENCY NEGOTIATORS:

Represented Employees:

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WSCTA

Dr. Steven Kellner

CSEA

Dr. Steven Kellner

Unrepresented Employees:

Confidential/Supervisory

Dr. Steven Kellner

Management

Dr. Steven Kellner

Superintendent

Kellie Noe

- E. RECONVENE TO OPEN SESSION – Reconvened to Open Session at 6:00 p.m.
- F. PLEDGE OF ALLEGIANCE – Arlo David led the Pledge of Allegiance.
- G. APPROVAL OF THE AGENDA – Trustee Bruhner moved to approve the Agenda. Trustee Landry seconded the motion. Approved by 3 yes, 0 no, 2 absent. Trustee Landry, yes, Trustee Bruhner, yes, Trustee Stecher, yes, Trustee Noe, absent, Trustee Walker, absent. Student Advisory Vote: 2 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)

- H. INPUT FROM THE PUBLIC REGARDING ITEMS NOT ON THE OPEN SESSION AGENDA - None
- I. CONSENT CALENDAR: Trustee Landry moved to approve the Consent Calendar. Trustee Bruhner seconded the motion. Approved by 3 yes, 0 no, 2 absent. Trustee Landry, yes, Trustee Bruhner, yes, Trustee Stecher, yes, Trustee Noe, absent, Trustee Walker, absent. Student Advisory Vote: 2 yes, 0 no, 1 absent.
 - 1. CONSIDERATION OF APPROVAL OF THE DECEMBER 9, 2015 BOARD MEETING MINUTES
 - 2. CONSIDERATION OF APPROVAL OF OVERNIGHT FIELD TRIP REQUEST
 - 3. CONSIDERATION OF APPROVAL OF SUPERINTENDENT’S RATIFICATION OF OVERNIGHT FIELD TRIP REQUESTS
 - 4. CONSIDERATION OF APPROVAL OF DONATION
 - 5. CONSIDERATION OF APPROVAL OF WARRANT REGISTERS DECEMBER 3, 2015 THROUGH JANUARY 13, 2016
 - 6. CONSIDERATION OF APPROVAL OF RECOMMENDED REVISIONS TO ADMINISTRATIVE REGULATION 6145.1 PARTICIPATION IN EXTRA CURRICULAR ACTIVITIES
- J. CLOSED SESSION REPORT

- 1. STUDENT DISCIPLINE – Trustee Landry moved to approve the recommendation of the Administration for student discipline case #3-(15-16) and case #4-(15-16). Trustee Bruhner seconded the motion. Approved by 3 yes, 0 no, 2 absent. Trustee Landry, yes, Trustee Bruhner, yes, Trustee Stecher, yes, Trustee Noe, absent, Trustee Walker, absent.
- 2. ACTION TAKEN – Trustee Landry moved to approve the closed session report. Trustee Bruhner seconded the motion. Approved by 3 yes, 0 no, 2 absent. Trustee Landry, yes, Trustee Bruhner, yes, Trustee Stecher, yes, Trustee Noe, absent, Trustee Walker, absent.

The Board of Education approved the following certificated employments:

Bruce Myers, LHS Newsletter Coordinator, effective January 4, 2016

Joe Maloney, LHS Athletic Director, effective January 4, 2016

Dale Wiley, LHS .34 FTE Art Teacher, effective January 19, 2016

The Board of Education approved the request from Margaret Sands, LHS Art to voluntarily reduced from a .50 to .34 FTE, effective January 18, 2016

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The Board of Education accepted the following irrevocable letters of retirement:
Catherine Fennell, Special Education Consortium Behavior Assistant, effective June 4, 2016

Linda Lewis, Special Education Secretary I, effective June 17, 2016

The Board of Education approved the request from Margaret Sands, LHS Art to voluntarily reduced from a .50 to .34 FTE, effective January 18, 2016

II. COMMUNICATION

- A. VERBAL-None
- B. WRITTEN-None

III. REPORTS

A. STUDENT BOARD REPRESENTATIVES

Arlo David, El Molino Student Representative reported last week was Spirit Week. Wrestling and basketball are off to a good start. The El Molino students are pumped up for the Battle of the Fans competition. The Turnabout Dance is February 13. Chilingo, a chili and bingo event is February 4. The Bob Burkes Charity events are in the planning stages; El Molino Leadership will be meeting and working with the Analy Leadership for the event. El Molino is planning a talent show in March. The first El Molino annual badminton tournament is in the works and the annual dodge ball tournament is coming up. Tonight El Molino is hosting a wrestling match against Analy. The theater production for the spring is Once Upon a Mattress.

