

*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, October 19, 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
  - Stephanie Lovrin, Analy High School Student Representative
  - Samantha Hennen, El Molino High School Student Representative
  - Brenna Whitehead, Laguna High School 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. PUBLIC EMPLOYMENT / APPOINTMENT (GOV. CODE SEC. 54957)  
Title(s): TEACHER, BILINGUAL PARAEDUCATOR, SECRETARY I, FOOD SERVICE WORKER, ATTENDANCE CLERK, BEHAVIOR ASSISTANT, SUBSTITUTE SITE CAREER CENTER COORDINATOR, ASSISTANT CHEER COACH
  - 2. OTHER PUBLIC EMPLOYMENT  
Title(s):
  - 3. PUBLIC EMPLOYEE - DISCIPLINE/DISMISSAL/RELEASE (GOV. CODE SEC. 54957)  
Title(s): ATTENDANCE CLERK, BEHAVIOR ASSISTANT, PAYROLL TECHNICIAN

**Minutes – October 19, 2016 – Page 2**

4. PUBLIC EMPLOYEE PERFORMANCE EVALUATION (GOV. CODE SEC. 54957)  
TITLE: SUPERINTENDENT
  5. CONFERENCE WITH LEGAL COUNSEL ANTICIPATED LITIGATION  
SIGNIFICANT EXPOSURE TO LITIGATION (Government Code Section 54956.9)(E)(2)  
NUMBER OF POTENTIAL CASE(S): ONE
- E. RECONVENE TO OPEN SESSION – The meeting reconvened at 6:09 p.m.
- F. PLEDGE OF ALLEGIANCE - Mary Fricker led the Pledge of Allegiance.
- G. APPROVAL OF THE AGENDA – Trustee Landry moved to approve the Agenda. Trustee Stecher seconded the motion. Approved by 5 yes, 0 no. Trustee Landry, yes, Trustee Stecher, yes, Trustee Walker, yes, Trustee Noe, yes, Trustee Bruhner, yes. Student Advisory Vote: Approved by 3 yes, 0 no.  
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 Bruhner seconded the motion. Approved by 5 yes, 0 no. Trustee Landry, yes, Trustee Stecher, yes, Trustee Walker, yes, Trustee Noe, yes, Trustee Bruhner, yes. Student Advisory Vote: Approved by 3 yes, 0 no.
1. CONSIDERATION OF APPROVAL OF THE SEPTEMBER 14, 2016 BOARD MEETING MINUTES
  2. CONSIDERATION OF APPROVAL OF OVERNIGHT FIELD TRIP REQUESTS
  3. CONSIDERATION OF APPROVAL OF SUPERINTENDENTS RATIFICATION OF OVERNIGHT FIELD TRIP REQUESTS
  4. CONSIDERATION OF APPROVAL OF DONATIONS
  5. CONSIDERATION OF APPROVAL OF WARRANT REGISTERS SEPTEMBER 8, 2016 THROUGH OCTOBER 11, 2016
  6. CONSIDERATION OF APPROVAL OF TRANSPORTATION SAFETY PLAN FOR SCHOOL PERSONNEL
  7. CONSIDERATION OF APPROVAL OF CONTRACT AGREEMENT BETWEEN PRESENCE LEARNING AND WEST SONOMA COUNTY UNION HIGH SCHOOL DISTRICT
  8. CONSIDERATION OF APPROVAL OF QUARTERLY WILLIAMS UNIFORM COMPLAINT REPORT
  9. CONSIDERATION OF APPROVAL OF QUARTERLY REPORT AND CERTIFICATION OF THE COUNTY TREASURER
- J. ACTION ON ITEMS HEARD IN CLOSED SESSION
1. ACTION TAKEN - Trustee Stecher moved to approve the following public employment, other public employment and discipline/dismissal/release. Trustee Walker seconded the motion. Approved by 5 yes, 0 no. Trustee Landry, yes, Trustee Stecher, yes, Trustee Walker, yes, Trustee Noe, yes, Trustee Bruhner, yes.  
  
