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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 28, 2009
El Molino High School Library
7050 Covey Road
Forestville, CA 95436

5:00 p.m. Open Session
5:05 p.m. Closed Session
Approximately 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> |
| | Kellie Noe, President |
- Diane Landry, Vice-President
Jeanne Fernandes, Clerk
Susan Devoto, Trustee
David Stecher, Trustee
Keller McDonald, Superintendent
Gordon Allen, Student Board Representative
Patrick Franck, Student Board Representative
Stephen Garboden, Student Board Representative
- 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:
1. STUDENT DISCIPLINE CASE - #3-(09-10), #4-(09-10), #5-(09-10)
 2. PUBLIC EMPLOYMENT
 - a. Certificated
 - b. Classified
 - c. Coaches
 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

6. PENDING LITIGATION – 1 CASE (Government Code Section 54956.9)

- E. RECONVENE TO OPEN SESSION – Reconvened to open session at 6:13 p.m.
- F. PLEDGE OF ALLEGIANCE – Patrick Franck, El Molino Student Board Representative led the Pledge of Allegiance.
- G. APPROVAL OF THE AGENDA – Trustee Stecher moved to approve the agenda. Trustee Fernandes seconded the motion. Approved by 4 yes, 0 no, 1 absent. Approved by Student Board Representatives, 2 yes, 1 absent.
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. CONSENT CALENDAR: Trustee Fernandes moved to approve the Consent Calendar. Trustee Devoto seconded the motion. Approved by 4 yes, 0 no, 1 absent. Approved by Student Board Representatives, 2 yes, 1 absent.
 - 1. CONSIDERATION OF APPROVAL OF SEPTEMBER 14, 2009 AND SEPTEMBER 23, 2009 BOARD MINUTES
 - 2. CONSIDERATION OF APPROVAL OF OVERNIGHT FIELD TRIP REQUEST
 - 3. CONSIDERATION OF APPROVAL OF SUPERINTENDENT’S RATIFICATION OF OVERNIGHT FIELD TRIP REQUEST
 - 4. CONSIDERATION OF APPROVAL OF PRELIMINARY REQUEST FOR OUT OF STATE OVERNIGHT FIELD TRIP
 - 5. CONSIDERATION OF APPROVAL OF DONATIONS
 - 6. CONSIDERATION OF APPROVAL OF 2009-2010 WARRANT REGISTERS SEPTEMBER 17, 2009 THROUGH OCTOBER 21, 2009
 - 7. CONSIDERATION OF APPROVAL OF REVISIONS TO BOARD BYLAWS, BB9110 TERMS OF OFFICE AND BB9323.1 ORDER OF BUSINESS
 - 8. CONSIDERATION OF APPROVAL OF REVISIONS TO LIBRARY / MEDIA CLERK JOB DESCRIPTION
 - 9. CONSIDERATION OF APPROVAL OF HOMEWORK CENTER COORDINATOR JOB DESCRIPTION
 - 10. CONSIDERATION OF APPROVAL OF QUARTERLY WILLIAMS REPORT
 - 11. CONSIDERATION OF APPROVAL OF CERTIFICATED SENIORITY LIST
 - 12. CONSIDERATION OF APPROVAL OF DECLARATION OF SURPLUS SCHOOL EQUIPMENT
- I. INPUT FROM THE PUBLIC REGARDING ITEMS NOT ON THE OPEN SESSION AGENDA – None

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J. CLOSED SESSION REPORT

1. STUDENT DISCIPLINE – Trustee Fernandes moved to approve the recommendations of the administration and the Administrative Hearing Panel in student discipline case # 3-(09-10), #4-(09-10) and #5-(09-10). Trustee Devoto 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 to increase Lisa Doyle, Special Education Teacher to a .40 FTE, effective November 1, 2010

The Board of Education approve to hire Dori King, Title I Instructional Assistant, El Molino, effective September 30, 2009

The Board of Education approved the following fall coaches:

