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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, August 16, 2017
Analy High School Library
6950 Analy Avenue
Sebastopol, CA 95472

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
 - Ted Walker, President
 - David Stecher, Vice-President
 - Lori Bruhner, Clerk
 - Diane Landry, Trustee
 - Kellie Noe, Trustee
 - Dr. Steven Kellner, Superintendent
- 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, CAMPUS SUPERVISORS, PARAEDUCATORS, COACHES
 - 2. OTHER PUBLIC EMPLOYMENT
Title(s):
 - 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): TWO
 - 5. CONFERENCE WITH LABOR NEGOTIATOR - (Government Code Section 54957.6)

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 – The meeting reconvened at 6: 00 p.m.
- F. PLEDGE OF ALLEGIANCE – Raul Guerrero led the Pledge of Allegiance.
- G. APPROVAL OF THE AGENDA – Trustee Bruhner moved to approve the Agenda. 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.
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 5 yes, 0 no. Trustee Noe, yes, Trustee Landry, yes, Trustee Bruhner, yes, Trustee Stecher, yes, Trustee Walker, yes.
 - 1. CONSIDERATION OF APPROVAL OF THE JUNE 14, 2017 AND JUNE 28, 2017 BOARD MEETING MINUTES
 - 2. CONSIDERATION OF APPROVAL OF SUPERINTENDENTS RATIFICATION OF OVERNIGHT FIELDTRIP REQUEST
 - 3. CONSIDERATION OF APPROVAL OF WARRANT REGISTERS JUNE 21, 2017 THROUGH AUGUST 9, 2017
 - 4. CONSIDERATION OF APPROVAL OF REVISIONS TO BOARD POLICY AND ADMINISTRATIVE REGULATION 1312.3 UNIFORM COMPLAINT PROCEDURES
 - 5. CONSIDERATION OF APPROVAL OF REVISIONS TO THE HUMAN RESOURCES JOB DESCRIPTION
 - 6. CONSIDERATION OF APPROVAL OF ADMINISTRATIVE ASSISTANT I JOB DESCRIPTION
 - 7. CONSIDERATION OF APPROVAL OF NEW BOARD POLICY AND ADMINISTRATIVE REGULATION 3230 FEDERAL GRANT FUNDS
 - 8. CONSIDERATION OF APPROVAL OF CONTRACT FOR PERSONAL SERVICES BETWEEN WEST SONOMA COUNTY UNION HIGH SCHOOL DISTRICT AND BODIL WIBE FOR PHYSICAL THERAPY SERVICES
 - 9. CONSIDERATION OF APPROVAL OF CONTRACT FOR PERSONAL SERVICES BETWEEN WEST SONOMA COUNTY UNION HIGH SCHOOL DISTRICT AND MARY ANN CARPENTER FOR SCHOOL PSYCHOLOGY SERVICES
 - 10. CONSIDERATION OF APPROVAL OF MEMORANDUM OF UNDERSTANDING BETWEEN SONOMA COUNTY SUPERINTENDENT OF SCHOOLS AS THE LOCAL EDUCATIONAL AGENCY FOR THE NORTH COAST TEACHER INDUCTION PROGRAM, PARTICIPATING COUNTY OFFICES OF EDUCATION AND WEST SONOMA COUNTY UNION HIGH SCHOOL DISTRICT

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J. ACTION ON ITEMS HEARD IN CLOSED SESSION

1. ACTION TAKEN – Trustee Bruhner moved to approve closed session items Section 1A. Trustee Landry seconded the motion. Approved by 4 yes, 0 no, 1 abstain. Trustee Noe, yes, Trustee Landry, yes, Trustee Bruhner, yes, Trustee Stecher, abstain, Trustee Walker, yes. Trustee Bruhner moved to approve closed session items Section B and C. 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.

