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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

September 14, 2011  
Analy High School Library  
6950 Analy Avenue  
Sebastopol, CA 95472

5:00 p.m. Open Session  
5:20 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>         |
|--|-----------------------|
| David Stecher, President                     |                       |
| Kellie Noe, Vice-President                   |                       |
|  | Rebecca DeSart, Clerk |
| Susan Devoto, Trustee                        |                       |
| Diane Landry, Trustee                        |                       |
| Keller McDonald, Superintendent              |                       |
| Ashlin Neal, Student Board Representative    |                       |
| Lauren Feldman, Student Board Representative |                       |
| David Esqueda, Student Board Representative  |                       |
- C. TOUR THE ANALY SOLAR PROJECT – The Board toured the Analy Solar Project.
- D. COMMENTS FROM THE PUBLIC REGARDING ITEMS ON THE CLOSED SESSION AGENDA – None
- E. RECESS TO CLOSED SESSION – Recessed to closed session at 5:27 p.m.
- ACTION UPON THE FOLLOWING ITEMS:
1. STUDENT DISCIPLINE - #1-(11-12)
  2. PUBLIC EMPLOYMENT
    - a. Certificated
    - b. Classified
  3. PUBLIC EMPLOYEE - DISCIPLINE/DISMISSAL/RELEASE
  4. EVALUATIONS:
    - a. Superintendent
    - b. Management Employees
    - c. Certificated Employees

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- d. Supervisory and Confidential Employees
- e. Classified Employees

**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

**6. PENDING LITIGATION – 2 CASES**

- F. RECONVENE TO OPEN SESSION – Reconvened to open session at 6:15 p.m.
- G. PLEDGE OF ALLEGIANCE - Lauren Feldman, Student Board Representative led the Pledge of Allegiance.
- H. APPROVAL OF THE AGENDA – Mr. McDonald requested to pull item V D and place on the October agenda. Trustee Landry moved to approve the agenda. Trustee Noe seconded the motion. Approved by 4 yes, 0 no, 1 absent.
- I. INPUT FROM THE PUBLIC REGARDING ITEMS NOT ON THE OPEN SESSION AGENDA – Mrs. Rahimi, Analy High School parent addressed the Board regarding AP classes, grading and credit policy.
- J. CONSENT CALENDAR: Trustee Devoto moved to approve the Consent Calendar. Trustee Landry seconded the motion. Approved by 4 yes, 0 no, 1 absent.
  - 1. CONSIDERATION OF APPROVAL OF AUGUST 10, 2011 BOARD MEETING MINUTES
  - 2. CONSIDERATION OF APPROVAL OF THE AUGUST 30, 2011 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 REQUEST
  - 5. CONSIDERATION OF APPROVAL OF DONATIONS
  - 6. CONSIDERATION OF APPROVAL OF 2010-2011 WARRANT REGISTERS AUGUST 4, 2011 THROUGH SEPTEMBER 7, 2011
  - 7. CONSIDERATION OF APPROVAL OF 2011-12 CONTRACT AGREEMENT BETWEEN WEST SONOMA COUNTY UNION HIGH SCHOOL DISTRICT (WSCUHS) AND JOHN NAMKUNG, CONSULTANT FOR SPECIAL EDUCATION FACILITATED REVIEW CONSULTING SERVICES
  - 8. CONSIDERATION OF REVISED AGREEMENT WITH JIM AUGSBURGER, SCHOOL PSYCHOLOGIST FOR PSYCHOLOGIST SERVICES
  - 9. CONSIDERATION OF APPROVAL OF CONTRACT AGREEMENT BETWEEN WEST SONOMA COUNTY SPECIAL EDUCATION CONSORTIUM (WSCSEC) AND LINDA JOHNSON, OCCUPATIONAL THERAPIST FOR OCCUPATIONAL THERAPY SERVICES
  - 10. CONSIDERATION OF APPROVAL OF REVISION TO BOARD POLICY 4350 - COMPENSATION AND RELATED BENEFITS