Koa Lua, Analy Student Representative reported last month Analy hosted a talent show, the proceeds went to the Santa Rosa Memorial, Children’s Department, and the show raised \$1000. Next week is Spirit Week; the Battle of the Fans video is in progress. Analy will hold a Sweetheart Dance; the theme is Small Town Throw Down and will be hosted by the FFA group. The Bob Burkes dinner is coming up and Analy will be working with El Molino. A variety show is February 28th at 7 pm. The wrestling team is doing very well.

Isella Schroff, Laguna Student Representative - Absent

B. ASSOCIATION REPRESENTATIVES

Mark Ballard, CSEA President - No report

Bill Olzman, WSCTA President reported with the return of the new semester we are seeing a lot more energy from teachers and students. The Association, District and Classified Association have been working with the collaborative group and as issues arise we are working together in a collaborative method with the District and the Superintendent. Mr. Olzman reported feeling positive on the collaboration.

C. PRINCIPALS

Matt Dunkle, El Molino Principal wished everyone a Happy New Year. El Molino had good attendance at the 10,000 Degrees Free Application for Federal Student Aid (FAFSA). The workshop helped parents and students fill out the FAFSA application and talk about how to get financial aid for college. The workshop was also offered in Spanish. During the fall semester the Interact Club raised food and funds for the Food For Thought Food Bank helping to feed people in Sonoma County. The Russian River Rotary donated \$11,000 to the Project Make and Culinary programs. The Press Democrat highlighted an article regarding the El Molino twin girl basketball players, Emily and Madison Dean, on their work ethic on and off the field. Retired El Molino teacher, Lynn Stewart is back teaching as a volunteer for an adult ESL class at El Molino. Exciting news to report that speaker, Calvin Terrell will be coming to the campus to speak to the students.

Chris Heller, Analy Principal thanked Trustee Noe and Trustee Walker for attending the annual holiday luncheon in December. Analy High Schools, Operation 1-4-1 will be bringing nationally recognized Social Justice Speaker Calvin Terrell to Sebastopol in March. I will send an update on the date and time when that will take place. The Excellence in Education fundraiser will be held on April 2, the event will be held at the Barlow. The Boosters Crab

Feed was postponed; the fundraising event was redesigned as a Mardi Gras theme and will be held on February 20 at the Holy Ghost Hall.

Kent Cromwell, Laguna Principal wished everyone a Happy New Year. The holiday dinner send off was a great success, all the staff and students had a great time. A WASC update, all reports have been completed and submitted electronically, and we are anticipating a visit in the next month. We are excited about having teacher, Dale Wiley back at Laguna to help with the art program. Laguna's first basketball scrimmage will be held this week, playing Ridgeway Continuation. Joe Maloney is working with Athletic Directors at other continuations schools to set up more events. The Sunrise Rotary acknowledge the Student Of The Month, Selena Iaonne, she received an award of \$50. Kent reported he had the opportunity to see the movie, Paper Tigers. Speaker, Calvin Terrell will also be speaking to the Laguna students and staff. Substitute teacher, Dave Creeth has volunteered to teach students Latin, 2 times a week.

D. BOARD MEMBERS

Trustee Landry reported she was able to attend the Laguna holiday lunch and the Budget Perspective Workshop at Sonoma County Office of Education. Trustee Landry was asked by Lynn Stewart to help in the adult ESL class. Trustee Landry requested the dates and times that Calvin Terrell will be speaking at each site.