Position	Analy	El Molino
Football – Boys		
Head	Daniel Bourdon	Mike Roan
Assist.	Kenny Knowlton	Matt Transue
Assist.	Nick Royer	Kai Hamblin
Assist.	Dave Mantooth	
J.V. Head	Joe Maloney	Mousa Husary
Assist.	Daniel Gill	Ryan Hopkins
Frosh Head	Tom Tosti	Randy Parmeter
Assist.		Dave Ramalia
Volunteer	Nikko Miller	Larkin Jormi**
Volunteer	Bryan Carter	Clay Thistle
Volunteer	Toby Carpenter	Kyle Sheets
Volunteer	Russ Olson	Derrick Sheets
Volunteer	Jason Carpenter **	
Volunteer	Mike Barnard	
Volunteer	Keith Shoulders	
Volunteer	Rob Royer	
Volunteer	Randy Lingle	
Volunteer	Steve Silveria	
Volunteer	Phil Davis	
Soccer – Boys		
Varsity Head	Peter Meechan	Dan Calmeyer
JV Head	Martin Linley	Dan Calmeyer
Volunteer	Jimmy Olvera **	William Newman**
Soccer – Girls		
Varsity Head	Joseph Heil	Julius Ujeh
JV Head	Matt Shubin	Avelon John
Volunteer	Brittney Briones	
Cross Country		
Head	Kim MacQuarrie	Darryl Beardall
Assist.	John Taylor **	Wendy Keeler
Volleyball – Girls		
Varsity Head	Nancy Williams	Leslie Grassl
J.V. Head	Holley Folendorf	Bob Geissenger
Frosh Head	Katie McCollister	Taylor Manton

Volunteer	Becky Olson	Salvador Ingram**
Volunteer	Andrea Chase**	
Tennis – Girls		
Head	Rick Passero	Jen Ham
Golf – Girls	Dianne Lloyd	Bill Olzman
Volunteer		John Thomas

The Board of Education accepted the voluntary reduction of hours from Edna Cheek, Analy Nursery School Teacher, effective August 31, 2009

II. COMMUNICATION

- A. VERBAL - None
- B. WRITTEN - None

III. REPORTS

A. STUDENT BOARD REPRESENTATIVES

Patrick Franck, El Molino Student Board Representative reported the El Molino Homecoming Dance will be held on November 7. The first order of senior sweatshirts has been placed. October 5-12 was Spirit Week.

Brenda Hoff, Laguna Principal, introduced Stephen Garboden, Laguna Student Board Representative.

Stephen Garboden, Laguna Student Board Representative reported that the Student of the Week is Amber Scoma, and the Student of the month is Jennifer Lara. The Student Council had their first meeting. Friday, October 30, Laguna will hold a barbeque. Report cards will be mailed out soon. Project Success has been very helpful and things are running smooth on campus.

Gordon Allen, Analy Student Board Representative – absent

B. PRINCIPALS

Doria Trombetta, El Molino Principal, acknowledged the artwork in the library. Joan Vreeburg, El Molino Science teacher has arranged a science speaker series. Dr. James DeKloe, Biotechnology Professor at Solano Community College, Dr. Dave Gilchrist, Biotech Professor from US Davis and Dr. Richard Perce from UC Davis Veterinary School. These speakers are coming to El Molino to speak and motivate students who pursue a career in science. Rochelle Rose, Laura Malcolm and Martin Curtis attended the Junior College Safe Schools’ trainings. The freshman support program is up and running. El Molino Education Foundation hosted the Hall of Fame dinner. The El Molino computer lab is set up and functioning.

Raul Guerrero, Analy Vice Principal, reported that Mr. Heller was unable to attend the Board meeting due to the Every 15 Minutes program. The Every 15 Minutes program started today and was successful. Analy held a blood drive recently. Spirit Week was a wonderful experience. The Homecoming Dance was held last weekend. There were over 400 students that participated in the dance and things went very smooth. The administration is visiting middle schools. The first tour of Analy High School was last Monday. Analy has had an average of eight to twelve students shadowing every Monday. This past weekend Analy hosted the Fall Music Festival. Analy has started using School Messenger.