**11. CONSIDERATION OF APPROVAL OF 2011-2012 CONTRACT AGREEMENT BETWEEN WEST SONOMA COUNTY UNION HIGH SCHOOL DISTRICT SPECIAL EDUCATION CONSORTIUM AND MICHELLE JACOBSEN-MCCARTHY FOR BILINGUAL PSYCHOLOGY ASSESSMENTS**

**K. CLOSED SESSION REPORT**

1. STUDENT DISCIPLINE – Trustee Landry move to approve the recommendations of the Administration in student discipline case #1(11-12). Trustee Devoto second the motion. Approved by 4 yes, 0 no, 1 absent.

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

The Board of Education approved the employment of the following certificated teachers:

- a. Bob Hardcastle, AHS, .20 FTE English teacher, effective September 12, 2011
- b. Rita Salluzzi, AHS, .80 FTE Art teacher, effective August 17, 2011
- c. Christy Lubin, AHS, .60 FTE RSP teacher, effective August 29, 2011
- d. Leslie Cobb-Bruno, .20 FTE, Sp. Ed. Consortium Speech/Language Therapist, effective September 13, 2011
- e. Teresa Fogolini, Nursery School Teacher, .40 FTE, effective September 15, 2001

The Board of Education approved the increase to the following certificated teachers:

- a. Matt Transue, .20 FTE EMHS Social Sciences teacher, effective September 8, 2011
- b. Linda Ruder, .10 FTE AHS Counselor, effective September 15, 2011
- c. Michelle Larkin, .20 FTE EMHS Spanish teacher, effective August 16, 2011
- d. Christina Bush, .08 FTE Nursery School teacher, effective August 30, 2011
- e. Kate Oitzinger, .80 FTE EMHS Science, effective August 16, 2011
- f. Nick Stoll, .20 FTE EMHS Science, effective August 16, 2011

The Board of Education approved the 2011-2012 Department Chairs

<b>Department</b>	<b>AHS</b>	<b>EMHS</b>
AA&T/Career Technical Education	Tomi Smith	Martin Curtis
Counseling	Carol DeBello	Doug Pepe
English	Laurie Fadave	Danielle Barese
Fine Arts	Andy Del Monte	Kent Wilson
Math	Besty Amirkhan/ Dave Casey	Rachel Lasek
Physical Education	Nancy Williams	Mike Roan
Science	Joe Compagno	Mary Beth Smith
Social Sciences	Matt Kristensen	Eric Wycoff
Special Education	Sharon Dugan	Shelli Saenz
Modern Language/World Language	Lisa Isabeau	Michele Larkin

The Board of Education approved the employment of Ann Mansfield, AHS, Site Career Center Coordinator, effective September 1, 2011

The Board of Education approved the increase of hours/days to the following classified employees:

- a. Gwen Salani, AHS Food Service Worker, 1 hour/day, effective August 15, 2011
- b. Av Lefkowitz, EMHS/AHS Outreach Therapist, 5 days, effective August 16, 2011
- c. Mark Johnson, AHS/LHS Outreach Therapist, 5 days, effective August 16, 2011

The Board of Education approved the request from Bill Olzman, EMHS English/Humanities/Social Sciences teacher for a .20 FTE leave of absence, effective September 8, 2011

The Board of Education approved the letter of resignation from Randall Soliz, EMHS Spanish/French teacher, effective August 15, 2011

The Board of Education approved the letter of resignation from Joann Woosley, AHS Food Service Worker, effective September 24, 2011