Randy Hall, AHS .80 FTE Multi-Video Teacher, effective August 10, 2017

Lynn Pardo, AHS 1.0 FTE Math Teacher, effective August 10, 2017

Katie Bensen, AHS 1.0 FTE English Teacher, effective August 10, 2017

Sally Finch, EMHS 1.0 FTE Math Teacher, effective August 10, 2017

Sunni Stecher, West County Middle School .50 FTE RSP Teacher, effective August 10, 2017

Brendan Boylan, West County Middle School, 1.0 FTE Math Teacher, effective August 10, 2017

Lisa Farlin, Special Education Consortium, .80 FTE School Psychologist, effective August 10, 2017

Amanda Lott, Special Education Consortium, 1.0 FTE School Psychologist, effective August 10, 2017

Classified

Michelle Pope, 1.0 FTE AHS Librarian II, effective August 1, 2017

Lucas Lindenbusch, AHS Speech/Debate Coach, effective August 10, 2017

James Foster, .875 FTE AHS Campus Supervisor, effective August 10, 2017

Collin Walker, .875 FTE EMHS Campus Supervisor, effective August 10, 2017 Coaches

= Employment contingent upon fingerprint clearance

** = Pending completion of CIF training

Position	AHS	EMHS
Football Varsity Head	James Foster	Randy Parmeter
Assistant		Taylor Galloway
Assistant		Julius Sani
JV Head	Bryan Carter	Jerod Brown
Assistant	Sean Markovich	Dave Ramalia
Frosh Head	Alex Wilson	
Assistant	Daniel Albert	
Volunteers	Ryan Beretta#**	Mike Inzerilla
	Lou Castleberry	Chris Trusendi
	Brian Friedman	Josh Wright#**
	Joe Maloney	
	John Meffred	
	Mike Paggi	
	Will Petersen	
	Jacob Royer#**	
	Rob Royer	
	Dave Visser	
Cross Country Head	Mark Grismer	Richard Govi
Cross Country Assistant	Gustavo Vasquez	Justin Thurman#**
Volleyball Varsity Head	Holly Folendorf	Becky Sani
JV Head	Katie McCollister	Tyler Loundagin
Frosh	Ry Warren	Laura Rewerts
Girls Tennis Varsity Head	Rick Passero	Monty Delozier
Girls Golf Varsity Head	Shelton Key	Bill Olzman
Volunteer	Nicholas Wight#**	John Thomas

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Request from Ryan Steven for a Catastrophic Leave of Absence, effective August 10, 2017
Classified

Resignation from Dane Bissell, AHS .75 FTE Paraeducator, effective June 30, 2017

Retirement from Stevi Carlson, .625 FTE District Special Education Data Technician, effective June 30, 2017

Resignation from Sandra Giles-Bowman, .75 FTE Behavior Assistant, effective August 30, 2017

II. COMMUNICATION

A. VERBAL - None

B. WRITTEN recd letter from Thiesen Home requesting confirmation for a planned sub division in Graton, Recd reply from Senator Diane Feinstein proposed cuts to Medicaid, supported and opposed cuts, recd communication local agency formation directly south village home park

III. REPORTS

• ASSOCIATION REPRESENTATIVES

Mark Ballard, CSEA President reported – no report

Joel Stickel, WSCTA Co-President reported it is nice to be back at school. Mr. Stickel reported the District In Service Day was a good start, it was disappointing to the staff that the breakfast had been eliminated as part of the welcome back. The teachers had good professional development meetings. Mr. Stickel invited the Board to come onto campus and spend time visiting classrooms. Mr. Stickel reported the Back to School Night dinner will be a fundraiser for Ryan Stevens and family.

• PRINCIPALS

Kirsten Sanft, West County Charter Principal reported a Back to School BBQ took place on August 11, with a great turnout. The District In Service Day was a great success. On Wednesday August 23 at 2:30 pm the West County Charter will have their ribbon cutting and mascot unveiling. The students are busy picking a mascot. Ms. Sanft reported that Back to School Night is Thursday September 7 at 6 p.m.