Conley Guy, EMHS .40 FTE Spanish Teacher, effective October 21, 2016  
Laura Schmitt, AHS WASC Coordinator, effective October 1, 2016  
Leah Woody, EMHS/LHS .875 FTE Substitute Site Career Center Coordinator, effective September 26, 2016  
Sandra Jones, AHS 1.0 FTE Secretary I, effective October 4, 2016  
Fabiola Roman, EMHS .75 FTE Bilingual Paraeducator, effective October 28, 2016  
  
Sandra Jones, AHS 1.0 FTE Attendance Clerk, effective October 3, 2016  
Elicia Davis, .75 FTE Special Education Consortium Behavior Assistant, effective October 14, 2016  
Kimberly Lingle, 1.0 FTE District Office Payroll Technician, effective October 28, 2016

**II. COMMUNICATION**

- A. VERBAL - None
- B. WRITTEN – Superintendent Kellner reported receiving written communication from Mary Downey of Sonoma County Office of Education regarding the Sonoma County Committee on School District Organization. Dr. Kellner also received notification from the CTE Foundation of Sonoma County, a renewal of two grants supporting Project Make. The John Jordan Foundation sent notification that three West County teachers received Teacher Mini Grants.

**III. REPORTS**

- **STUDENT REPRESENTATIVES**

Stephanie Lovrin, Analy High School Student Representative reported the Homecoming Dance on October 8 was a success. Analy held a blood drive this past week. Next week is Spirit Week leading up to the Apple Game on Friday, October 28. Analy will host a can food drive during the holiday season. The Analy Theater will be presenting A Midsummer Night's Dream.

Samantha Hennen, El Molino High School Student Representative reported a second round of Easing into El Molino has taken place. The Homecoming Dance was last month along with club days. Next week is Spirit Week, leading into the Apple Game; leadership will be selling El Molino spirit wear at lunch. Leadership will be visiting middle schools for some outreach opportunities. The Battle of the Fans plans are going forward. The sports teams are doing very well. El Molino and Healdsburg Battled for the Paddle, El Molino won the paddle. The AP Government class will be hosting a community forum next Thursday.

Brenna Whitehead, Laguna High School Student Representative reported the creative writing class is busy with the literary magazine. The art class is making Day of the Dead individual alters. The biology class is setting up a winter garden as well as a composting area. The physical education class is participating in competitive sports with other continuation schools in the area. Leadership class has resumed this year. Students are working on producing the year book. Laguna spirit wear will be available to the students.

- **ASSOCIATION REPRESENTATIVES**

Bill Olzman WSCTA President reported it has been a busy time for teachers with college paperwork deadlines. Mr. Olzman reported we are working together to improve communications with collaboration as a main goal, keeping in mind to benefit the students. There is a lot of hard work going on in this District.

Mark Ballard – No Report

- **PRINCIPALS**

Matt Dunkle El Molino Principal reported the Culinary Dinner, raised over \$8,000 for their program, great job to Chris Correa and students. The El Molino Pignic raised over \$10,000 to support El Molino programs. Thank you to all the community members, sponsors, donors, and students who contributed. Mr. Dunkle gave an update on El Molino athletics, they are strong this fall with soccer in the playoffs, girl's golf and volleyball both did great as well. Brian Schulz has had an outstanding season in track and field. A thank you to alumni, Austin and Jared Brown for helping with the football program and athletic tutoring. The PSAT was today. November 3 is El Molino Night. We are looking forward to the political forum that will be held by students on October 27, 6-8:30 pm. The new stadium score board has been installed. Students were able to attend the California Maritime Academy for a tour. Students were also able to attend the Los Cien Luncheon at Sonoma State. The Forestville FFA works hard at home football games with their fabulous potato bar, please stop by if you have an opportunity. Mr. Dunkle reported he is looking forward to the Apple Game.

## Minutes – October 19, 2016 – Page 4

Kent Cromwell Laguna Principal reported he is surprised the first quarter has already come to an end. The Opportunity Program is looking at freshman to see who may need assistance. Ed Harmon, Community Member, is donating awards for our Positive Attendance Award, and this year Mombo's Pizza is donating pizzas for the Positive Attendance Award Luncheon. The Laguna staff has attended three ACES trainings so far. Laguna is looking to install two more water catchments pending a grant. The TeensWork Workshops are in the planning stages with community programs, students will get to tour various businesses with community members. Students will be participating in the Culinary Boot Camp to learn skills for the restaurant industry.