Trustee Bruhner reported she was able to attend the Budget Perspective Workshop and a CSEA Budget Workshop. Trustee Bruhner reported the California Labor Management Collaboration was a really good experience and she was very glad to be a part of that event. The Laguna holiday dinner was great. Trustee Bruhner reported she is very proud of Laguna High School, she has been hearing great things around the topic of the rain garden project.

Trustee Stecher reported the Budget Perspective Workshop was interesting. He was also glad to be a part of the California Labor Management Collaboration meeting. Trustee Stecher reported it feels right to work together towards a common goal.

Trustee Noe – Absent

Trustee Walker - Absent

- E. SUPERINTENDENT – Dr. Steven Kellner reported he was able to spend time shadowing student's at all three sites, Analy and El Molino in the fall and recently at Laguna. Dr. Kellner reported having the opportunity to attend an Analy ELAC meeting. He also attended the California Labor Management Collaboration meeting and is looking forward to working together as a group. Leadership 40 will have site visits to Districts in the county. Dr. Kellner was able to attend the Budget Perspective Workshop at SCOE.

IV. DISCUSSION /ACTION

- A. REVIEW OF ANALY AND EL MOLINO MEASURE I CONSTRUCTION PROJECTS – Jennie Bruneman reviewed the following items:

- Reviewed Analy Band room project, possibly ready in mid March
- El Molino Stadium, 69% completion looking towards February 10th for completion
- Analy Stadium 61 % complete, working towards February 10th for completion
- Dry days will be needed in order to get the work done
- Crews will work weekends, weather permitting in order to try and meet deadlines

A brief discussion regarding:

- The Inspector of Record who gives the report of the amount of completion, that person signs off on an inspection card
- Tennis courts at El Molino are in really bad shape

- B. DISCUSSION OF COMMUNITY USE OF SCHOOL FACILITIES AND UPDATING FEE SCHEDULES - Jennie Bruneman reviewed the current board policy and the need for the review of the fee schedules. The following discussion took place:

- Reviewed costs and adding a youth rate structure
- Our rates are the lowest in the county
- Staff time for facility upkeep

