

*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, June 28, 2017  
El Molino High School Library  
7050 Covey Road  
Forestville, CA 95436

**5:00 p.m. Open Session**  
**5:05 p.m. Closed Session**  
**6:00 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
  - Ted Walker, President
  - David Stecher, Vice-President
  - Lori Bruhner, Clerk
  - Diane Landry, Trustee
  - Kellie Noe, Trustee
  - Dr. Steven Kellner, Superintendent
  - Absent
- 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): TEACHERS, CERTIFICATED/CLASSIFIED/ADMINISTRATORS, ACCOUNTANT/ANALYST, CAMPUS SUPERVISOR, BEHAVIOR ASSISTANT, SECRETARY II
  - 2. OTHER PUBLIC EMPLOYMENT  
Title(s): TEACHERS
  - 3. PUBLIC EMPLOYEE - DISCIPLINE/DISMISSAL/RELEASE (GOV. CODE SEC. 54957) Title(s):
  - 4. CONFERENCE WITH LEGAL COUNSEL ANTICIPATED LITIGATION SIGNIFICANT EXPOSURE TO LITIGATION (Government Code Section 54956.9)(E)(2) NUMBER OF POTENTIAL CASE(S): ONE

**Minutes – June 28, 2017 – Page 2**

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

EMPLOYEE ORGANIZATION:

AGENCY NEGOTIATORS:

Represented Employees:

WSCTA	Dr. Steven Kellner
CSEA	Dr. Steven Kellner

Unrepresented Employees:

Confidential/Supervisory	Dr. Steven Kellner
Management	Dr. Steven Kellner
Superintendent	Ted Walker

- E. RECONVENE TO OPEN SESSION – Reconvened to Open Session at 6:33p.m.
- F. PLEDGE OF ALLEGIANCE – Jim Walton led the Pledge of Allegiance.
- G. APPROVAL OF THE AGENDA – Trustee Stecher moved to approve the Agenda. Trustee Landry seconded the motion. Approved by 3 yes, 0 no, 2 absent. Trustee Noe, absent, Trustee Landry, yes, Trustee Bruhner, absent, 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 - None
- I. CONSENT CALENDAR – Trustee Stecher moved to approve the Consent Calendar. Trustee Landry seconded the motion. Approved by 4 yes, 0 no, 1 absent. Trustee Noe, absent, Trustee Landry, yes, Trustee Bruhner, yes, Trustee Stecher, yes, Trustee Walker, yes.
  - 1. CONSIDERATION OF APPROVAL OF THE MAY 15, 2017 AND MAY 30, 2017 BOARD MEETING MINUTES
  - 2. CONSIDERATION OF APPROVAL OF DONATIONS
  - 3. CONSIDERATION OF APPROVAL OF WARRANT REGISTERS JUNE 7, 2017 THROUGH JUNE 20, 2017
  - 4. CONSIDERATION OF APPROVAL OF CONTRACT WITH AVID INC.
  - 5. CONSIDERATION OF APPROVAL OF AGRICULTURAL CAREER TECHNICAL EDUCATION INCENTIVE GRANT APPLICATIONS FOR 2017-2018
  - 6. CONSIDERATION OF APPROVAL OF RECOMMENDED REVISIONS TO BOARD POLICY AND ADMINISTRATIVE REGULATIONS
    - BOARD POLICY 5030 STUDENT WELLNESS
    - ADMINISTRATIVE REGULATION 3554 OTHER FOOD SALES
  - 7. CONSIDERATION OF APPROVAL OF REVISED JOB DESCRIPTION FOR STUDENT INFORMATION AND DATA SYSTEM COORDINATOR
  - 8. CONSIDERATION OF APPROVAL OF THE BILINGUAL PARAEDUCATOR JOB DESCRIPTION
  - 9. CONSIDERATION OF APPROVAL OF THE DISTRICT OFFICE SECRETARY JOB DESCRIPTION
  - 10. CONSIDERATION OF APPROVAL OF PROPOSED BOARD POLICY AND ADMINISTRATIVE REGULATION 5141.52 SUICIDE PREVENTION
  - 11. CONSIDERATION OF APPROVAL OF PROPOSED REVISIONS TO BOARD BYLAW 9323 MEETING CONDUCT
  - 12. CONSIDERATION OF APPROVAL OF RECOMMENDED REVISIONS TO BOARD POLICY 2122 SUPERINTENDENT’S CONTRACT
  - 13. CONSIDERATION OF APPROVAL OF RECOMMENDED REVISIONS TO BOARD POLICY 5131.7 WEAPONS AND DANGEROUS INSTRUMENTS
  - 14. CONSIDERATION OF APPROVAL OF CONSOLIDATED APPLICATION FOR FUNDING FOR 2017-2018