**II. SPECIAL RECOGNITION**

- A. INTRODUCTION OF 2011-2012 STUDENT BOARD REPRESENTATIVES – Analy Principal, Chris Heller introduced Student Board Representative, Lauren Feldman. El Molino Vice-Principal, Matt Dunkle introduced Student Board Representative, Ashlin Neal. Laguna Principal, Brenda Hoff introduced Student Board Representative, David Esqueda.
- B. INTRODUCTION OF NEW DISTRICT EMPLOYEES - Superintendent McDonald introduced Matt Dunkle, El Molino Vice-Principal. Matt Dunkle, El Molino Vice-Principal welcomed Chris Correa, Culinary Arts Teacher and Mary Buran-Weiss, Food Service Worker. Both were unable to attend the meeting. Chris Heller, Analy Principal introduced Sheri Leidl, Math Teacher and Anne Mansfield, Site Career Center Coordinator, Bryan Harrison, Christy Lubin and Rita Salluzzi were unable to attend the meeting. Kathryn Davy, Director of Special Education introduced Becky Raymond, School Nurse and Sheena Eckland, Psychologist: Cathy Ferland, Leslie Cobb-Bruno, Ilene Avella, Kendell Brown and Elaine Mitchell were unable to attend the meeting.
- C. RECOGNITION OF CLASSIFIED RETIREMENT - Kathryn Davy, Director of Special Education introduced and recognized Cheryl Northen. Trustee Stecher presented Ms. Northen with a certificate and a gift.
- D. BREAK FOR REFRESHMENTS – Refreshments were served.

**III. COMMUNICATION**

- A. VERBAL - None
- B. WRITTEN – Mr. McDonald reported Denise Calvert, Deputy Superintendent and Secretary to the Sonoma County Committee on School Districts Organization, notified the District about nominations for the October County Committee Election for the Fourth Supervisorial District. Mr. McDonald also reported State Controller, John Chiang’s office provided information to the District regarding reimbursement of mandated cost claims that were not processed, however, the District will receive reimbursement.

**IV. REPORTS**

**A. STUDENT BOARD REPRESENTATIVES**

Lauren Feldman, Analy Student Board Representative reported the start of school is off to a good start and the freshman students have transitioned well. The Homecoming Dance is October 1. A Club Faire was held on September 8, many clubs were represented. The Analy Band played the National Anthem at the Giants game. Ms. Feldman reported that due to fewer counselors, some students have been assigned to a new counselor.

David Esqueda, Laguna Student Board Representative thanked Mr. McDonald and the Board for the opportunity to serve as the student representative. The student council elections were last week. The Laguna rummage sale will be October 21. Mr. Smith and Ms. Wiley are helping students create a mural. The start of the school year has been smooth.

Ashlin Neal, El Molino Student Board Representative reported that school was off to a good start. The students participated in a rally and a welcome back dance. Coach Roan is teaching the leadership class. Fall sports are under way. The WASC committee is hard at work. Homecoming Dance will be on November 5. Back to School Night was held last week. Ms. Neal reported that students are interested in the Measure I updates.

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### B. PRINCIPALS

Chris Heller, Analy Principal reported Analy received commendations from Newsweek Magazine for being named one of the top 500 schools in the nation. There will be a rally on Thursday, September 22 for the students. Back to School Night was very successful. The Analy Jazz Band performed prior to Back to School Night. The AP scores are included in the Board packet. Staff Development meeting will be held tomorrow for WASC. The library is under a remodel thanks to the Analy Education Foundation and Rosalee Abbott. Ms. Abbott with the help from the Education Foundation and many volunteers were able to pick up shelving from a closing book store to benefit the library.

Brenda Hoff, Laguna Principal reported Back to School Night is Thursday, September 15. One of the WASC recommendations was to have the Laguna parents become more involved at the school. Ms. Hoff is offering parents come and meet to talk with her and teachers. Five students at this time still need to turn in the Pertussis immunization or a waiver. Ninety students are enrolled at Laguna and three in the Community Day School. Laguna will administer the California Healthy Kids Survey next Tuesday. Ms. Hoff congratulated Analy High School on their recognition as one of the top 500 schools in the nation.

Doria Trombetta, El Molino Principal - Absent

### C. ASSOCIATION REPRESENTATIVES

Mark Ballard, CSEA – No report

Bill Olzman, WSCTA President reported that the management is working well together. Mr. Olzman reviewed and acknowledges the hard work that went in to the passage of Measure I and there is amazing staff members in our District. Mr. Olzman also addressed the growing disparity in enrollment at one of the district high schools.