Raul Guerrero Analy High School Principal welcomed everyone to the 17-18 school year, it is off to great start. Enrollment as of now is 1162 with packed classes. Mr. Guerrero reviewed some of the new course offering, baking and pastry class, instrumental music, AVID 11, Ag chemistry and Work Base Learning. Mr. Guerrero thanked Jennie Bruneman and the crew at Analy for assuring the campus was ready for the start of school. Mr. Guerrero thanked Mia Del Prete for all the efforts with hiring staff over the summer. Last Thursday we started with a District Wide Staff Development Day and on Friday the sites continued with meetings and training. Mr. Guerrero reviewed the 30 day challenges he has proposed to the staff. Mr. Guerrero reported the staff was encouraged to write positive messages in chalk at the front of the school welcoming students. The WASC process is underway. Back to School Night is August 31 with a pasta fund raiser for the Stevens family.

Kent Cromwell, Laguna High School Principal reported the Rhinos are back and full of energy. Mr. Cromwell invited the board to come by and take a look at the new portable. Mr. Cromwell thanked Jennie Bruneman for coordinating the installation of the new portable building. Room 8 which was destroyed by a fallen tree has been removed and a beautiful garden has been installed. A big thank you to Joe Maloney who has donated money and a lot of time towards the project. September 14 at 11 am is the Back to School BBQ for Laguna. Mr. Cromwell reported that he has been asked to participate in another WASC in Pacific Grove. Enrollment is in the high seventies.

Matt Dunkle, El Molino High School Principal welcomed everyone back and reported it has been a very busy summer. The El Molino Education Foundation members and students supported the Ironman this year El Molino received \$1500 for their efforts supporting the bike station. The Sonoma County Fair was a huge success for El Molino with 3 grand champions awards. Thank you to Jenifer Clark for her work as the FFA Advisor. El Molino hosted a

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Welcome BBQ for the 9th grade students. Mr. Dunkle thanked Trustee Bruhner and Trustee Walker for attending. Enrollment is steady at 603 students. Mr. Dunkle reported it was a busy day last Friday, with much work from Jolene Johnson and her role to embrace a positive school culture amongst students and colleagues. Thank you to Jennie Bruneman and staff for having the El Molino campus ready for the start of school. Mr. Dunkle thanked Mia Del Prete for all the staffing hires over the summer.

- **BOARD MEMBERS**

Trustee Noe welcomed everyone back and is hopeful everyone got some vacation time to recharge. Trustee Noe reported she is looking forward to exciting school year.

Trustee Landry reported is she very appreciative to be on this Board. Trustee Landry is looking forward to the school year. Trustee Landry reported that she will not be at the September and October Board meetings due to an upcoming surgery.

Trustee Bruhner welcomed everyone back. Trustee Bruhner is excited and looking forward to a positive school year. Trustee Bruhner was able to see the work of teacher, Jolene Johnson with some of her students at the River Concert Series; the students did a fabulous dance. Trustee Bruhner was able to attend the El Molino Welcome Back BBQ, it was the best one she has ever attended. Trustee Bruhner reported our upcoming student board representative attended cheer camp this summer and won a challenge and has been invited to go to London to compete.

Trustee Stecher welcomed back the staff and community members. Trustee Stecher reported he is looking forward to the year.

Trustee Walker welcomed everyone back. Trustee Walker welcomed Kirsten Sanft the WCC Principal. Trustee Walker reported it was great to meet the staff and students at the middle school. Trustee Walker was able to attend the Welcome Back BBQ at El Molino. Trustee Walker reported he will be traveling in a few weeks to see his son get married.

- **SUPERINTENDENT**

Summer School Update – Dr. Steven Kellner thanked Dani Barese and staff for their efforts as summer school. Summer school served 220 students.

Dr. Kellner reported the District has a presence on social media, #westcountypride. Dr. Kellner reported that the District will have an event in October called “One Day West County” the goal is to capture all the great work going on around the District.

Dr. Kellner reported he was able to attend all campuses on opening day and welcomed everyone back.

IV. DISCUSSION /ACTION

- A.

