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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

April 28, 2010  
El Molino High School Library  
7050 Covey Road  
Forestville, CA 95436

5:00 p.m. Open Session  
5:15 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
- | <u>Present</u>                               | <u>Absent</u>       |
|--|---------------------|
| Diane Landry, President                      |                     |
| David Stecher, Vice-President                |                     |
| Susan Devoto, Clerk                          |                     |
| Jeanne Fernandes, Trustee                    |                     |
|  | Kellie Noe, Trustee |
| Keller McDonald, Superintendent              |                     |
| Gordon Allen, Student Board Representative   |                     |
| Patrick Franck, Student Board Representative |                     |
| Jennifer Lara, Student Board Representative  |                     |
- C. COMMENTS FROM THE PUBLIC REGARDING ITEMS ON THE CLOSED SESSION AGENDA – Community Day School student Gerardo Garcia presented his senior project to the Board of Education.
- D. RECESS TO CLOSED SESSION – Recessed to closed session at 5:15 p.m.
- ACTION UPON THE FOLLOWING ITEMS:
1. STUDENT DISCIPLINE CASE #18-(09-10)
  2. PUBLIC EMPLOYMENT
    - a. Certificated
  3. PUBLIC EMPLOYEE - DISCIPLINE/DISMISSAL/RELEASE
  4. EVALUATIONS:
    - a. Superintendent
    - b. Management Employees
    - c. Certificated Employees
    - d. Supervisory and Confidential Employees
    - e. Classified Employees

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

EMPLOYEE ORGANIZATION:

AGENCY NEGOTIATORS:

Represented Employees:

WSCTA

Keller McDonald/Steve Jorgensen/Margaret Merchat

CSEA

KellerMcDonald/Steve Jorgensen/Bob Latchau

Unrepresented Employees:

Confidential/Supervisory

Keller McDonald

Management

Keller McDonald

Superintendent

Keller McDonald

- E. RECONVENE TO OPEN SESSION – Reconvened to open session at 6:10 p.m.
- F. PLEDGE OF ALLEGIANCE - Brenda Hoff, Laguna High School Principal led the Pledge of Allegiance.
- G. APPROVAL OF THE AGENDA – Trustee Fernandes moved to approve the agenda. Trustee Stecher seconded the motion. Approved by 4 yes, 0 no, 1 absent.
- H. INPUT FROM THE PUBLIC REGARDING ITEMS NOT ON THE OPEN SESSION AGENDA – Eileen Brooker and Leneke Holthuis, parents of Analy High School students addressed the Board regarding the implementation of 9<sup>th</sup> grade Biology course.
- I. CONSENT CALENDAR: - Trustee Stecher moved to approve the Consent Calendar. Trustee Fernandes seconded the motion. Approved by 4 yes, 0 no, 1 absent.
  - 1. CONSIDERATION OF APPROVAL OF MARCH 10 AND 24, 2010 BOARD MINUTES
  - 2. CONSIDERATION OF APPROVAL OF OVERNIGHT FIELD TRIP REQUESTS
  - 3. CONSIDERATION OF APPROVAL OF SUPERINTENDENT’S RATIFICATION OF OVERNIGHT FIELD TRIP REQUEST
  - 4. CONSIDERATION OF APPROVAL OF 2009-2010 WARRANT REGISTERS MARCH 4, 2010 THROUGH APRIL 21, 2010
  - 5. CONSIDERATION OF APPROVAL OF DONATIONS
  - 6. CONSIDERATION OF APPROVAL OF SURPLUS EQUIPMENT DECLARATION
  - 7. CONSIDERATION OF APPROVAL OF SUMMER SCHOOL COURSE LIST FOR THE 2009-2010 SUMMER SESSION
  - 8. CONSIDERATION OF APPROVAL OF WILLIAMS QUARTERLY REPORT
  - 9. CONSIDERATION OF APPROVAL OF EMPLOYMENT AGREEMENT BETWEEN WSCUHSD AND DAVE ASHWORTH, 2010 SUMMER SCHOOL PRINCIPAL
  - 10. CONSIDERATION FOR APPROVAL OF STUDENT TEACHING AND PRACTICUM AGREEMENT BETWEEN NATIONAL UNIVERSITY AND WSCUHSD
  - 11. CONSIDERATION OF APPROVAL OF QUARTERLY REPORT AND CERTIFICATION OF THE COUNTY TREASURER
  - 12. CONSIDERATION OF APPROVAL OF CONTRACT FOR NURSING SERVICES BETWEEN WSCUHSD AND SUZANNE GUTCH
- J. CLOSED SESSION REPORT
  - 1. STUDENT DISCIPLINE – Trustee Devoto moved to approve the recommendations of the Administration in discipline case #18-(09-10). Trustee Stecher seconded the motion. Approved by 4 yes, 0 no, 1 absent.