**Minutes – June 28, 2017 – Page 3**

J. ACTION ON ITEMS HEARD IN CLOSED SESSION

1. ACTION TAKEN- Trustee Bruhner moved to approve the Closed Session Report. Trustee Stecher seconded the motion. Approved by 4 yes, 0 no, 1 absent. Trustee Landry, absent, Trustee Noe, yes, Trustee Stecher, yes, Trustee Bruhner, yes, Trustee Walker, yes.

Certificated Administrators Employment Contracts:

Lindsey Apkarian, AHS Vice-Principal II  
Dani Barese, EMHS Vice-Principal II  
Kent Cromwell, LHS Principal  
Kathryn Davy, Special Education Consortium Director  
Matt Dunkle, EMHS Principal  
Shauna Ferdinandson, AHS Vice-Principal  
Raul Guerrero, AHS Principal

Sally Finch, 1.0 FTE EMHS Math Teacher, effective August 10, 2017  
Katie Benson, 1.0 FTE AHS English Teacher, effective August 10, 2017

Classified Management Employment Contracts:

- ✓ Jennie Bruneman, Director of Facilities, Maintenance & Operations
- ✓ Mia Del Prete, Human Resources Manager

Jeanine Thibeau, .10 FTE District Office Accountant/Analyst, effective July 1, 2017

Maureen Santori, 1.0 FTE WCMS Secretary II, effective August 1, 2017

Certificated

Resignation/Retirement from Betsy Amirkhan, 1.0 FTE AHS Math Teacher, effective June 20, 2017

**II. COMMUNICATION**

A. VERBAL

- B. WRITTEN – Dr. Kellner reported receiving a letter from the Department of Education regarding the approved 17-18 Perkins Grants.

The Trustees signed a letter addressed to Senator Feinstein and Senator Harris regarding strongly opposing healthcare reform provisions that would radically change the existing Medicaid funding structure and repeal the Medicaid expansion that has helped California’s schools provide necessary health services to our state’s children.

**III. REPORTS**

• ASSOCIATION REPRESENTATIVES

Joel Stickel, WSCTA Co-President - No Report

• BOARD MEMBERS

Trustee Noe - No report. Trustee Noe wished everyone a nice summer, and thanked everyone for their hard work.

Trustee Landry, thanked everyone for all their hard work during the year.

Trustee Bruhner – No report

Trustee Stecher reported it has been an interesting year. See everyone back in August and enjoy the summer.

Trustee Walker reported he took staff out to a thank you lunch. Trustee Walker thanked everyone for all their hard work.

• SUPERINTENDENT

Dr. Kellner reported last week he attended a Leadership Summer Institute learning opportunity, with 45 Superintendents across the state. Dr. Kellner reported the state budget was approved 26 hours ago. There is one time money being withheld from the district until 2018.

IV. DISCUSSION /ACTION

- A. UPDATE ON THE EL MOLINO HIGH SCHOOL PERFORMING ARTS CENTER, AND AUTHORIZATION TO SUBMIT PLANS TO THE DIVISION OF STATE ARCHITECT – Jennie Bruneman introduced Steve Kwok from QKA.

The following items were reviewed:

Project Status Update

- Currently finishing construction documents
- DSA submittal
- Updated cost

Changes

- Move Building 5' to the North
- Added Fire Sprinklers to Building A
- Simplified HVAC Systems for Acoustics
- Removed Acoustical Drapes and Added Sound Panels
- Switched Automated Thrust Stage to Manual Thrust

Plans were reviewed:

SD Cost Estimate

Schedule of the Project

A discussion took place regarding:

Blueprint for a twelve foot door

Seating capacity is 280

Maximized the head room

Trustee Landry moved to approve the Authorization to Submit Plans to the Division of State Architect. Trustee Bruhner seconded the motion. Approved by 5 yes, 0 no. Trustee Noe, yes, Trustee Landry, yes, Trustee Bruhner, yes, Trustee Stecher, yes, Trustee Walker, yes.