6:40 P.M. PUBLIC HEARING ON SUFFICIENCY OR INSUFFICIENCY OF INSTRUCTIONAL MATERIALS – The Public Hearing was opened at 6:40 p.m. The Public Hearing was closed at 6:41p.m.
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- B. CONSIDERATION OF APPROVAL OF RESOLUTION #1.AUG.2017-2018 ON SUFFICIENCY OR INSUFFICIENCY OF INSTRUCTIONAL MATERIALS – Steve Charbonneau reviewed the resolution. Trustee Landry moved to approve Resolution #1.AUG.2017-2018 On Sufficiency Or Insufficiency Of Instructional Materials. Trustee Bruhner seconded the motion. Approved by 5 yes, 0 no. Roll Call Vote: Trustee Noe, yes, Trustee Landry, yes, Trustee Bruhner, yes, Trustee Stecher, yes, Trustee Walker, yes.
- C. CONSIDERATION OF AWARD OF A LEASE LEASEBACK CONSTRUCTION CONTRACT WITH GCCI INC. FOR THE EL MOLINO PERFORMING ARTS CENTER PROJECT – Jennie Bruneman reported on May 10, 2017 the Board approved the issuance of a Request to Prequalify and for Statement of Qualifications for Preliminary and Construction Services (RFQ) for the El Molino High School Performing Arts Center project. The District received six responses to the RFQ. Four firms were interviewed. GCCI, Inc. received the

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highest best value score. Ms. Bruneman introduced Phil Henderson, Legal Counsel he is assisting the District with the process. The following discussion took place regarding:

- Notion of best value bidding
- Wide range of the six bids
- Commend the work that Ms. Bruneman did to coordinate the efforts with firms and legal counsel

Trustee Noe moved to Award the Lease Leaseback Construction Contract With GCCI Inc. for the El Molino Performing Arts Center Project. 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.

- D. BUDGET ADVISORY COMMITTEE SCHEDULE AND UPDATE – Dr. Kellner introduced Mary Schafer the CBO. The business office has been working hard over summer to close the books. The District has scheduled six meetings over the course of the fall. Invitations to participate have been extended to classified staff, community members, teachers and the public. The schedule is designed to have recommendations which will be brought to the Board. We anticipate the August 28 meeting will be a review of school finance, September and October the group will be the brainstorming and creating a recommendation list. Ms. Schafer reported there are constraints in the process. Ms. Schafer is hopeful to visit sites and share information and answer any questions. The goal is to reach out to community and the staff to get as much feedback as possible from the parent community, teachers, staff, and designated representatives from classified and certificated. Continue outreach out to people that cannot make the meetings. An article will be in the Sonoma West Times notifying the community. A discussion took place regarding:

- Get it into the Gazette, huge source in the river community contact Vesta Kopestakes,
- Face book notifications
- Designated email for response and questions
- Agenda posted
- Soliciting feedback to a specific email address
- Air time on radio
- Not more than two board members at the meeting
- Recommendation one board member to be present and one for alternate, Trustee Stecher volunteered to be present

- E. CONSIDERATION OF APPROVAL OF THE 2017-18 45-DAY BUDGET REVISION AND APPROVAL OF MONTHLY BUDGET UPDATE FOR 2016-17 – Mary Schafer reviewed the 45 Day Revise and the Monthly Budget Update for 2016-2017. Trustee Landry moved to approve the 2017-18 45 Day Budget Revision And Approval Of Monthly Budget Update For 2016-17. 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.

- F. CONSIDERATION TO APPROVE THE INTENT TO HIRE JEROD BROWN 1.0 FTE WITH A PROVISIONAL INTERNSHIP PERMIT (PIP) AS A SPANISH/ESL TEACHER FOR EL MOLINO HIGH SCHOOL AND NICOLE OCHOA, 1.0 FTE WITH A PIP AS A SOCIAL SCIENCE TEACHER FOR WEST COUNTY CHARTER MIDDLE SCHOOL – Mia Del Prete reviewed the process and two new teachers are applying for a provisional internship which requires board approval. Trustee Noe moved to approve the Intent To Hire Jerod Brown 1.0 FTE With A Provisional Internship Permit (PIP) As A Spanish/ESL Teacher For El Molino High School And Nicole Ochoa, 1.0 FTE With A PIP As A Social Science Teacher For West County Charter Middle School. 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 AUTHORIZED SIGNERS FOR DISTRICT ACCOUNTS AT EXCHANGE BANK - Mary Schafer reviewed the process and the need for the updates.

