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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

October 27, 2010
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

Diane Landry, President
David Stecher, Vice-President

Absent

Susan Devoto, Clerk

Jeanne Fernandes, Trustee
Kellie Noe, Trustee
Keller McDonald, Superintendent
Gordon Allen, Student Board Representative
Ashlin Neal, Student Board Representative
Jennifer Lara, Student Board Representative

C. COMMENTS FROM THE PUBLIC REGARDING ITEMS ON THE CLOSED SESSION AGENDA - None

D. RECESS TO CLOSED SESSION – Recessed to closed session at 5:05 p.m.

ACTION UPON THE FOLLOWING ITEMS:

1. STUDENT DISCIPLINE CASE #1-(10-11), #2-(10-11), #3-(10-11)

2. PUBLIC EMPLOYMENT

a. Certificated

b. Classified

3. PUBLIC EMPLOYEE - DISCIPLINE/DISMISSAL/RELEASE

4. EVALUATIONS:

a. Superintendent

b. Management Employees

c. Certificated Employees

d. Supervisory and Confidential Employees

e. Classified Employees

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

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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

6. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION (1 CASE)

- E. RECONVENE TO OPEN SESSION – Reconvened to open session at 6:15 p.m.
- F. PLEDGE OF ALLEGIANCE - Gordon Allen, Analy Student Board Representative let 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 - None
- I. CONSENT CALENDAR: Trustee Stecher, moved to approve the Consent Calendar. Trustee Noe seconded the motion. Approved by 4 yes, 0 no, 1 absent.
 - 1. CONSIDERATION OF APPROVAL OF SEPTEMBER 22, 2010 BOARD MINUTES
 - 2. CONSIDERATION OF APPROVAL OF OCTOBER 13, 2010 SPECIAL BOARD MEETING MINUTES
 - 3. CONSIDERATION OF APPROVAL OF OVERNIGHT FIELD TRIP REQUEST
 - 4. CONSIDERATION OF APPROVAL OF SUPERINTENDENT’S RATIFICATION OF OVERNIGHT FIELD TRIP REQUESTS
 - 5. CONSIDERATION OF APPROVAL OF DONATIONS
 - 6. CONSIDERATION OF APPROVAL OF 2010-2011 WARRANT REGISTERS SEPTEMBER 16, 2010 THROUGH OCTOBER 20, 2010
 - 7. CONSIDERATION OF APPROVAL OF BOARD CERTIFICATION AND DISTRICT ADOPTION OF STANDARDS-ALIGNED INSTRUCTIONAL MATERIALS IN ADVANCED PLACEMENT ENVIRONMENTAL SCIENCE
 - 8. CONSIDERATION OF APPROVAL OF PUBLIC SELF-INSURER’S REPORT
- J. CLOSED SESSION REPORT
 - 1. STUDENT DISCIPLINE – Trustee Fernandes moved to approve the recommendations of the Administration in student discipline case #1-(10-11), #2-(10-11), and #3-(10-11). Trustee Noe seconded the motion. Approved by 4 yes, 0 no, 1 absent.
 - 2. ACTION TAKEN – Trustee Fernandes reported the Board took the following action in closed session.

The Board of Education approved the employment of:

 - Dani Barese, PAR Consulting Teacher, effective October 8, 2010

The Board of Education approved the employment of the following employees:

 - Alicia Mills, Co-AHS Testing Coordinator, effective October 1, 2010
 - Nancy Siebert, Co-AHS Testing Coordinator, effective October 1, 2010
 - Pam Wilen, Food Service Worker, AHS, 5 hrs/day, effective October 8, 2010
 - Ashley Cox, Speech Assistant, Sp. Ed. Consortium, 3 hrs/day, effective October 6, 2010

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- Sheila Friedman, Speech Aide, Sp. Ed. Consortium, 1.6 hrs/day, effective October 12, 2010

The Board of Education approved the re-hire of:

- Jesus Cruz-Zavala, Bilingual Assistant, AHS/EMHS, 6 hrs/day, effective September 29, 2010

The Board of Education approved the retirement of Mary Foil, Behavior Assistant, Consortium, effective November 22, 2010

II. COMMUNICATION

- A. VERBAL – None
- B. WRITTEN- Mr. McDonald received a notice from the Sonoma County Committee on School District Organization regarding nominations for the Fourth Supervisorial District. The Board asked for clarification regarding the boundaries. Mr. McDonald will clarify the information and respond to the Board in TGIF.