Raul Guerrero Analy Principal reported the District Wide In-Service days on September 19 and 20<sup>th</sup> were a success. Some of the events that have taken place since the start of school have been the grand opening of the band room, college application night, Los Cien Luncheon for student groups at Sonoma State, Assembly with author Jay Asher, 13 Reasons Why author. Homecoming week, game and dance, and a choir concert on October 13. The Analy Education Foundation held the yearly pledge drive. This past Monday, administrators went out to the feeder middle schools to inform students and parents about Analy. This Friday and Saturday is the Fall Band Festival and Saturday night is the Analy Hall of Fame dinner. This Thursday Analy will host a voter education night with student participation. Mr. Guerrero reported he is looking forward to the Apple Game and the Equity at the Core Conference. The fall drama production is A Midsummer Night's Dream and it will begin November 11.

- **BOARD MEMBERS**

Trustee Landry was able to attend the Laguna Welcome Back BBQ, and the El Molino Pignic fundraiser, there was great food at both events. Trustee Landry was able to attend the Analy and El Molino Homecoming games. Trustee Landry reported she met with teachers Dave Casey and Susan Blackmere to discuss an environmental program. Trustee Landry attended the assembly with Jay Asher, author of 13 Reasons Why. Trustee Landry was also able to attend the El Molino FFA Booster meeting.

Trustee Bruhner reported she missed the last board meeting. Trustee Bruhner reported the Russian River Rotary fundraiser was very successful, they were able to raise quite a bit of money for programs. The students were very engaged and excited about the event.

Trustee Stecher reported that while he was attending a horse show at the Sonoma County Fairgrounds he heard about how good the high schools are in West County. Trustee Stecher reported he is looking forward to the Fall Symposium on October 27.

Trustee Walker attended several events along with Trustee Landry. He was able to attend the Friends of Music meeting the Jay Asher Assembly at Analy, and the Homecoming game at Analy. Trustee Walker was able to be a student for the day at El Molino and participate in the AP environmental class.

Trustee Noe reported she was able to attend the Los Cien luncheon. Trustee Noe commended the principals for giving students the opportunity to attend this event. Trustee Noe reported receiving a communication from Helen O'Donnell regarding a press conference on Prop 55 and if you want to learn more you can attend.

- **SUPERINTENDENT**

Superintendent Kellner reported he has completed his annual student shadow days at Analy and El Molino. Superintendent Kellner commended the staff and El Molino Principal Matt Dunkle for handling the situation with the power outage that took place. The Russian River Rotary function was a great success. Superintendent Keller commended the government classes and staff for their voter education evening. The District will host the first Annual West County Business Breakfast which will be held on Tuesday, November 15 at El Molino High School.

## Minutes – October 19, 2016 – Page 5

- A. WEST COUNTY CHARTER MIDDLE SCHOOL UPDATE – Dr. Steve Charbonneau reported on the Charter Middle School. School will serve grades 7-8. The following items were reviewed:
- Timeline
  - Marketing Materials
  - Design Thinking Approach
  - Communicating to parents about the Design Thinking program
    - Principal will be informed
    - Professional development will be in place
    - Teacher training
  - Website
- The following discussion took place regarding:
- Possibility of 7 period days
  - Design with staff
- The Board thanked the administration for the work in developing this idea and program.
- B. PRESENTATION OF PROPOSITION 39 ENERGY AUDIT FINDINGS AND CONSIDERATION TO SUBMIT THE FINDINGS TO THE CALIFORNIA ENERGY COMMISSION- Jennie Bruneman introduced David Struck, Project Manager from kW Engineering. The following was reviewed:
- Overview
    - Prop 39 Background/Updates
    - Prop 39 Funding
    - Prop 39 Process and Timeline
    - Benchmarking: Utility Assessment
    - Identified Efficiency Measures
    - Recommendations
    - Next Steps
    - Submission of 1<sup>st</sup> EEP to State
    - Contract Scope of Work
    - RFPS for Construction
    - Project Implementation
    - Final Project Completion Reporting
- Trustee Walker moved to approve to Submit the Findings to the California Energy Commission. Trustee Bruhner seconded the motion. Approved by 5 yes, 0 no. Trustee Landry, yes, Trustee Stecher, yes, Trustee Walker, yes, Trustee Noe, yes, Trustee Bruhner, yes. Student Advisory Vote: Approved by 3 yes, 0 no.
- C. CONSIDERATION OF APPROVAL OF AUTHORIZATION TO ISSUE A REQUEST FOR PROPOSAL (RFP) FOR GENERAL CONTRACTORS AND OR ENERGY SERVICE COMPANIES TO IMPLEMENT PROPOSITION 39 ENERGY AUDIT FINDINGS – Jennie Bruneman reviewed the proposal. Trustee Stecher moved to approve the Authorization to Issue a Request for Proposal (RFP) for General Contractors and or Energy Service Companies to Implement Proposition 39 Energy Audit Findings. Trustee Bruhner seconded the motion. Approved by 5 yes, 0 no. Trustee Landry, yes, Trustee Stecher, yes, Trustee Walker, yes, Trustee Noe, yes, Trustee Bruhner, yes. Student Advisory Vote: Approved by 3 yes, 0 no.
- D. CONSIDERATION OF ACCEPTANCE OF THE EL MOLINO PERFORMING ARTS CENTER UPDATE AND RECOMMENDATIONS – Jennie Bruneman reviewed the decision of the board and the board direction to reconvene the Performing Arts Center Committee and proceed forward with a design for a multiphase project. The following items were reviewed:
- Reducing the size of the committee
  - Multi phase project