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2. ACTION TAKEN – Trustee Devoto reported the Board took the following action in closed session.

The Board of Education approved the employment of Bob Hardcastle, English teacher, AHS, effective April, 19, 2010

The board of Education approved the employment of Dave Ashworth, 2010 Summer School Principal, effective April 15, 2010.

The Board of Education approved the request from the following certificated employees for an unpaid leave of absence for 2010-2011:

- i. Lisa Doyle, .20 FTE, personal
- ii. Cynthia Formaker, .26 FTE, medical
- iii. Christa Forslund, .60 FTE, childcare
- iv. Leslie Grassl, .40 FTE, childcare
- v. Lisa Isabeau, .40 FTE, wants to remain at .60 FTE
- vi. Tracy Klein, .20 FTE, childcare
- vii. Kimberly MacQuarrie, .40 FTE, childcare
- viii. Laura Malcolm, .40 FTE, family care
- ix. Lynn Stewart, .20 FTE, wants to remain at .80 FTE
- x. Michella Trevino, .40 FTE, childcare

The Board of Education approved the request from Sheila Friedman, Instructional Assistant and Speech Aide, Special Education Consortium, to change her retirement date from July 25, 2010 to June 30, 2010.

The Board of Education approved a letter of retirement from Diane Shaw, Behavior Assistant, Special Education Consortium, effective June 30, 2010.

The Board of Education denied a request from Lynn Scheunert, Instructional Assistant, El Molino High School, to remain on an unpaid leave of absence for an additional 6-month period (through February 18, 2011).

## II. COMMUNICATION

A. VERBAL - None

B. WRITTEN – Trustee Landry received an email regarding the closure of Nuevo Leon. Trustee Fernandes reported she received solar information.

- Receipt of letter from Superintendent regarding preliminary certificated layoff notices - Trustee Landry reported the Board of Education received a letter from the superintendent confirming the delivery of probationary and tenured layoff notices that were Board approved March 15, 2010.
- Receipt of letter from SCOE accepting a “Qualified” Second Interim Budget – Mr. McDonald reported received a “Qualified Second Interim Budget and it was distributed to the Board.
- Request for CSBA President Elect and Vice President nominations – Mr. McDonald reported he received election information from CSBA and distributed it to the Board.

## III. REPORTS

A. STUDENT REPRESENTATIVES

Patrick Franck, El Molino Student Board Representative reported that El Molino held a Public Safety Fair today. The Safety Fair is put on by local fire and police departments. Sports are going well. The Bob Burkes fundraiser raised \$14,000. The prom will be held on May 15. The senior picnic and senior projects are coming up.

Gordon Allen, Analy Student Board Representative reported that the prom will be held on May 22. AP testing is coming up and STAR testing is over. Debate is hosting a novice tournament on May 15. Nate Rose received 9<sup>th</sup> in state debate championship. The choir trip was a success. The choir will hold a concert this Friday. There will be a variety show on

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May 20, proceeds will go to the Valley of the Moon Children's Home. Environmental Action will be added to the schedule next year as an elective.

Jennifer Lara, Laguna Student Board Representative - Absent

### B. PRINCIPALS

Doria Trombetta, El Molino Principal reported that El Molino held their Public Safety Career Day, which included demonstrations from the K9 unit, Sheriff and a helicopter demonstration. The FFA group was successful at the State Fair. The Green Team is doing very well. Ms. Trombetta reported that she met with a group of parents working with Green Team to gather grants for El Molino Science. STAR testing is taking place this week. Unity Week was very successful. Open House is tomorrow night. There will be a fundraiser on May 8 at the Sara Lee vineyards.

Brenda Hoff, Laguna Principal reported Jennifer Lara, student Board representative is in New York, and unable to attend the Board meeting. Laguna held their annual blood drive today. The annual rummage sale will be held on May 15. The rummage sale fundraiser will pay for a travel bus to Great America for the students. STAR testing is over this week; all but one student took the test.

Chris Heller, Analy Principal reported that Analy held an Earth Day Rally on April 22. May 13 is Open House for Analy. Saturday May 1 is the band fundraiser. The Boosters golf tournament will be held next Friday May 7. The symphony earned a superior at the California State Music Festival, the only superior rating in the North Bay. Max Fujii and Jen Tsurmoto have been acknowledged as athletes of the year. Kaitlyn Kolybakos won the Triple Crown Taekwondo Championships.

### C. ASSOCIATION REPRESENTATIONS

Ed Lynch, WSCTA Co-President, reported that WSCTA has ratified the 2010-2011 calendar. Mr. Lynch thanked the administration for smooth negotiation sessions. Wednesday May 12, is the Day of the Teacher. The retirement dinner will be held on May 24.