III. REPORTS

A. STUDENT BOARD REPRESENTATIVES

Gordon Allen, Analy Student Board Representative reported the Analy Fall Music Festival was held over the past weekend. Analy hosted a community debate regarding Proposition 19 which was very well attended. Analy boy's soccer tied for the SCL Championship. Quarter grades were mailed last week. The student's enjoyed Spirit Week. The Choir Concert is November 10 and the Winter Dance is November 19. The Debate Team is headed to Stockton this weekend.

Ashlin Neal, El Molino Student Board Representative reported the students are not allowed to sell or give out food at school for fundraising and it is making it hard to raise money. Spirit Week was great this year the students had a lot of spirit. There will be a Halloween costume contest at lunch this week. El Molino will be collecting coats and food for charities.

Jennifer Lara, Laguna Student Board Representative reported the quarter ended with ten students who had outstanding attendance and nine students on the honor roll. The Environmental Science class went on field trips to Harmony Farms and the Hopland Solar Living Institute. Friday October 29 will be the first BBQ of the year with a costume contest and prizes.

B. PRINCIPALS

Chris Heller, Analy Principal reported middle school visitations took place last week. Analy will hold their parent tour on November 8, 15, and 22nd. Mr. Heller reported that Ms. Abbott has implemented some great things with tutoring in the library. The first rain brought problems to the Analy High School campus. The maintenance staff is working diligently to fix the problems. Walt Hays, Analy teacher was featured in an article regarding business and industry workers whom have gone into teaching.

Brenda Hoff, Laguna Principal reported that the model school visit took place a few weeks ago, it was a successful visit, and they commended the staff and school. One of their comments was in regards to a supportive community base. The committee has positive comments regarding student's ability to do credit recovery. Two super seniors have graduated. The Student Council recommended a smoking cessation group at their last meeting.

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Doria Trombetta, El Molino Principal reported the Grand Fondo rally was a success. Levi Leipheimer spoke to the students and staff. Mr. Leipheimer donated a check for \$7,000 to the Interact Club. Challenge Day is next Wednesday; NBC News contacted the founders of Challenge Day and said that Tom Brokaw was doing a special documentary on bigotry for the USA network (which is owned by NBC). NBC offered to pay for a school's Challenge Day in return for being able to use that day as part of the documentary. The founders of Challenge Day selected El Molino. Marilu Saldana and Debbie Demeduc (with Jean Erbland) are coordinating the effort with help from Mark Ballard and many others. There was significant vandalism at El Molino last weekend, the administration is working with the Sheriff's Department to determine who is responsible for the damage. The tennis court restoration project is receiving donations. The AP Environmental Science class is going great. Ms. Trombetta reported that the Integrated Watershed Restoration Program is going very strong.

C. ASSOCIATION REPRESENTATION

Susan Swanson, WSCTA Co-President reported on getting the message out to vote.

Mark Ballard, CSEA President - No report

D. BOARD MEMBERS

Trustee Noe - No report

Trustee Fernandes expressed appreciation to Laura McCutcheon, writer for the Sonoma West, for the wonderful article written about her tenure on the School Board.

Trustee Devoto – Absent

Trustee Stecher reported that he voted.

Trustee Landry reported that she voted.

E. SUPERINTENDENT

- National Principals Month – Mr. McDonald reported that it is National Principals Month, and thanked the principals for all their hard work and dedication.
- District Aiming High goals for 2010-11 – Mr. McDonald reviewed the Aiming High SMART goals for 2010-11. Raul Guerrero, Vice-Principal Analy High School is the Districts Steering Committee member.
- District and West County region goals for Career Development System goals for 2010-11 – Mr. McDonald reviewed the 2010-11 goals for the Career Development System.
- Sonoma County Mental Health Crisis Assessment and Prevention Team – Mr. McDonald reviewed information regarding the Crisis Assessment and Prevention (CAP) Team and the core. This is a pilot program with a three year commitment, Individuals will be trained to handle cases and have the ability to make quick referrals. West County and Santa Rosa City Schools are the only 2 districts involved. This is really a great resource for our schools.
- Progress on District goals for 2010-11 – Mr. McDonald reported that next month there will be a complete report on the goals and report card for the District.
- Measure I facilities bond – Mr. McDonald reported many hours of volunteer time has been spent working on Measure I. The district architect will lead the district in the facilities master plan.
- Keller and the Health teachers met regarding health curriculum. There were a lot of ideas and information shared. It was a terrific experience overall.