## Minutes – October 19, 2016 – Page 6

Trustee Bruhner moved to Accept the El Molino Performing Arts Center Update and Recommendations. Trustee Stecher seconded the motion. A discussion took place regarding the following:

- Invite a board member at key point of meetings
- Invite environmental studies program
- Glad to have the process started
- Recommend a student on the committee
- Report of communication, progress reports to the broader group

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

- E. CONSIDERATION OF APPROVAL OF NAMING THE ANALY HIGH SCHOOL STADIUM – Dr. Steven Kellner gave a brief update on the process of naming facilities. Dr. Kellner introduced Jill Champion. Ms. Champion gave a brief proposal to name the Analy stadium the Chip Castleberry Stadium at Karlson Field. Trustee Walker moved to approve the Naming of the Analy High School Stadium to Chip Castleberry Stadium at Karlson Field. Trustee Landry seconded the motion. Approved by 5 yes, 0 no. Trustee Landry, yes, Trustee Stecher, yes, Trustee Walker, yes, Trustee Noe, yes, Trustee Bruhner, yes. Student Advisory Vote: Approved by 2 yes, 0 no, 1 absent.

- F. CONSIDERATION OF APPROVAL OF MONTHLY BUDGET UPDATE FOR 2016-17 – Logan Martin reviewed the Monthly Budget Update for 2016-17. Trustee Landry moved to approve the Monthly Budget Update for 2016-17. Trustee Bruhner seconded the motion. A brief discussion took place regarding the purchase of a bus pass. Approved by 4 yes, 0 no, 1 absent. Trustee Landry, yes, Trustee Stecher, yes, Trustee Walker, absent, Trustee Noe, yes, Trustee Bruhner, yes. Student Advisory Vote: Approved by 2 yes, 0 no, 1 absent.

- G. CONSIDERATION FOR APPROVAL OF SUSPENSION OF DEVELOPER FEE'S – Logan Martin reviewed the suspension of developer fees. Trustee Bruhner moved to approve the Suspension of Developer Fee's. Trustee Stecher seconded the motion. A brief discussion took place regarding:

- Possibility of developers taking this opportunity to build affordable housing in the west county
- Amount of developer fees collected
- Possibility of an affordable housing incentive
- Study would need to be done if there is a need to reinstate the developer fees

Approved by 4 yes, 0 no, 1 absent. Trustee Landry, yes, Trustee Stecher, yes, Trustee Walker, absent, Trustee Noe, yes, Trustee Bruhner, yes. Student Advisory Vote: Approved by 2 yes, 0 no, 1 absent.

- H. CONSIDERATION OF APPROVAL OF UPDATE TO THE PARCEL TAX PLAN FOR 2016-17 – Logan Martin reviewed the update to the Parcel Tax Plan for 2016-17. Trustee Landry moved to approve the Update to the Parcel Tax Plan for 2016-17. Trustee Bruhner seconded the motion. Approved by 5 yes, 0 no. Trustee Landry, yes, Trustee Stecher, yes, Trustee Walker, yes, Trustee Noe, yes, Trustee Bruhner, yes. Student Advisory Vote: Approved by 2 yes, 0 no, 1 absent.

