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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, April 12, 2017  
El Molino High School Library  
7050 Covey Road  
Forestville, CA 95436

**5:00 p.m. Open Session**  
**5:05 p.m. Closed Session**  
**6:30 p.m. Open Session \*\*PLEASE NOTE START TIME\*\***

#### **I. PRELIMINARY**

- A. CALL TO ORDER – The meeting was called to order at 5:00 p.m.
- B. ROLL CALL
  - Present
  - Absent
  - Ted Walker, President
  - David Stecher, Vice-President
  - Lori Bruhner, Clerk
  - Diane Landry, Trustee
  - Kellie Noe, Trustee
  - Dr. Steven Kellner, Superintendent
  - Stephanie Lovrin, Analy High School Student
  - Samantha Hennen, El Molino High School Student Representative
  - Brenna Whitehead, Laguna High School Student
- 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. CONSIDERATION OF INTRADISTRICT OR INTERDISTRICT ATTENDANCE OR OTHER ACTION (OTHER THAN DISCIPLINE) WHERE PUBLIC CONSIDERATION WOULD BE IN VIOLATION OF THE STUDENT RECORDS ACT (ED CODE SECS. 35146 AND 48912(B)) CASES #2-(17-18), #3-(17-18), #4-(17-18), #5-(17-18)
  - 2. HEARING TO CONSIDER / DELIBERATIONS REGARDING THE EXPULSION OF STUDENT (ED. CODE SEC. 48918(C)) CASES #5-(16-17), #6-(16-17), #7-(16-17)
  - 3. EVALUATION:
    - a. Superintendent

**Minutes – April 12, 2017 – Page 2**

- E. RECONVENE TO OPEN SESSION – The meeting was reconvened at 6:36 p.m.
- F. PLEDGE OF ALLEGIANCE – Kirsten Sanft led the Pledge of Allegiance.
- G. APPROVAL OF THE AGENDA – Trustee Bruhner moved to approve the Agenda. Trustee Landry seconded the motion. Approved by 5 yes, 0 no. Student Advisory Vote: Approved by 1 yes, 0 no, 2 absent. Trustee Noe, yes, Trustee Landry, yes, Trustee Bruhner, yes, Trustee Stecher, yes, Trustee Walker, 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 – The following addressed the Board regarding funding for the Analy Band program.
- Chris Bramham
  - Denise Zukowski
  - Kelly Stewart
- I. CONSENT CALENDAR – Trustee Stecher moved to approve items 1-9 and 11 on the Consent Calendar. Trustee Landry seconded the motion. A discussion took place regarding item 10.
- How the student selection takes place
  - Outreach to all students and all transportation needs
  - Great pilot program.
- Trustee Landry moved to approve item 10. Trustee Stecher seconded the motion. Approved by 5 yes, 0 no. Student Advisory Vote: Approved by 1 yes, 0 no, 2 absent. Trustee Noe, yes, Trustee Landry, yes, Trustee Bruhner, yes, Trustee Stecher, yes, Trustee Walker, yes.
1. CONSIDERATION OF APPROVAL OF THE MARCH 8, 2017 AND MARCH 29, 2017 BOARD MEETING MINUTES
  2. CONSIDERATION OF APPROVAL OF OVERNIGHT FIELDTRIP REQUESTS
  3. CONSIDERATION OF APPROVAL OF SUPERINTENDENTS RATIFICATION OF OVERNIGHT FIELDTRIP REQUEST
  4. CONSIDERATION OF APPROVAL OF DONATIONS
  5. CONSIDERATION OF APPROVAL OF WARRANT REGISTERS MARCH 2, 2017 THROUGH APRIL 5, 2017
  6. CONSIDERATION OF APPROVAL OF JOB DESCRIPTION INTERN SCHOOL PSYCHOLOGIST
  7. CONSIDERATION OF APPROVAL OF QUARTERLY WILLIAMS UNIFORM COMPLAINT REPORT
  8. CONSIDERATION OF APPROVAL OF EMPLOYMENT AGREEMENT BETWEEN WEST SONOMA COUNTY UNION HIGH SCHOOL DISTRICT (WSCUHSD) AND 2017 SUMMER SCHOOL PRINCIPAL
  9. CONSIDERATION OF APPROVAL OF SUBMISSION OF REQUEST FOR ALLOWANCE OF ATTENDANCE DUE TO EMERGENCY CONDITIONS (FORM J-13A) - REVISED
  10. CONSIDERATION OF APPROVAL OF PROPOSED MEMORANDUM OF UNDERSTANDING BETWEEN THE COUNTY OF SONOMA AND WEST SONOMA COUNTY UNION HIGH SCHOOL DISTRICT FOR SAFE ROUTES TO SCHOOL PILOT PROGRAM
  11. CONSIDERATION OF APPROVAL OF STANDARD AGREEMENT BETWEEN THE OFFICE OF ADMINISTRATIVE HEARINGS (OAH) AND WEST SONOMA COUNTY UNION HIGH SCHOOL DISTRICT
- J. ACTION ON ITEMS HEARD IN CLOSED SESSION
1. CONFIDENTIAL STUDENT MATTERS – Trustee Bruhner moved to uphold the recommendations of the Appeal Panel in cases #2-(17-18), #3-(17-18), #4-(17-18) and #5-(17-18). Trustee Noe seconded the motion. Approved by 5 yes, 0 no. Trustee Noe, yes, Trustee Landry, yes, Trustee Bruhner, yes, Trustee Stecher, yes, Trustee Walker, yes.

