

**WEST SONOMA COUNTY UNION HIGH SCHOOL DISTRICT**

TO: Ted Walker, Board President  
FROM: Karen Lamb  
PRESENTER: Dr. Steven Kellner, Superintendent  
DATE: December 13, 2017  
ITEM: **ELECTION OF THE BOARD OFFICERS**

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**BACKGROUND INFORMATION:**

Every year the Board of Education is required to hold a Reorganization Meeting of the Board in December. At the Reorganization Meeting, the Board of Trustees elects a President, Vice-President and Clerk.

**RECOMMENDATION:**

It is respectfully requested that the Board of Education elect a President, Vice-President, and Clerk for 2018.

**ATTACHMENT:**

No

**WEST SONOMA COUNTY UNION HIGH SCHOOL DISTRICT**

TO: Board President

FROM: Karen Lamb

PRESENTER: Dr. Steven Kellner, Superintendent

DATE: December 13, 2017

ITEM: **CONSIDERATION OF APPROVAL OF THE 2018 BOARD OF  
EDUCATION MEETING CALENDAR**

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**BACKGROUND:**

Every year the Board of Education is required to adopt a Board of Education Meeting Calendar.

The calendar includes a Goal Setting Workshop in March and a LCAP Workshop in April, and two meetings in June to announce and approve the Local Control Accountability Plan, with no meeting scheduled for the month of July. Board meetings should be held in March, May, and September to meet these key deadlines:

- March 15 deadline for delivery of preliminary layoff notices
- May 15 deadline for delivery of final layoff notices
- September 15 deadline for approval of unaudited actual budget

**CURRENT CONSIDERATION:**

The Board conducted a first reading of the 2018 Board meeting calendar on November 15, 2017.

**RECOMMENDATION:**

It is respectfully requested that the Board of Education approve the Board of Education Meeting Calendar for 2018.

**ATTACHMENTS:**

Yes

# DRAFT

## WEST SONOMA COUNTY UNION HIGH SCHOOL DISTRICT 2018 BOARD OF EDUCATION MEETING DATES

DATE		DAY	LOCATION**
January	10	Third Wednesday	El Molino High School
February	7	First Wednesday	Analy High School
March	7	First Wednesday	El Molino High School
March (Goals Workshop)	21	Third Wednesday	El Molino High School
April	11	Second Wednesday	Analy High School
April (LCAP Workshop)	25	Fourth Wednesday	Analy High School
May	9	Second Wednesday	El Molino High School
June	13	Second Wednesday	Analy High School
June	20	Third Wednesday	Analy High School
July – No Meeting			
August	8	Second Wednesday	El Molino High School
September	12	Second Wednesday	Analy High School
October	17	Third Wednesday	El Molino High School
November	14	Second Wednesday	Analy High School
December	12	Second Wednesday	El Molino High School

**CLOSED SESSION: 5:00 P.M.**

**OPEN SESSION: Approximately 6:00 P.M.**

**\*\*MEETINGS ARE SCHEDULED FOR THE SCHOOL LIBRARY AT  
ANALY HIGH SCHOOL OR EL MOLINO HIGH SCHOOL  
UNLESS OTHERWISE STATED**

**Board Approved:**

West Sonoma County Union High School District  
2017-2018 SCHOOL YEAR CALENDAR  
Appendix D