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- Cost of facilities wear and tear and supplies
 - Energy surcharge fees
 - Time to revise the fees
 - Appreciate the time and thought into the preparation and information in the report
 - Different fee schedule if you live outside the district
 - New lighting systems on the field are standard, not LED lighting
 - Reinforce idea to support the youth
- C. CONSIDERATION OF APPROVAL OF MONTHLY BUDGET UPDATE FOR 2015-16 – Dr. Kellner reported on the Monthly Budget Update for 2015-16. The interim CBO, Denise Calvert is here to answer any questions. Trustee Landry moved to approve the Monthly Budget Update for 2015-16. Trustee Bruhner seconded the motion. Approved by 3 yes, 0 no, 2 absent. Trustee Landry, yes, Trustee Bruhner, yes, Trustee Stecher, yes, Trustee Noe, absent, Trustee Walker, absent. Student Advisory Vote: 1 yes, 0 no, 2 absent.
- D. CONSIDERATION OF APPROVAL OF AUTHORIZED SIGNERS FOR DISTRICT ACCOUNTS AT EXCHANGE BANK - Dr. Kellner reviewed the need for the changes. Trustee Bruhner moved to approve the Authorized Signers for District Accounts at Exchange Bank. Trustee Landry seconded the motion. Approved by 3 yes, 0 no, 2 absent. Trustee Landry, yes, Trustee Bruhner, yes, Trustee Stecher, yes, Trustee Noe, absent, Trustee Walker, absent. Student Advisory Vote: 1 yes, 0 no, 2 absent.
- E. CONSIDERATION OF APPROVAL OF CORRECTIVE ACTION OF 2014-15 AUDIT FINDINGS AND RECOMMENDATIONS – Dr. Kellner reported on the Corrective Action of 2014-15 Audit Finding and Recommendations. Denise Calvert, Interim CBO is here to answer any questions. The following items were discussed:
- Scholarship accounts
 - Note for yearend closing check lists
- Trustee Landry moved to approve the Corrective Action of 2014-15 Audit Findings and Recommendations. Trustee Bruhner seconded the motion. Approved by 3 yes, 0 no, 2 absent. Trustee Landry, yes, Trustee Bruhner, yes, Trustee Stecher, yes, Trustee Noe, absent, Trustee Walker, absent. Student Advisory Vote: 1 yes, 0 no, 2 absent.
- F. CONSIDERATION OF ACCEPTANCE OF OPENERS FROM CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION CHAPTER 172 (CSEA) INITIAL PROPOSAL FOR CONTRACT NEGOTIATIONS WITH THE DISTRICT FOR 2015-2016 – Mia Del Prete reviewed the openers from California School Employees Association, (CSEA). Trustee Bruhner moved to accept the Openers from California School Employees Association Chapter 172 (CSEA) Initial Proposal for Contract Negotiations with the District for 2015-16. Trustee Landry seconded the motion. Approved by 3 yes, 0 no, 2 absent. Trustee Landry, yes, Trustee Bruhner, yes, Trustee Stecher, yes, Trustee Noe, absent, Trustee Walker, absent. Student Advisory Vote: 1 yes, 0 no, 2 absent.
- G. CONSIDERATION OF APPROVAL OF TENTATIVE AGREEMENT BETWEEN WEST SONOMA COUNTY TEACHERS ASSOCIATION (WSCTA) AND WEST SONOMA COUNTY UNION HIGH SCHOOL DISTRICT (WSCUHSD) Mia Del Prete reported on the tentative agreement between the District and WSCTA for the 2016-17 school year calendar. Trustee Landry moved to approve the Tentative Agreement Between West Sonoma County Teachers Association (WSCTA) and West Sonoma County Union High School District (WSCUHSD). Trustee Bruhner seconded the motion. Approved by 3 yes, 0 no, 2 absent. Trustee Landry, yes, Trustee Bruhner, yes, Trustee Stecher, yes, Trustee Noe, absent, Trustee Walker, absent. Student Advisory Vote: 0 yes, 0 no, 3 absent.
- H. DISCUSSION OF CREATION OF WEST COUNTY CHARTER MIDDLE SCHOOL FOR GRADES 7-8 IN COOPERATION WITH FORESTVILLE UNION SCHOOL DISTRICT – Dr. Steven Kellner reviewed the discussions regarding the middle school concept. The Board requested additional details regarding funding sources for the middle school in both the start up and operational phases of development. The following items were reviewed:
- Funding

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- Charter school facility grant program
- Private sector dollars
- New schools venture fund
- Grant application submitted on January 13 by Dr. Kellner, and the application has been moved onto the second round
- Start in fall 2017, for both financial and curriculum reasons

I. **CONSIDERATION OF APPROVAL TO OFFER A REDUCED WORKLOAD PROGRAM FOR THE 2016-2017 SCHOOL YEAR** - Mia Del Prete reported receiving three written requests for a RWP for the 2016-17 school year. It has been determined if approved it would be difficult to recruit qualified science and special education teachers at a part time level and even more difficult with the teacher shortage. The following discussion took place:

- Eligible if teacher taught for a minimum of 10 years and are 55
- The Board has not denied this type of request in many years
- If there were available teachers out there this discussion would not be taking place
- Look for alternatives, staff is getting older, do something different
- Legal timeline needs to be done prior to the February Board meeting
- Be creative next year
- Reduced Workload Program offered to all teachers that meet criteria, that submit the request; if one request is accepted then all need to be accepted

Trustee Landry moved to approve to not Offer a Reduced Workload Program for the 2016-2017 School Year. Trustee Bruhner seconded the motion. Approved by 3 yes, 0 no, 2 absent.

Trustee Landry, yes, Trustee Bruhner, yes, Trustee Stecher, yes, Trustee Noe, absent, Trustee Walker, absent. Student Advisory Vote: 3 yes, 0 no.

J. **FIRST READING OF BOARD POLICY 4152 AUXILIARY SALARY SCHEDULE** – Mia Del Prete reviewed Board Policy 4152. Over the last few months districts in the county are increasing their rates so as not to lose substitutes the District would like to increase rates in order to be competitive. The Board recommended this item be brought back to the February Board meeting.