- B. PRESENTATION OF THE ANALY HIGH SCHOOL SITE COUNCIL – Dr. Charbonneau introduced Ellen Houlemard, Analy Teacher. Ms. Houlemard gave a presentation and reviewed the progress of the Analy Site Council for the year.

- C. CONSIDERATION OF APPROVAL OF THE WEST SONOMA COUNTY UNION HIGH SCHOOL DISTRICT BUDGET FOR 2017-2018 – Dr. Steven Kellner reported the budget is as predicted. No changes in the fiscal outlook from 2 weeks ago. Trustee Landry moved to approve the West Sonoma County Union High School District Budget for 2017-2018. Trustee Noe seconded the motion. A discussion took place regarding:

- The transportation costs and increases to transportation.
- Dr. Kellner will be the Vice President of the JPA this coming year
- Meeting with Transportation Director on July 13
- Will report more specifics in August
- One time increase because Santa Rosa joined the JPA, there will be excess cost coming back to JPA in August
- Parcel tax funds comes for approval in October

Approved by 5 yes, 0 no. Trustee Noe, yes, Trustee Landry, yes, Trustee Bruhner, yes, Trustee Stecher, yes, Trustee Walker, yes.

- D. CONSIDERATION OF APPROVAL FOR THE CREATION OF THE BOARD OF EDUCATION BUDGET ADVISORY COMMITTEE - Dr. Steven Kellner reported we know challenging fiscal times are ahead. The District will form a subcommittee of the Board. This subcommittee will work towards recommendations to the full board.

The following discussion took place regarding:

- Changes outside the district control
- Challenge with enrollment
- Know we have total 1.2 million to reduce for the 18/19 school year

## Minutes – June 28, 2017 – Page 5

- Importance of feedback from stakeholders
- Will hold meetings August through November
- Committee chair will be Mary Schafer, CBO and Steve Kellner will Vice Chair. Folks will be encouraged to attend and no limit on who can attend
- Reach out to community and parents
- Anyone is welcome to attend
- Hoping to have committed folks that will continue through the process
- Would like to see meetings publicized
- Goal of the committee is to recommend many options to the board
- Will be a structured committee
- Would like 1 or 2 board members
- Trim the budget without trimming the services
- Make the budget available
- Trustee Stecher volunteered to be on the committee and can rotate with other board members.

Trustee Noe moved to approve the Creation of the Board of Education Budget Advisory Committee. 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.

- E. CONSIDERATION OF APPROVAL OF THE WEST SONOMA COUNTY UNION HIGH SCHOOL DISTRICT (WSCUHSD) 2017-20 LOCAL CONTROL AND ACCOUNTABILITY PLAN - Dr. Steve Charbonneau reported there are no changes since the last meeting. Dr. Charbonneau reviewed the summary of the LCAP and the LCAP goals and expected outcome. A discussion took place regarding:

- English and Spanish, include in the LCAP,
- How it can be embedded in the LCAP template

Trustee Landry moved to approve the West Sonoma County Union High School District (WSCUHSD) 2017-20 Local Control and Accountability Plan. Trustee Bruhner seconded the motion. Approved by 5 yes, 0 no. Trustee Noe, yes, Trustee Landry, yes, Trustee Bruhner, yes, Trustee Stecher, yes, Trustee Walker, yes.

- F. CONSIDERATION OF APPROVAL OF DISTRICT GOALS FOR 2017-18 – Dr. Steve Charbonneau reviewed the 5 LCAP Goals which are the district goals. Goal #6 is community involvement. Trustee Noe moved to approve the District Goals for 2017-18. 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.

- G. CONSIDERATION OF APPROVAL OF 2017-20 LOCAL CONTROL ACCOUNTABILITY PLAN (LCAP) FOR WEST COUNTY CHARTER MIDDLE SCHOOL – Dr. Steve Charbonneau reviewed the LCAP for the West County Charter. Trustee Bruhner moved to approve the 2017-20 Local Control Accountability Plan (LCAP) for the West County Charter Middle School. Trustee Landry seconded the motion. Approved by 5 yes, 0 no. Trustee Noe, yes, Trustee Landry, yes, Trustee Bruhner, yes, Trustee Stecher, yes, Trustee Walker, yes.

- H. CONSIDERATION OF APPROVAL FOR CHARTER MIDDLE SCHOOL JOINT USE AGREEMENT - Dr. Steven Kellner reported on the Joint Use Agreement for the Charter. Dr. Kellner reported the Forestville Board took action and approved last week.