- I. REPORT ON THE WILLIAMS ACT AND SUFFICIENCY OF INSTRUCTIONAL MATERIALS – Dr. Steve Charbonneau reported on the Williams Act and Sufficiency of Instructional Materials. The following items were reviewed:

- The district's responsibility for instructional materials under the Williams Act
- The district's role in regards to ancillary materials that support student learning
- The main sources of funding that are there for the purchase of instructional materials

- Other revenue sources that could fund the purchase of instructional materials
- Donation Accounts
- Other Potential Revenue Sources

J. CONSIDERATION OF APPROVAL OF NETWORK INFRASTRUCTURE UPGRADE PLAN - Dr. Steven Kellner introduced Mark Ballard and Lynnette Cowsert. The following presentation took place: Last network upgrades - Summer 2008

- What's happening now
- Current District Needs
- Replace network fiber
- Replace all the 8 year old network switches
- New connections to SCOE
- New connection between El Molino and Analy
- Additional WiFi access points
- Address and replace aging site servers
- Investigate phone system update
- Additional Chrome books for classrooms
- Distance Learning capabilities
- Possibility of WiFi on the busses, busses uses satellite capability, WCTA investigating
- Timeline

Trustee Landry moved to approve the Network Infrastructure Upgrade Plan. Trustee Stecher seconded the motion. Approved by 5 yes, 0 no. Trustee Landry, yes, Trustee Stecher, yes, Trustee Walker, yes, Trustee Noe, yes, Trustee Bruhner, yes. Student Advisory Vote: Approved by 2 yes, 0 no, 1 absent.

K. FIRST READING OF RECOMMENDED REVISIONS TO BOARD POLICY AND ADMINISTRATIVE REGULATION 3470 TRAVEL AND REIMBURSEMENT – Logan Martin reviewed the revisions. The Board recommended this item be brought back to the Consent Calendar.

L. CONSIDERATION OF APPROVAL OF RESOLUTION #4.OCT.2016-2017 IN THE MATTER OF THE ELIMINATION OF CERTAIN POSITIONS IN THE CLASSIFIED CONFIDENTIAL/SUPERVISORY SERVICE AND DIRECTING NOTIFICATION OF CLASSIFIED (CONFIDENTIAL/SUPERVISORY) EMPLOYEE – Mia Del Prete reviewed the resolution. Trustee Walker moved to approve Resolution #4.OCT.2016-2017 in the Matter of the Elimination of Certain Positions in the Classified Confidential/Supervisory Service and Directing Notification of Classified (Confidential/Supervisory) Employee. Trustee Stecher seconded the motion. A brief discussion took place regarding:

- How will this impact Jennie Bruneman, Director of Maintenance and Operations
- Talked with administration regarding implications, there will be some modifications

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

M. CONSIDERATION OF APPROVAL OF RESOLUTION #5.OCT.2016-2017 TO APPROVE AGREEMENT BETWEEN THE STATE OF CALIFORNIA, DEPARTMENT OF REHABILITATION (DOR) AND THE WEST SONOMA COUNTY UNION HIGH SCHOOL DISTRICT - Logan Martin reviewed the contract and the resolution. Trustee Landry moved to Approve Resolution #5.OCT.2016-2017 to Approve Agreement Between the State of California, Department of Rehabilitation (DOR) and the West Sonoma County Union High School District. Trustee Walker seconded the motion. The following discussion took place regarding:

- Cost to the District
- How many students served and what populations

**Minutes – October 19, 2016 – Page 8**

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

**V. FUTURE AGENDA ITEM**

- A. MONTHLY PERFORMING ARTS CENTER UPDATE – NOVEMBER 16, 2016
- B. FIRST READING OF THE 2017 BOARD CALENDAR – NOVEMBER 16, 2016
- B. REORGANIZATION OF THE BOARD - DECEMBER

**VI. ADJOURNMENT The meeting was adjourned at 9:06 p.m.**



**Minutes – October 19, 2016 – Page 9**

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 16<sup>th</sup> day of November, 2016.

[Signature]