## Minutes – April 12, 2017 – Page 3

2. STUDENT DISCIPLINE – Trustee Bruhner moved to uphold the recommendations of the Administration in Student Discipline Cases #5-(16-17), #6-(16-17) and #7-(16-17). Trustee Stecher seconded the motion. Approved by 5 yes, 0 no. Trustee Noe, yes, Trustee Landry, yes, Trustee Bruhner, yes, Trustee Stecher, yes, Trustee Walker, yes.
3. ACTION TAKEN – None reported

## II. COMMUNICATION

- A. VERBAL - None
- B. WRITTEN – Dr. Kellner reported receiving two communications, one from Congressman Jared Huffman and an invitation to the Memorial Day Concert in Washington D.C. for Analy and El Molino High Schools.
  - Trustee Walker reported the Board has received communication from parents at Analy High School regarding the video program.

## III. REPORTS

- STUDENT REPRESENTATIVES

Samantha Hennen, El Molino High School Representative reported the Bob Burkes fundraiser was a success. The leadership class is working on the arrangements for the Prom. Senior activities are being planned; the senior gift to the school is a new water bottle station. El Molino held a talent show. The ASB elections are underway. The Easing Into El Molino has been a good program this year. Students are busy picking new classes for next year. El Molino held their first blood drive.

Stephanie Lovrin, Analy High School Representative - Absent

Brenna Whitehead, Laguna Student Representative - Absent

- ASSOCIATION REPRESENTATIVES

Mark Ballard, CSEA President – No report

Bill Olzman, WSCTA President reported he will not be the president of the teachers association next year. This year he has experienced the most collaborative relationships across the district with everyone is working together. Work includes keeping programs at our schools and excited about the continuing work. The district is committed to improving instruction. Mr. Olzman reported he looks forward to working with all of you.

- PRINCIPALS

Matt Dunkle, El Molino Principal reported it is a very busy time of year. This past Sunday the 5k Shock Run was held to raise money for an AED device for the athletic department. The El Molino Foundation has been created through the El Molino Boosters. Mr. Dunkle reported he is happy about the donation of the audio speaker. Mr. Dunkle thanked Mary Fricker for all the hard work on the Lions Lines. El Molino held the first ever blood drive. The El Molino band will perform at the LBC with the El Molino Choir, 6:30 p.m.

Kent Cromwell, Laguna Principal reported enrollment is at 104. Mr. Cromwell reported it is nice to see full classrooms. Staff is working hard to ensure seniors are ready to graduate. Mr. Cromwell reported he will be on a WASC visit in a couple of weeks. A lot of work will be taking place at the location of room 8. Since the removal of the building that was damaged, there will be a garden installed. Mr. Maloney will be heading up this project; he is working hard teaching students to graph apple trees. The Teens Work students traveled to Weeks Drilling and Pump to learn the behind the scenes operations. The Sebastopol Kiwanis Club has been working hard to help rebuild the clothing closet, it is all remodeled and a grand opening of the clothing closet is coming up. This Friday is the Overcoming Obstacles program with the Rotary. Mr. Cromwell reported Brenna Whitehead could not make it today due to her involvement with the Rainbow Girls camping trip.