### D. BOARD MEMBERS

Trustee Landry congratulated Mark Ballard, Technology Specialist on the participation in a raffle held at Meru Networks. Mr. Ballard entered and won a wireless network worth \$65,000. Trustee Landry reported that she attended Analy and El Molino Back to School Nights and will attend Laguna Back to School Night this Thursday.

Trustee Devoto congratulated Mark Ballard for winning the technology raffle. The Teen Counseling Project will be hosting a movie showing at the Sebastopol Community Center on October 9.

Trustee Noe reported it was a pleasure to attend a County-wide conference at SCOE regarding the Youth Ecology Core. Two Laguna High School students are getting school credits to participate in the program.

Trustee Stecher reported that he is happy that the Analy librarian, Ms. Abbott got together with the Analy Education Foundation and volunteers to take on the shelving project for the Analy library.

### E. SUPERINTENDENT

- Solar Schoolhouse Workshop on September 8 – Mr. McDonald reported the district arranged to host a solar school house workshop. Fourteen teachers attended. PG&E will hook the campuses up to solar September 24 and 25<sup>th</sup>.
- Solar project ribbon cutting tentative dates before Board meetings: Mr. McDonald reported the ribbon cuttings will be held the following dates at 4 pm.
  - October 12 at El Molino
  - November 9 at Analy
- Revised Sexual Health Curriculum – Mr. McDonald gave a brief update on the curriculum.

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- “Best Practices in Teaching Adolescent Reproductive Health” workshop at Sonoma County Office of Education on September 19 – Mr. McDonald reported that twelve district employees will attend the conference.
- Special Education State Performance Plan Facilitated Review Grant – Mr. McDonald reviewed that the California Department of Education invited the WSCUHSD to participate in a facilitated self review process. This is a grant-supported improvement program due to disproportionate involvement of students in special education. This is a self review of improving interventions and improving academics.
- Sonoma County Office of Education concerns regarding WSCUHSD 2011-2012 Adopted Budget – Mr. McDonald reviewed the four concerns Sonoma County Office of Education, Director of Fiscal Services shared with the District.
- Mr. McDonald gave an update on the Pertussis law requirements that go into effect this week. Mr. McDonald applauded teachers, parents, nurses, and staff for doing a great job on notifying parents and students about the requirements and following through to make sure all students meet the requirements. As of this Friday the district is required by law to exclude those students that have not met the requirements.
- Mr. McDonald reported to the Student Board Representatives that he would be happy to visit the leadership classes to review the updates regarding Measure I.

### V. DISCUSSION /ACTION ITEMS

- A. 

7:05 P.M. PUBLIC HEARING ON SUFFICIENCY OR INSUFFICIENCY OF INSTRUCTIONAL MATERIALS – The Public Hearing was opened at 7:05 p.m. No comments were made. The Public Hearing was closed at 7:06 p.m.
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- B. CONSIDERATION OF APPROVAL OF RESOLUTION #3.SEPT.2011-2012 ON SUFFICIENCY OR INSUFFICIENCY OF INSTRUCTIONAL MATERIALS - Mr. McDonald reviewed the resolution regarding Sufficiency or Insufficiency of Instructional Materials. The resolution confirms that there is sufficiency of standards-aligned textbooks and instructional materials in all subject areas in our District schools. Trustee Noe moved to approve Resolution #3.SEPT.2011-2012 on Sufficiency or Insufficiency of Instructional Materials. Trustee Devoto seconded the motion. A roll call vote, Trustee Devoto, yes, Trustee Landry, yes, Trustee Noe, yes, Trustee Stecher, yes, Trustee DeSart, absent. Approved by 4 yes, 0 no, 1 absent.
- C. SONOMA COUNTY OFFICE OF EDUCATION CAREER DEVELOPMENT / WORKFORCE PREPARATION DEPARTMENT – Mr. McDonald introduced Dan Blake, Career Development Specialist and Patricia Biaggi, Curriculum Specialist. Mr. Blake and Ms. Biaggi gave reports regarding the developments in Career Technical Education in Sonoma County, curriculum articulation with the community colleges, the Sonoma County K-16 Career Development System and the Regional Occupation Programs.
- D. CONSIDERATION OF DISTRICT TECHNOLOGY COMMITTEE RECOMMENDATION REGARDING FILTERING SOCIAL MEDIA ON DISTRICT INTERNET SERVICE – This item was pulled from the agenda and will be resubmitted on the October agenda.
- E. CONSIDERATION OF APPROVAL OF 2010-2011 UNAUDITED ACTUALS - Mr. Jorgensen reviewed the 2010-2011 Unaudited Actuals Report. The following items were reviewed:
- Revenue Detail
  - Federal Revenue
  - Other Local Revenue
  - Expenditure Detail