A discussion took place regarding the following:

- Facilities
- Partnering with Forestville
- Ribbon cutting ceremony to be announced

Trustee Noe moved to approve the Charter Middle School Joint Use Agreement. 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.

**Minutes – June 28, 2017 – Page 6**

- I. CONSIDERATION OF APPROVAL OF DISCLOSURE OF COLLECTIVE BARGAINING AGREEMENT WITH THE CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION (CSEA) ANALY AREA CHAPTER #172 IN ACCORDANCE WITH ASSEMBLY BILL 1200 - Dr. Steven Kellner reviewed the contract negotiations. Trustee Stecher moved to approve the Disclosure of Collective Bargaining Agreement with the California School Employees Association (CSEA) Analy Area Chapter #172 in Accordance with Assembly Bill 1200. Trustee Landry seconded the motion. Approved by 5 yes, 0 no. Trustee Noe, yes, Trustee Landry, yes, Trustee Bruhner, yes, Trustee Stecher, yes, Trustee Walker, yes.
- J. CONSIDERATION OF APPROVAL OF SUMMARY OF CONTRACT NEGOTIATIONS AGREEMENT FOR 2016-17 WITH CLASSIFIED SCHOOL EMPLOYEES ASSOCIATION (CSEA) - Mia Del Prete reviewed the Summary Of Contract Negotiations Agreement for 2016-17 with CSEA. Trustee Landry moved to approve the Summary of Contract Negotiations Agreement for 2016-17 with Classified School Employees Association (CSEA). 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.
- K. CONSIDERATION OF APPROVAL OF SUMMARY OF CONTRACT NEGOTIATION AGREEMENT FOR 2016-2017 WITH CONFIDENTIAL EMPLOYEES – Steve Kellner reveied the contract negotiation agreement for 16-17 with confidential employees. Trustee Landry moved to approve the Summary of Contract Negotiation Agreement for 2016-2017 with Confidential Employees. 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.
- L. CONSIDERATION OF APPROVAL OF THE WEST SONOMA COUNTY UNION HIGH SCHOOL DISTRICT’S SUPERINTENDENT’S CONTRACT EFFECTIVE JULY 1, 2017 – Mia Del Prete reported there are new requirements to report a summary of the Superintendents contract. The items were reviewed. A brief discussion took place regarding the salary placement and the county comparison. Trustee Stecher moved to approve the West Sonoma County Union High School district’s Superintendent’s Contract Effective July 1, 2017. 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.
- M. FIRST READING OF RECOMMENDED REVISIONS TO BOARD POLICY AND ADMINISTRATIVE REGULATION 1312.3 UNIFORM COMPLAINT PROCEDURES – Dr. Steven Kellner reviewed the revisions. The Board requested this item be brought back to the Consent Calendar in August.
- N. FIRST READING OF REVISIONS TO THE HUMAN RESOURCES JOB DESCRIPTION – Mia Del Prete reviewed the revisions. The Board re requested this item be brought back to the Consent Calendar in August.
- O. CONSIDERATION OF APPROVAL OF MONTHLY BUDGET UPDATE FOR 2016-17 – Dr. Steven Kellner reviewed the budget update for 2016-17. Trustee Noe moved to approve the Monthly Budge Update for 2016-17. Trustee Bruhner seconded the motion. Approved by 5 yes, 0 no. Trustee Noe, yes, Trustee Landry, yes, Trustee Bruhner, yes, Trustee Stecher, yes, Trustee Walker, yes.
- P. FIRST READING OF RECOMMENDED NEW BOARD POLICY AND ADMINISTRATIVE REGULATION 3230 FEDERAL GRANT FUNDS – Dr. Steven Kellner reviewed the revisions. The Board requested this item be brought back to the Consent Calendar in August.
- Q. FIRST READING OF ADMINISTRATIVE ASSISTANT I JOB DESCRIPTION – Steve Kellner reviewed the revisions. The Board re requested this item be brought back to the Consent Calendar in August.

**V. FUTURE AGENDA ITEM**

- A. APPROVAL OF LEASE LEASEBACK CONTRACT WITH CONTRACTOR (TBD) – AUGUST 16
- B. PRESENTATION FROM THE NORTH COAST SCHOOL OF EDUCATION – SEPTEMBER 13

**VI. ADJOURNMENT – The meeting was adjourned at 7:42 p.m.**

**Minutes – June 28, 2017 – Page 8**

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 August, 2017

[Signature]