IV. DISCUSSION /ACTION ITEMS

- A. **STUDENT PRESENTATION ON ANALY ECOLOGICAL ACTION COURSE GOALS, ACTIVITIES AND ACCOMPLISHMENTS** – Mr. McDonald introduced Analy teacher, Dave Casey. The Analy Education Foundation President, Dan Mayer presented Dave Casey with a check in the amount of \$18,265 to Analy High School Ecological-Action course. The donation will fully fund the class for the 2010-11 school year. Mr. Mayer commended Mr. Casey for all his efforts in implementing the course.

Analy students Mia Czarvas, Gabe Wheaton and Tula Biederman, gave a report on the goals of the course which include solar, agriculture and permaculture, waste disposal and transportation.

- B. **CONSIDERATION OF 2010-11 BUDGET UPDATE AND APPROVAL OF ADJUSTMENTS** – Mr. Jorgensen reviewed the 2010-11 Budget Update and Adjustments. The following was reviewed:

- The 2010 Governor's budget
- State programs
- Categorical programs
- Federal programs
- Concerns
- Adjusted restricted fund balance as of 10/19/10
- State adopted budget
- Adjusted unrestricted fund balance as of 10/19/10
- Adjusted undesignated ending fund balances as of 9/16/10

Trustee Noe moved to approve the 2010-11 Budget Update and Approval of Adjustments. Trustee Stecher seconded the motion. Approved by 4 yes, 0 no, 1 absent.

The following discussion took place regarding:

- School services practical analysis
- Budget is unbelievable
- Not a real budget
- Budget built three years out
- State passing the budget on time
- Significant impact if a budget is passed on time, allows District to make decisions on a timely manner

- C. **CONSIDERATION OF APPROVAL OF RESOLUTION #4.OCT.2010-2011 AUTHORIZING FILING AN APPLICATION FOR QUALIFIED SCHOOL CONSTRUCTION BOND ALLOCATION** – Mr. McDonald reviewed the Qualified School Construction Bond program and the criteria and deadlines for filing an application. Trustee Fernandes moved to approve Resolution #4.OCT.2010-2011 Authorizing Filing an Application for Qualified School Construction Bond Allocation. Trustee Noe seconded the motion. Approved by 4 yes, 0 no, 1 absent. The following comments were made:

- Promote in the community
- Promote if Measure I is passed

- D. **REPORT ON INTERDISTRICT AND INTRADISTRICT TRANSFERS FOR FALL 2010** - Mr. McDonald reviewed the report on the interdistrict transfers as of October and for the past six years. As of October 2010 there are a net of 414 students transferring into the West Sonoma County Union High School District. Mr. McDonald reviewed the reasons students are transferring in and out of the District as well as tracking the students that did not transfer to other Sonoma County public schools and where they transferred to. The following items were discussed:

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- Look at programs that the District offers
 - Districts that were withholding interdistrict transfers
 - Solidifies the quality of the schools and programs
 - 414 students in terms of dollars
 - Online survey
 - Academics and programs that are offered are attractive to students
- E. DISTRICT ANNUAL ACADEMIC ACCOUNTABILITY REPORT FOR 2010 – Mr. McDonald reviewed the accountability progress report for 2009-2010, Title III Accountability, the Federal Title III Limited English Proficiency Students Program accountability report and a plan to improve the accountability results in 2010-11.
- F. CONSIDERATION OF SELECTION OF ARCHITECT TO PARTNER WITH DISTRICT – Mr. McDonald reported that eleven firms requested and received RFQs, out of the eleven firms seven firms responded. Mr. McDonald reviewed the screening and interview process. The panel recommends partnering with Quattrocchi Kwok Associates for architectural and engineering services. The panel agrees with QKA that the District is able to partner with one or more additional architect and engineering firms for specific projects. Trustee Stecher moved to accept the Selection of Architect to Partner with District. Trustee Fernandes seconded the motion. Approved by 4 yes, 0 no, 1 absent. A brief discussion followed regarding:
- Provision allowing a secondary partner due to the scope of the project
 - Project involves four different sites
 - QKA Architects agreed with the provision
- G. REPORT ON PROCESS OF SELECTING ENERGY PRODUCTION AND ENERGY CONSERVATION SERVICES PARTNER - Mr. McDonald reported the District received three applications. After screening, the panel agreed to postpone the process of inviting a firm to become a partner with the District until an architect can be involved in the selection process.
- H. REPORT ON PROCESS OF SELECTING CONSTRUCTION MANAGER – Mr. McDonald reported the District is collecting the firm names interested in responding to the RFQ. The construction manager RFQ will be issued after the architect has been selected and will be familiar with the projects.
- I. CONSIDERATION OF APPROVAL OF RESOLUTION #5.OCT.2010-2011 IN THE MATTER OF ELIMINATION / REDUCTION OF A CERTAIN POSITION IN THE CLASSIFIED SERVICE AND DIRECTING NOTIFICATION OF CLASSIFIED EMPLOYEE – Mr. Jorgensen reviewed the resolution. Trustee Fernandes moved to approve Resolution #5.OCT.2010-2011 in the Matter of Elimination/Reduction of a Certain Position in the Classified Service and Directing Notification of Classified Employee. Trustee Noe seconded the motion. Approved by 4 yes, 0 no, 1 absent.
- J. CONSIDERATION OF APPROVAL OF REVIEW OF BOARD POLICY 6164.6 AND RECOMMENDED ADDITION OF ADMINISTRATIVE REGULATIONS 6164.6 REGARDING SECTION 504 OF THE REHABILITATION ACT OF 1973 – Mr. McDonald reported on the review of board policy and the recommended revisions to administrative regulation 6164.6 in regards to the section on suspension and expulsion due process for students with section 504 service plans. Trustee Noe moved to approve Board Policy 6164.6 and Recommended Addition of Administrative Regulations 6164.6 Regarding Section 504 of the Rehabilitation Act of 1973. Trustee Fernandes seconded the motion. Approved by 4 yes, 0 no, 1 absent.

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- K. FIRST READING OF INSTRUCTIONAL ASSISTANT JOB DESCRIPTION – Mr. Jorgensen reviewed the revisions to the Instructional Assistant job description. District administrators and CSEA President, Mark Ballard agreed to eliminate the classification of Instructional Assistant I. The District no longer employs staff within this classification. The board recommends this item be brought back to the Consent Calendar in November. The following comment was made regarding the phrasing of the work year calendar (days) so that it does not have to be revised yearly.
- L. FIRST READING OF RECOMMENDED REVISION TO BOARD POLICY 4152 AUXILIARY SALARY SCHEDULE – Mr. Jorgensen reported that Mia Del Prete, Staffing Manager conducted a survey of twenty school districts to see what they pay their substitute teachers and driver training teachers. District administrator's determined it was necessary to increase the substitute teacher pay from \$95 to \$100 a day to stay competitive with other districts in the county. It was also determined to increase the driver training teacher hourly rate of pay from \$25 an hour to \$27 an hour to be aligned with the certificated extra duty hourly rate of pay. The board recommended this item be brought back to the Consent Calendar in November.
- M. FIRST READING OF RECOMMENDED REVISION TO BOARD POLICY 1325 COMMUNITY RELATIONS - ADVERTISING AND PROMOTION – Mr. McDonald reviewed the recommended revisions legal counsel has suggested regarding board policy 1325. Legal counsel has advised that all districts update policy on advertising and promotion. There is a slight change and that is to designate that the school would provide "limited open forum" which would enable school principals to restrict and control the materials that are distributed on campus and allow some controls. The board recommended this item be brought back on the Consent Calendar in November.

V. FUTURE AGENDA ITEMS

- A. PROGRESS REPORT ON DISTRICT GOALS - NOVEMBER
- B. CALIFORNIA HEALTHY KIDS SURVEY REPORT
- C. FIRST READING OF 2011 BOARD OF EDUCATION MEETING CALENDAR - NOVEMBER
- D. OATH OF OFFICE - DECEMBER
- E. ORGANIZATIONAL MEETING - DECEMBER
- F. FIRST INTERIM REPORT - DECEMBER
- G. REVIEW OF SEX HIV/AIDS INSTRUCTIONAL MATERIALS BY HEALTH TEACHERS - NOVEMBER

VI. ADJOURNMENT - The meeting was adjourned at 7:59 p.m.

Respectfully submitted by Executive Secretary Karen Lamb



Approved and entered into the official minutes of West Sonoma County Union High School District on this 17th day of November, 2010.