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- Certificated
- Books and Supplies
- Service, Other Operating

Trustee Landry moved to approve the 2010-2011 Unaudited Actuals. Trustee Devoto seconded the motion. Approved by 4 yes, 0 no, 1 absent.

- F. CONSIDERATION OF APPROVAL OF UPDATE TO THE PARCEL TAX PLAN – Mr. Jorgensen reported that due to the expiration of the Measure “K” parcel tax at the close of the 2012-13 school year the District is considering a two-year parcel tax budget plan. The following items were reviewed:

- Prior Year 2010-11
  - Revenue
  - Expenditures
  - Total Expenditures
- Current Year 2011-12
  - Revenue
  - Expenditures
  - Total Expenditures
- Final Year 2012-13
  - Revenue
  - Expenditures
  - Total Expenditure

The following discussion took place regarding:

- Future parcel tax
- Financial support for bus service in the district

Trustee Landry moved to approve the Update to the Parcel Tax Plan. Trustee Noe seconded the motion. Approved by 4 yes, 0 no, 1 absent.

- G. WEST SONOMA COUNTY GRADE 7/8 MIDDLE SCHOOL CONCEPT – Mr. Jorgensen reported that Forestville Union School District and Guerneville Union School District joined West Sonoma County Union High School District to discuss the concept on the 7/8 middle school. Ms. Dickson-Schwartzbach of Sonoma County Office of Education facilitated the meeting along with Dr. Steve Harrington who also provided information during the meeting. Mr. McDonald will be meeting with the facilitator and the three superintendent’s to review the possible negative and positive impacts of the concept. Sonoma County Office of Education is working diligently to get answers towards the blending rate. The following comments were made:

- Districts offering the same programs that may be getting a blended revenue limit
- Preparing all four possible budget situations
- Transportation of middle schools and high school students together
- Comments from other elementary districts
- Monte Rio not interested in the program
- Sebastopol district interest in program
- Additional information is needed

- H. CONSIDERATION OF APPROVAL OF REVISIONS TO DECLARATION OF NEED FOR FULLY QUALIFIED EDUCATORS FOR 2011-2012 SCHOOL YEAR - Mr. Jorgensen reviewed the revised declaration of need. Trustee Noe moved to approve the Revisions to Declaration of Need for Fully Qualified Educators for 2011-2012 School Year. Trustee Landry seconded the motion. Approved by 4 yes, 0 no, 1 absent.

- I. CONSIDERATION OF APPROVAL OF RESOLUTION #4.SEPT.2011-2012 IN THE MATTER OF ADOPTING THE GANN LIMIT - Mr. Jorgensen reviewed the resolution in the Matter of Adopting the Gann Limit. Mr. Jorgensen reported that the Board was handed a corrected dated copy of the resolution. Trustee Devoto moved to approve Resolution

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#4.SEPT.2011-2012 in the Matter of Adopting the Gann Limit. Trustee Noe seconded the motion. Approved by 4 yes, 0 no, 1 absent.