Mark Ballard, CSEA President reported that CSEA will be in negotiations next Thursday. California School Employee week will be the week of May 16-22. CSEA is working with a program called CAUSE (California Advocates United to Save Education) Mr. Ballard introduced Rita Conway O'Neil, El Molino health technician. Rita gave the Board a brief overview of CAUSE Program.

### D. BOARD MEMBERS

- Committee for Becky Hopper "Make A Difference Award" – Trustee Landry requested the Board choose a committee for the Becky Hopper Award. Trustee Landry also reported she will be attending the voting rights meeting this Friday and May 7 she will attend the legislature meeting at SCOE. Trustee Fernandes and Trustee Devoto volunteered to serve on the Becky Hopper Award Committee.

Trustee Fernandes wanted to say "thank you" for all the heart-felt sympathies she received with the passing of her father.

Trustee Devoto reported that she is thrilled with all the "green" ideas that are coming about. Teen Counseling will hold their annual meeting on May 21.

Trustee Stecher reported he attended an Analy baseball team fundraiser.

Trustee Noe – Absent

E. SUPERINTENDENT

- Russian River Charter School closing – Mr. McDonald reported that the Russian River Charter School Board has decided to officially close the school on the last day of June. Mr. McDonald reviewed that he and Mr. Jorgensen are working on closing procedures with the charter school. The options for student enrollment at district schools have been explained. The following discussion took place:
  - RRCS has been trying to finalize settlement of an audit exception
  - Possibility of repayment to the state
  - Settlement rejected by appeals panel
  - RRCS would have had to develop a plan to remain fiscally solvent and there was no way for the school to build a 400K liability into their budget
  - RRCS bankrupt
  - Financial obligations
  - WSCUHSD has appropriately monitored and reviewed budgetary updates and communicated to SCOE
  - WSCUHSD has met our due diligence
  - No guarantee there will not be consequences
  - RRCS will reduce to two employees on May 2
  - The two teachers will cover all courses
  - Some students will enroll in WSCUHSD
- Possible changes in school calendars for 2009-10 and 2010-11 – Mr. McDonald reported there have been some changes in the school calendar for 09-10. There will be a school closure on Friday May 21, this has been added as a non student day. There is a consideration of a closure of five student days next year and the year after.
- Voting Rights Workshop – Mr. McDonald reported he would be attending the workshop.
- Analy main building window replacement project – Mr. McDonald reported that there would be a “special” Board meeting following this meeting to discuss the window replacement project.

IV. DISCUSSION ACTION ITEMS

- A. CONSIDERATION OF APPROVAL OF RESOLUTION #17.APRIL.2009-2010 DECLARING TUESDAY MAY 25, 2010 EMPLOYEE APPRECIATION FOR WSCUHSD – Mr. McDonald reported the District would like to declare Tuesday, May 25, 2010 as West Sonoma County Union High School District Employee Appreciation Day. Trustee Fernandes moved to approve Resolution #17.APRIL.2009-2010 Declaring Tuesday May 25, 2010 Employee Appreciation for WSCUHSD. Trustee Stecher seconded the motion. Roll call vote: Trustee Landry, yes, Trustee Stecher, yes, Trustee Devoto, yes, Trustee Fernandes, yes, Trustee Noe, absent. Approved by 4 yes, 0 no, 1 absent.
- B. FIRST READING OF PROPOSED “ECOLOGICAL ACTION” COURSE AT ANALY HIGH SCHOOL – Mr. McDonald gave a brief report regarding the new course that is proposed. Dave Casey, Analy teacher thanked the Analy Education Foundation. Mr. Casey spoke regarding the new course proposal, academic and practical application. The Trustees asked for this to come back for second reading and adoption on the Consent calendar.
- C. OVERVIEW OF HISTORY OF NUEVO LEON HIGH SCHOOL AND CHALLENGES OF SUPPORTING STUDENT SUCCESS WITHOUT NUEVO LEON - Mr. McDonald gave a brief overview on Nuevo Leon High School and introduced Doria Trombetta. Ms. Trombetta discussed the impact of closing the Nuevo Leon High School and the transition for the students.