## Minutes – April 12, 2017 – Page 4

Raul Guerrero, Analy Principal reported about fifty were in attendance at the Analy immigration forum, it was a great turnout. March 31, Analy held a movie night featuring Selma, a panel discussion was held and there were at least sixty in attendance. Last Friday Analy held the first West County Business Breakfast, we had a performance from the choir, FFA students, Project Make and Video presented as well. The Analy staff held a memorial for Lynnette Williamson. Analy High School was voted best public high school in West County by the Bohemian paper. We are in the middle of CAASPP testing this week. The Bob Burkes fundraiser was last Saturday, it was a great success. The Analy Band has been invited to perform in Washington D.C. Mr. Guerrero reported he was invited to attend a luncheon with the Sons of Retirement.

Kirsten Sanft, West County Charter Middle School Principal introduced herself to the Board. Ms. Sanft reported she excited to join the West County team. She was able to attend a meet and greet last month which was a huge success with a great turn out. The next public event is Wednesday, May 3 with a design thinking challenge. Ms. Sanft reviewed, design thinking is a method of problem solvers; build a creative out of the box solution. Everyone is invited to participate that evening. Ms. Sanft reported her first day on campus will be next Tuesday to talk to prospective students for next year. We are excited to have great candidate for the core teachers.

- **BOARD MEMBERS**

- Becky Hopper Award Committee Trustee Noe and Trustee Landry volunteered to be the committee.
- Senior Awards – A discussion took place regarding which trustees can attend the awards.
  - El Molino - Tuesday, May 16 @ 6:30 p.m. Trustee Landry, Trustee Stecher, and Trustee Walker are able to attend.
  - Analy – Wednesday, May 24 @ 6:00 p.m. Trustee Landry, Trustee Stecher, Trustee Walker, Trustee Noe and Trustee Bruhner are able to attend.
- Graduation Ceremonies
  - Laguna – Friday, June 2 @ 10:00 a.m. Trustee Landry, Trustee Walker, Trustee Stecher, Trustee Noe and Trustee Bruhner will be able to attend.
  - Analy – Friday, June 2 @ 5:30 p.m. Trustee Bruhner, Trustee Stecher and Trustee Walker and Superintendent Kellner will attend.
  - El Molino – Friday, June 2 @ 6:30 p.m. Trustee Landry, Trustee Noe and Assistant Superintendent Charbonneau will attend.

Trustee Noe - No report

Trustee Landry reported she has been able to attend a number of activities. Trustee Landry was excited to see Dr. Charbonneau at the ELAC meeting showing the LCAP plan to the parents. She attended Into the Woods at Analy, the meet and greet at the West County Charter Middle School, and the Analy Business Breakfast.

Trustee Bruhner reported she was able to attend Into the Woods. Trustee Bruhner reported she was able to attend a fundraiser for Elsie Allen, it was very nice and she liked the ideas they used for their fundraiser. Trustee Bruhner reported she was also lucky enough to have a conversation with Congressman Thompson.

Trustee Stecher reviewed that there are a lot of things going on this time of year. He was able to attend the meet and greet and reported it was very interesting watching the middle school launch. Trustee Stecher reported Lynnette Williamsons memorial service was very moving, with a true sense of community.

Trustee Walker reported Lynnette Williamsons memorial service was very touching and moving. Trustee Walker reported he was able to see Into the Woods at Analy.

**Minutes – April 12, 2017 – Page 5**

- SUPERINTENDENT – Dr. Steven Kellner reported he was able to be a part of the Sonoma State Community Advisory Board. Dr. Kellner reported he attended a great breakfast with Santa Rosa Symphony who is supporting music for our schools. Dr. Kellner was honored to present at the Sebastopol Sunrise Rotary, it was a great opportunity. Dr. Kellner is thankful for the Sebastopol Rotary for supporting the Overcoming Obstacles Program. Dr. Kellner gave an update on the duties as the Special Education Director for the District with SELPA and the Consortium.
- Dr. Steve Charbonneau gave an update on the enrollment count for students pre-enrolled at the middle school, 75, and 25 are fresh faces from outside the district.