J. DISTRICT FACILITIES MASTER PLAN AND FUNDING OPTIONS – Mr. McDonald introduced John Isom, of Isom Advisors. Mr. Isom reviewed the general idea of bridge financing. The following items were reviewed:

- Bond Program Overview
  - Summary of Bonds
- Specific Financing Objectives
- Rating
  - District received AA3 rating
- Sale Process
- Maximize Proceeds and Minimize Costs
- Program Summary
- New funding options
- Funding options going forward
- Bond Program Considerations
  - Structure of Bonds
  - Interest rates
  - Tax rates
  - Years to borrow
- District Assessed Value Update
  - Tax base and assessed value
- Bridge Loan Bond Anticipation Note
- 2011 Interest Rate Environment
- Timeline Bridge Loan 2011-12
  - Bridge Loan Schedule

The following discussion took place regarding:

- Construction costs
- Projects district wants to accomplish
- Priority does not need to be set all at once
- Priorities will likely change
- Reviewed the master plan items
- Roof replacements
- Facilities needs
- Deferred maintenance and items must be identified and placed on the top of the list
- Heat ventilation in gym/cafeteria
- ADA / building code mandatory

The following items were reviewed:

- Recommendation to the Board to take the draft and the master plan to come up with suggestions or recommendations of priorities
- Review the priority list
- Bleachers at El Molino and Analy
- Create individual columns for what brings students into this area
- Separate items, turf field and bleachers
- The process and discussions of the site design committee for Analy
- Mr. McDonald reviewed the basis in which the projects should be considered and placed on the priority list
  - School / community wants
  - What is best for the District
  - Architects pointed out things that need to be addressed
  - Responsibility of the board to decide on the next project
  - Board to narrow field in the next project, and then have community meeting

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- Remaining dollars available to spend
  - Boards make list or modify existing list and bring back for discussion
  - Board Policy regarding the naming of specific buildings
  - Like format of the priority list
  - DSA requirements
- K. FIRST READING OF PROPOSED REVISION TO BOARD POLICY 3320 – CLAIMS AND ACTIONS AGAINST THE DISTRICT – Mr. Jorgensen reviewed the revisions to the Board Policy. The Board recommended this item be brought back to the Consent Calendar in October.
- L. REVIEW OF BOARD POLICY 3541.1 AND FIRST READING OF PROPOSED REVISIONS TO ADMINISTRATIVE REGULATIONS 3541.1 TRANSPORTATION FOR SCHOOL-RELATED TRIPS – Mr. McDonald reviewed the revisions to Board Policy and Administrative Regulation regarding the addition of the “meet” at the event option. The Board recommended this item be brought back to Consent in October.
- M. FIRST READING OF PROPOSED REVISIONS TO BOARD POLICY 6146.1 GRADES AND CREDITS (RELATED TO PHYSICAL EDUCATION CREDITS FOR CHEERLEADING) – Mr. McDonald reviewed the Board Policy which would allow students to meet the PE graduation requirement through successful participation in school-sponsored cheerleading. The Board recommended to bring this item back on October Consent.
- N. CONSIDERATION OF ANNUAL BOARD SELF-EVALUATION RESULTS - Trustee Stecher recommended this item be tabled until the October Board meeting.

**VI. FUTURE AGENDA ITEMS**


- A. COMMON CORE STANDARDS – OCTOBER
- B. REPORT ON INTERDISTRICT AND INTRADISTRICT TRANSFERS FALL 2011 - OCTOBER
- C. FIRST READING OF PROPOSED REVISIONS TO BOARD POLICY 5141.31 IMMUNIZATIONS - OCTOBER
- D. REVISED BOARD POLICY AND ADMINISTRATIVE REGULATION 5117 INTERDISTRICT ATTENDANCE PROCEDURES
- E. REVISED BOARD POLICY AND ADMINISTRATIVE REGULATION 5116.1 INTRADISTRICT ATTENDANCE PROCEDURES

**VII. ADJOURNMENT – The meeting was adjourned at 9:44 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 October, 2011.

  
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