Board Approved: May 10, 2017

Month Year	S	M	T	W	Th	F	S	Quarter-Semester/Holidays/ Staff Development	Days of Instruction	Cert. Emp. Workdays	School Year Employee Workdays	Class. Emp. Workdays	Class. Paid Holidays
JULY 2017	2	3	(4)	5	6	7	8	July 4 Independence Day	0	0	0	20	1
	9	10	11	12	13	14	15						
	16	17	18	19	20	21	22						
	23	24	25	26	27	28	29						
	30	31											
AUG	6	7	8	9	*10*	*11*	12	Aug. 10 & 11 Staff Development Aug. 14 Teacher Workday Aug. 15 First Day of School	13	16	15	23	0
	13	#14#	15	16	17	18	19						
	20	21	22	23	24	25	26						
	27	28	29	30	31								
SEPT	3	(4)	5	6	7	8	9	Sept. 4 Labor Day Holiday	20	20	20	20	1
	10	11	12	13	14	15	16						
	17	18	19	20	21	22	23						
	24	25	26	27	28	29	30						
OCT	1	2	3	4	5	6	7	Oct. 9 Professional Development Day Oct. 13 End of 1st Qtr. (42 days)	21	22	21	22	
	8	^9^	10	11	12	13	14						
	15	16	17	18	19	20	21						
	22	23	24	25	26	27	28						
	29	30	31										
NOV	5	6	7	8	9	(10)	11	Nov. 10 Observe Veterans' Day Nov. 20-24 Thanksgiving Break Nov. 23 Thanksgiving Nov. 22 & 24 Local Holiday	16	16	16	18	4
	12	13	14	15	16	17	18						
	19	20	21	[22]	(23)	[24]	25						
	26	27	28	29	30								
DEC	3	4	5	6	7	8	9	Dec. 22 End 1st Semester (86 days) End of 1st Semester Winter Break Dec. 25 & 26 Holidays	16	16	16	19	2
	10	11	12	13	14	15	16						
	17	18	19	20	21	22	23						
	24	(25)	[26]	27	28	29	30						
	31												
JAN 2018	(1)	[2]	3	4	5	6	7	Jan. 1 New Year's Day Jan. 2 Local Holiday Jan. 8 Professional Development Day Jan. 15 Martin Luther King Day	16	17	16	20	3
	7	^8^	9	10	11	12	13						
	14	(15)	16	17	18	19	20						
	21	22	23	24	25	26	27						
	28	29	30	31									
FEB	4	5	6	7	8	9	10	Feb. 12 Lincoln's Birthday Feb. 19 Presidents Day	18	18	18	18	2
	11	(12)	13	14	15	16	17						
	18	(19)	20	21	22	23	24						
	25	26	27	28									
MAR	4	5	6	7	8	9	10	Mar. 16 End 3rd Qtr. (46 days) Mar. 26-30 Spring Break	17	17	17	22	0
	11	12	13	14	15	16	17						
	18	19	20	21	22	23	24						
	25	26	27	28	29	30	31						
APR	1	2	3	4	5	6	7		21	21	21	21	0
	8	9	10	11	12	13	14						
	15	16	17	18	19	20	21						
	22	23	24	25	26	27	28						
	29	30											
MAY	6	7	8	9	10	11	12	May 28 Memorial Day May 31 Graduation May 31 End of 2nd Semester (94 days)	22	22	22	22	1
	13	14	15	16	17	18	19						
	20	21	22	23	24	25	26						
	27	(28)	29	30	31								
JUNE	3	4	5	6	7	#1#	2	June 1 Teacher Workday	180	186	182	246	14
	10	11	12	13	14	15	16						
	17	18	19	20	21	22	23						
	24	25	26	27	28	29	30						
									180	186	182	246	14

GRADUATION: Laguna 10:00 a.m., El Molino 7:00 p.m.; Analy 5:00 p.m.

( ) = Legal Holiday [ ] = Local Holiday \*\* = Staff Development/Workday ^^ = Professional Development ## = Teacher Workday

District Office closed on Holidays specified above. School Offices closed Holidays, Summer, Winter and Spring Breaks.

**WEST SONOMA COUNTY UNION HIGH SCHOOL DISTRICT**

TO: Board President

FROM: Karen Lamb

PRESENTER: Dr. Steven Kellner, Superintendent

DATE: December 13, 2017

ITEM: **SELECTION OF VOTING REPRESENTATIVE AND  
ALTERNATE FOR PROCESS OF FILLING VACANCIES ON  
THE SONOMA COUNTY COMMITTEE ON SCHOOL  
DISTRICT ORGANIZATION**

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**BACKGROUND:**

The Board is requested to select a representative and an alternate to serve as the individuals designated to cast the Board's vote in the process of filling vacancies on the Sonoma County Committee on School District Organization.

The County Committee must have 11 members who are elected by a "voting representative" from each district. In Sonoma County, this election takes place by absentee ballot. Voting representatives are not members of the County Committee; they cast district votes to select committee members, and do not have additional duties.

**RECOMMENDATION:**

It is respectfully requested that the Board select a representative and alternate as representatives to vote to fill vacancies on the Sonoma County Committee on School District Organization.

**ATTACHMENTS:**

Yes

# Certificate of Election of District Clerk and Board President 2017-18

WE HEREBY CERTIFY that at a meeting of the Governing Board of the District of Sonoma County, California

at a meeting held on

the following officers were elected:

*(President)*

*(address, including email address)*

*(Clerk)*

*(address, including email address)*

Regular board meetings held

*(Please indicate day of week and frequency)*

\_\_\_\_\_  
*Signature of Clerk or Secretary of the Governing Board*

**Instructions:** Forward this to the County Superintendent without delay. Boards of Trustees failing to elect a clerk at the organizational meeting should notify the County Superintendent of Schools at once. If a clerk is not elected on this date, the County Superintendent of Schools shall appoint a clerk. (Education Code Sections 35022 {72402}, 35038 {724167}, 35143)



## Voting Representative for Vacancies on the Sonoma County Committee on School District Organization

The county committee must have 11 members who are elected by a "voting representative" from each district. In Sonoma County, this election takes place by absentee ballot. Voting representatives do not have additional duties.

THIS CERTIFIES THAT:

*(Name)*

*(address, including email address)*

was selected as the representative of the above school District for the meeting of school board representatives to fill vacancies on the Sonoma County Committee on School District Organization. (Education Code 35023 {72403})

Selected Alternate Representative:

*(Name)*

\_\_\_\_\_  
*Signature of Clerk or Secretary of the Governing Board*

11/30/11