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Trustee Bruhner moved to Approve the Authorized Signers For District Accounts At Exchange Bank. 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. REPORT ON ANNUAL SCHOOL SITE DISCIPLINE REPORTS FOR 2016-17 – Dr. Kellner reported on the Annual School Site Discipline Reports for 2016-17. The following discussion took place regarding:

- California Dashboard
- No students have been expelled to outside placement in the last 3 years
- Alcohol use suspendable offense has gone down from previous years
- Shift from alcohol to marijuana and edibles
- Laguna has focused on restorative work with students
- Cell phone use addressed with students
- Digital citizenship
- Support needs for the middle school
- The middle school is building a social emotional aspect which is being taught in homeroom
- Currently do not have any counseling services for the middle school and seeking out some counseling support
- Drug dog on the high school campus
- Focus on prevention to keeping kids off drugs instead of having a drug dog on the campus
- This fall set to give the California Healthy Kids Survey
- Drug and Alcohol Coalition

I. CONSIDERATION OF APPROVAL OF RESOLUTION #2.AUG.2017-2018 IN THE MATTER OF THE ELIMINATION OF A CERTAIN POSITION IN THE CLASSIFIED SERVICE AND DIRECTING NOTIFICATION OF CLASSIFIED EMPLOYEES – Mia Del Prete reviewed the resolution. Trustee Noe moved to approve Resolution #2.AUG.2017-18 In The Matter Of The Elimination Of A Certain Position In The Classified Service And Directing Notification Of Classified Employees. 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.

J. CONSIDERATION OF APPROVAL OF ASSIGNMENTS OUTSIDE OF CREDENTIAL AREA - Mia Del Prete reviewed the Assignments Outside of Credential Area. Trustee Bruhner moved to approve the Assignments Outside Of Credential Area. 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.

K. CONSIDERATION OF APPROVAL OF REVIEW OF ADMINISTRATIVE REGULATIONS 4117.3.1 CRITERIA TO DETERMINE THE ORDER OF TERMINATION AMONG CERTIFICATED EMPLOYEES WITH THE SAME PAID DATE OF SERVICE – Mia Del Prete reviewed the Administrative Regulations 4117.3.1 with no recommendations. Trustee Noe moved to approve the Review of Administrative Regulations 4117.3.1 Criteria to Determine the Order of Termination Among Certificated Employees With The Same Paid Date of Service. 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.

L. FIRST READING OF BOARD POLICY 4350 COMPENSATION AND RELATED BENEFITS –Mia Del Prete reviewed the salary schedule. The Board requested this item be brought back on the Consent Calendar. A brief comment was made regarding: All the salaries have already been approved by the board as those hires had been made.

V. FUTURE AGENDA ITEM

A. PRESENTATION FROM THE NORTH COAST SCHOOL OF EDUCATION – SEPTEMBER 13

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- B. INTRODUCTION OF 2017-2018 STUDENT BOARD REPRESENTATIVES – SEPTEMBER 13, 2017
- C. INTRODUCTION OF 2017-2018 NEW DISTRICT EMPLOYEES – SEPTEMBER 13, 2017
- D. REPORT ON ENROLLMENT AND INTERDISTRICT AND INTRADISTRICT TRANSFERS FOR FALL 2017-2018 SCHOOL YEAR – SEPTEMBER 13, 2017
- E. UPDATE ON SURVEY RESULTS FROM GREG ISOM – SEPTEMBER 13, 2017

VI. ADJOURNMENT – The meeting adjourned at 7:37 p.m.

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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 13th day of September, 2017.