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- D. CONSIDERATION OF APPROVAL OF DISTRICT GOALS FOR 2010-11 – Mr. McDonald reported the Board held a workshop the evening of Wednesday, April 14, 2010 for the purpose of developing district goals for 2010-2011. The Board of Trustees suggested various possible goals for the coming school year. The Board focused on three goals to consider adopting for 2010-2011, Fiscal Management, Instructional Program and Student Achievement Measures. Trustee Fernandes moved to approve the District Goals for 2010-11. Trustee Devoto seconded the motion. Approved by 4 yes, 0 no, 1 absent.
- E. FIRST READING OF DISTRICT STUDENT WELLNESS PLAN FOR 2010-2013 – Mr. McDonald reported the process of the District Student Wellness Committee and reviewed the District Student Wellness Action Plan for 2010-13. The following discussion took place:
- School health index tool
  - District Wellness Committee accomplishments
  - Share the action plan with Superintendent's in the County
  - Amount of people involved
  - ACLU representative Alicia Walters interested in the process and timelines, happy to be a resource for the wellness committee
  - Actions for the next school year
  - Observe the wellness committee meetings
  - Board members are welcome to attend
- F. CONSIDERATION OF APPROVAL OF DECLARATION OF NEED FOR FULLY QUALIFIED EDUCATORS – Mr. Jorgensen reported the District is annually required to adopt a Declaration of Need. Trustee Fernandes moved to approve the Declaration of Need for Fully Qualified Educators. Trustee Stecher seconded the motion. Approved by 4 yes, 0 no, 1 absent.
- G. CONSIDERATION OF APPROVAL OF ACTUARIAL STUDY FOR POST EMPLOYMENT BENEFIT COST – Mr. Jorgensen reviewed the actuarial study for post-employment benefit cost. Trustee Stecher moved to approve the Actuarial Study for Post Employment Benefit Cost. Trustee Devoto seconded the motion. Approved by 4 yes, 0 no, 1 absent.
- H. CONSIDERATION OF APPROVAL OF RESOLUTION #18.APRIL.2009-2010 REVISING THE DATE UPON WHICH THE DISTRICT OBSERVES LINCOLN'S DAY IN 2011 – Mr. McDonald reported the proposed 2010-2011 school year calendar does not contain a mid-winter break in February for the first time in many years. In order to provide our families and district employees a long weekend in place of the mid-winter break, the District and WSCTA is proposing Lincoln's Day be observed on Friday, February 18, 2010. Trustee Fernandes moved to approve Resolution #18.APRIL.2009-2010 Revising the Date Upon Which the District Observes Lincoln's Day in 2011. Trustee Stecher seconded the motion. Roll call vote: Trustee Landry, yes, Trustee Stecher, yes, Trustee Devoto, yes, Trustee Fernandes, yes, Trustee Noe, absent. Approved by 4 yes, 0 no, 1 absent.
- I. FIRST READING OF NEW BOARD POLICY 3600 - CONSULTANT SERVICES – Mr. Jorgensen reviewed the new Board policy regarding consultant services. The Board suggested this item be placed on the May agenda Consent calendar.
- J. CONSIDERATION OF APPROVAL OF EMPLOYMENT CONTRACT FOR SUPERINTENDENT FOR 2010-11 – Mr. McDonald reviewed the key points in the Superintendent's contract for 2010-11. Trustee Fernandes moved to approve the Employment Contract for Superintendent for 2010-11. Trustee Stecher seconded the motion. Approved by 4 yes, 0 no, 1 absent. Board members thanked Mr. McDonald for all of his hard work in the District.

V. **FUTURE AGENDA ITEMS**

- A. RECOGNIZE RETIRING EMPLOYEES – MAY
- B. CONSIDERATION OF APPROVAL OF SETTLEMENT OF CONTRACT NEGOTIATIONS WITH WSCTA FOR 2009-10 FOR HOURS, (CALENDAR), WAGES AND HEALTH AND WELFARE BENEFITS - MAY
- C. CONSIDERATION OF ACCEPTANCE OF DEVELOPER FEE STUDY AND APPROVAL OF DEVELOPER FEES – MAY
- D. REVIEW OF VOTER SURVEY RESULTS AND CONSIDERATION OF APPROVAL OF GENERAL OBLIGATION BOND MEASURE FOR OCTOBER ELECTION - MAY
- E. REPORT ON SCHOOL AND DISTRICT ACCOMPLISHMENTS FOR 2009-10 – MAY
- F. AWARD BID FOR HARDSHIP DEFERRED MAINTENANCE PROJECT TO REPLACE ANALY MAIN BUILDING WINDOWS – MAY
- G. FIRST READING OF CERTIFICATION AND ADOPTION OF TEXT BOOKS FOR ENGLISH, ENGLISH LANGUAGE DEVELOPMENT AND AGRICULTURE BIOLOGY – MAY
- H. SET BUS PASS FEES FOR 2010 -11 – MAY
- I. REVIEW CHALLENGED SECTION OF HEALTH TEXTBOOK
- J. CONSIDERATION OF APPROVAL OF THIRD INTERIM FINANCIAL REPORT
- K. REVIEW OF RUSSIAN RIVER CHARTER SCHOOL THIRD INTERIM FINANCIAL REPORT
- L. BOARD SELF-EVALUATION – JUNE
- M. BECKY HOPPER AWARD - JUNE

VI. **ADJOURNMENT** - The meeting was adjourned at 7:55 p.m.

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 12<sup>th</sup> day of May 2010.

  
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