K. **FIRST READING OF ADMINISTRATIVE REGULATION 1312.1 COMPLAINTS CONCERNING DISTRICT EMPLOYEES** – Mia Del Prete reviewed revisions were made in October and then found additional revisions to be made. The Board recommended this item be brought back to the February Board meeting.

V. FUTURE AGENDA ITEM

A. **CONSIDERATION OF APPROVAL OF MONTHLY BUDGET UPDATE FOR 2015-16**

VI. ADJOURNMENT – The meeting adjourned at 7:48 p.m.

WEST SONOMA COUNTY UNION HIGH SCHOOL DISTRICT

DISTRICT GOALS and SUCCESS INDICATORS FOR 2015-2016

Adopted by Board of Trustees on June 24, 2015

Enrollment

Increase District enrollment from 2014-2015

- Through a Community Outreach Coordinator, expand community connections and marketing at Analy and El Molino to increase enrollment; including outreach to
 - all middle schools within each attendance area and at least one outside the District
 - alumni, parents and community for each school
 - other outreach venues, as guided by the Board and Administration
- In collaboration with partner districts, examine, evaluate and determine the potential of improving grade 7-8 programs and transitions to high school through a West County Middle School to serve multiple districts

Student Achievement

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

- implement Naviance career and college exploration software at each school site
- offer District-paid SAT preparation classes at El Molino and Analy
- implement college-going support classes at El Molino and Analy

Community Engagement

Build involvement of students, parents and community stakeholders in WSCUHSD schools and activities to widely benefit all

- Create baseline measures of student and parent engagement in school and District activities (e.g. Site Council, ELAC, Leadership Class, after-school tutoring, athletics, extracurricular activities, etc.) including engagement of English Learners, low income, Foster youth, and hard-to-reach populations
 - Quantitative measures to assess if engagement is proportional to demographics
 - Qualitative measures to assess value and satisfaction
- Through outreach to area middle schools, provide information and support to potential WSCUHSD students and parents to boost maximize District enrollment
- Continue collaborating with agencies and organizations to increase community-school engagement; including, but not limited to,
 - SRJC for high school, college and adult education classes
 - Palm Drive Health Care District and West County Health Centers
 - Sonoma County businesses and community organizations
 - Social Advocates for Youth (SAY) – Tomorrow’s Leaders Today (TLT)
 - Sebastopol Area Chamber of Commerce –Summer Algebra Academy
 - Sebastopol and Russian River Health Action Chapters for community health

Curriculum, Instruction and Assessment

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

- Continue to lead and support professional development and other efforts to coordinate a West County Grade 6-12 California Standards math program
- With significant input from all stakeholders, evaluate and consider increasing District math graduation requirement to 3 years (30 credits) of math from 2 years (20 credits)
- Lead and support professional development and other efforts to coordinate a West County Grade 6-12 California Standards English Language Arts program
- Plan, provide, measure, and evaluate professional development and other resources to increase use of technology in the District to deliver effective instruction

Student Support

Using available resources, increase student engagement as measured by student attendance and California Healthy Kids Survey

- Through “Keeping Kids in School (KKIS)” case management at Laguna High School, decrease Laguna truancy as reported in KKIS annual evaluation
- Maintain or increase school and community protective factors (e.g. caring relationships, high expectations and opportunities for meaningful participation), as measured by the California Healthy Kids Survey “School Connectedness Scale”
- Provide at least three new additional opportunities for student leadership development and community involvement (for example, Tomorrow’s Leaders Today, Project 1-4-1, Friday Night Live clubs, Health Action Councils)

Facilities

Continue to achieve Measure I Facility Improvement projects

- Complete Analy Band Room, Analy Stadium and El Molino Stadium projects
- Increase funding for District Deferred Maintenance plan

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Respectfully submitted by Executive Secretary Karen Lamb



Approved and entered into the official minutes of West Sonoma County Union High School District on this 17th day of February, 2016.