**IV. DISCUSSION /ACTION**

- A. CONSIDERATION OF APPROVAL OF MONTHLY BUDGET UPDATE FOR 2016-17 – Dr. Steven Kellner reviewed the Monthly Budget Update for 2016-17. Trustee Noe moved to approve the Monthly Budget Update for 2016-17. Trustee Bruhner seconded the motion. Approved by 5 yes, 0 no. Student Advisory Vote: Approved by 1yes, 0 no, 2 absent. Trustee Noe, yes, Trustee Landry, yes, Trustee Bruhner, yes, Trustee Stecher, yes, Trustee Walker, yes.
- B. LOCAL CONTROL ACCOUNTABILITY PLAN (LCAP) UPDATE AND COMMUNITY INPUT – Dr. Steve Charbonneau gave an update on the LCAP. The following items were reviewed.
  - Involvement in reporting on current LCAP
  - Articulation with ELAC and School Site Councils
  - Charter School LCAP
  - Process will require community input
  - LCAP is a monthly update you can speak to the music program during this time
  - LCAP approval will be on the June agenda
  - Continuous process working on the LCAP, time intensive
- C. MONTHLY EL MOLINO HIGH SCHOOL PERFORMING ARTS CENTER UPDATE – Jennie Bruneman gave an update on the Performing Arts Center. The committee met last Monday. All committee members attended the beginning of meeting to review and update the plans then it broke out with a smaller committee for design development. This group reviews the specific input from staff, very detailed conversations. An update will be presented in June. A brief discussion took place regarding the clarification of the size of the committee. Ms. Bruneman noted that Ginger Beavers did resign from the committee; an alternate will be joining the meetings.
- D. CONSIDERATION OF APPROVAL OF CONSULTANT CONTRACT WITH ORBACH HUFF SUAREZ AND HENDERSON LLP FOR LEGAL SERVICE FOR LEASE LEASE BACK FOR THE EL MOLINO PERFORMING ARTS CENTER PROJECT – Jennie Bruneman reviewed the recommendation. Trustee Noe moved to approve the Consultant Contract with Orbach Huff Suarez and Henderson LLP for Legal Service for Lease LeaseBack for the El Molino Performing Arts Center Project. Trustee Stecher seconded the motion. A discussion took place regarding contract amount for the consultant. Approved by 5 yes, 0 no. Student Advisory Vote: Approved by 1 yes, 0 no, 2 absent. Trustee Noe, yes, Trustee Landry, yes, Trustee Bruhner, yes, Trustee Stecher, yes, Trustee Walker, yes.
- E. CONSIDERATION OF APPROVAL OF DECLARATION OF NEED FOR FULLY QUALIFIED EDUCATORS – Mia Del Prete reported this is a routine item brought to the board every year in preparation for the next school year. Trustee Landry moved to approve the Declaration of Need for Fully Qualified Educators. Trustee Bruhner seconded the motion. Discussion took place regarding the intern position. Approved by 5 yes, 0 no. Student Advisory Vote: Approved by 1 yes, 0 no, 2 absent. Trustee Noe, yes, Trustee Landry, yes, Trustee Bruhner, yes, Trustee Stecher, yes, Trustee Walker, yes.

## Minutes – April 12, 2017 – Page 6

- F. UPDATE FROM THE HUMAN RESOURCES OFFICE – Mia Del Prete gave a presentation and update from the Human Resources Department. The following items were reviewed: Always the worst case scenario is presented in March. The Board has to take action on the resolution prior to March 15. The District did not have all the requests in for leaves of absences.

Since March 8 meeting:

- ✓ Approved the PARS incentive
- ✓ Accepted 6 retirement this June
- ✓ Approved 8 certificated partial leaves
- ✓ Accepted 14 retirement for next school year
- ✓ Able to rehire several teachers back
  - All information was verbally discussed with employees

As of today not being able to restore some of the positions

- ❖ .25 School nurse
- ❖ .6 Math does not look like it will be restored
- ❖ .2 Woodshop not anticipating to restore
- ❖ 1.2 Independent Study not going to be restored
- ❖ .4 Culinary Arts eliminated sections at Analy, will be moved to Middle School
- ❖ .2 Counseling based on enrollment not restored
- ❖ Video - agreed to see some version of video come back to Analy, working to restore some of the sections, something that would be attractive to candidates

A discussion took place regarding: Impact of partial leaves of absences, have staff look at that possible ways to react to make it a bit easier. Will be talking to the association about this process.

Next Steps:

- Continue to work with site administrators
- Complete interview/hiring process
- Offered employment for science, math and social science teachers for middle school
- Recruit early Fall 2017 for the positions we need to replace, start recruitment early
- Looking to the May Revise
- Keep moving forward

- G. CONSIDERATION OF APPROVAL OF RESOLUTION #14.APRIL.2016-2017 DECLARING MAY 3, 2017 EMPLOYEE APPRECIATION DAY FOR WEST SONOMA COUNTY UNION HIGH SCHOOL DISTRICT - Dr. Steven Kellner reported on the resolution. Dr. Kellner reported we have outstanding employees; we will be going out to our sites to thank them on May 3. Trustee Noe moved to approve the Resolution #14.APRIL.2016-2017 Declaring May 3, 2017 Employee Appreciation Day for West Sonoma County Union High School District. Trustee Bruhner seconded the motion. Approved by 5 yes, 0 no. Student Advisory Vote: Approved by 1 yes, 0 no, 2 absent. Trustee Noe, yes, Trustee Landry, yes, Trustee Bruhner, yes, Trustee Stecher, yes, Trustee Walker, yes.

- H. CONSIDERATION OF APPROVAL OF PROPOSED MEMORANDUM OF UNDERSTANDING BETWEEN THE COUNTY OF SONOMA AND WEST SONOMA COUNTY UNION HIGH SCHOOL DISTRICT FOR INFORMATION SHARING – Dr. Steven Kellner reported we had a good discussion at the March meeting regarding the MOU. Thank you to the County of Sonoma team, they took the feedback around security issues into consideration. The information is included in the MOU. Trustee Stecher moved to approve the Memorandum of Understanding Between the County of Sonoma and West Sonoma County Union High School District for Information Sharing. Trustee Landry seconded the motion.

A discussion took place regarding the following:

- Concerned with data security and social profiling, will vote No
- Clarification on the impact at the school sites, and the gathering of the data
- Concerns with time it is going to take to gather information
- District business is first, we will be able to set terms of this work

**Minutes – April 12, 2017 – Page 7**

- Need to evaluate if this is having a negative impact on our employees and ability to cope with the work load
- Parent / student can opt out of information sharing
- Retain agreement through district policy, needs to be a specific policy and tailored through the registration process
- Need to collect the data in order to go forward
- Move ahead and watch very carefully
- Data systems are held to safe strict standards as school information is, it is good to add specific parameters
- There is a clause for a thirty day termination in the MOU
- Opt out form could be part of the PAN district wide
- Against sharing data, data used for marketing
- Take the MOU to the public
- How much of the data is seriously useful
- Seriously consider the information that will be shared
- Would you consider an amendment with an opt out clause
- Data has already been collected and electronically submitted every year, this is a use of that data for our own evaluation process
- This is not new data
- Balance between direct resources and indirect resources, government want to see the outcomes

Trustee Stecher amended the motion to Approve the Proposed Memorandum of Understanding Between the County of Sonoma and West Sonoma County Union High School District for Information Sharing with conditions to develop a suitable opt out prior to the fall enrollment and one year after implementation to be brought back for review by the Board. Trustee Landry seconded the motion. Approved by 3 yes, 1 no, 1 abstain. Student Advisory Vote: Approved by 0 yes, 0 no, 1 abstain.

**V. FUTURE AGENDA ITEM**

- A. LOCAL CONTROL ACCOUNTABILITY PLAN (LCAP) WORKSHOP – APRIL 26
- B. RECOGNITION OF STUDENT REPRESENTATIVES – MAY 10
- C. RECOGNITION OF RETIRING EMPLOYEES – MAY 10
- D. BECKY HOPPER AWARD – MAY 10
- E. PRESENTATION FROM THE NORTH COAST SCHOOL OF EDUCATION

**VI. ADJOURNMENT – The meeting was adjourned at 8:40 p.m.**

**Minutes – April 12, 2017 – Page 8**

Respectfully submitted by Executive Secretary Karen Lamb

  
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Approved and entered into the official minutes of West Sonoma County Union High School District on this 10<sup>th</sup> day of May, 2017

  
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