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Brenda Hoff, Laguna Principal, reported the Asthma Coalition Representative spoke to the Laguna staff today. West County Community Services has been on the Laguna campus and five outreach groups have been on campus. The California Healthy Kids Survey is complete. Laguna students will participate in a ropes course next month. The Rotary is working on an outdoor classroom, which will include a greenhouse and garden. The Voice of Democracy is taking place with four students participating. Laguna sent out their first newsletter. The Literary Magazine is up and running. Twelve students will be enrolled at the Community Day School as of next month. Andy Del Monte is teaching music to students who attend the Community Day School and it is very impressive to see his work with the students.

C. ASSOCIATION REPRESENTATIVE

Mark Ballard, CSEA President – Mr. Ballard reported that Behavior Assistant job description was ratified. The El Molino computer lab was used for the first time today.

Ed Lynch, WSCTA Co-President reported on the budget cuts and the affects on our children. Mr. Lynch encouraged Board members to visits the school sites.

D. BOARD MEMBERS

Trustee Stecher – No report

Trustee Devoto reported she had the opportunity to cook for the judges at the Fall Band Festival held at Analy High School.

Trustee Fernandes was able to attend the exciting Analy / Petaluma volleyball game.

Trustee Landry – No report

Trustee Noe - Absent

E. SUPERINTENDENT – Mr. McDonald reported that the Staff Development Minimum Day activities were beneficial. The attendance figures were unaffected.

- Sonoma County Student Assistance Program Collaborative – Mr. McDonald reviewed the program, which consists of six school districts, and five community based organizations. The grant would continue Project Success in Petaluma and West County high schools at least through December 2010.
- Aiming High Initiative – Mr. McDonald reviewed the initiative designed to close the achievement gap for English learners. Twenty-two school districts and twenty-one partner groups are participating in Aiming High. The Sonoma County Association of School Administrators and Sonoma County Office of Education provide joint leadership for this effort. Raul Guerrero, Vice Principal at Analy will be our district representative.
- CBEDS Enrollment – Mr. McDonald reviewed the CBEDS enrollment information.

IV. DISCUSSION AND ACTION ITEMS

- ### A. WEST COUNTY COALITION FOR ALCOHOL AND DRUG-FREE YOUTH – Mr. McDonald introduced Diane Davis, West County Coalition for Alcohol and Drug-Free Youth Coordinator working with the Sebastopol Police Department. Ms. Davis reviewed the program and the activities that are offered. The Coalition collaborates with Project Success counselors on preventing underage drinking. The Coalition will be implementing a Parent Pledge, which will be available on line and distributed through a mailing. Activities at the Friday Night Live include a live-youth development model, which teaches life skills to youth. They are taught how to conduct focus group and make presentations to Coalition, Board members or the City Council. They are given tools to prepare for public speaking.

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B. CONSIDERATION OF APPROVAL OF 2009-2010 BUDGET UPDATE AND APPROVAL OF BUDGET ADJUSTMENT – Mr. Jorgensen reviewed the following items:

- Unaudited Actuals 08-09 Ending Fund Balance
- Adjusted Unrestricted Fund Balance
- Unaudited Restricted Funds
- Adjusted Restricted Fund Balance
- Adjusted Undesignated Ending Fund Balance
- Unrestricted Funds Available

Trustee Fernandes moved to approve the 2009-2010 Budget Update and Approval of Budget Adjustment. Trustee Stecher seconded the motion. Approved by 4 yes, 0 no, 1 absent.

C. REPORT ON INTERDISTRICT AND INTRADISTRICT TRANSFERS FOR FALL 2009 – Mr. McDonald reviewed the report on the interdistrict transfers as of October and for the last six school years. The report reflects the tracking of where students are coming from and where they are going, as well as reasons for transferring. A discussion followed:

- Marketing research
- Completion of school year or remain with class
- Transfers into district has doubled from 2004 to 2009
- Net 20 more students this year than last year
- Targeting students from outside districts
- Online survey
- Social environment transfers
- Parents knowledge of the programs the District offers
- Parents researching schools

D. FEDERAL SCHOOL FACILITY BONDS, GENERAL OBLIGATION BONDS AND PARCEL TAX MEASURE – Mr. McDonald reviewed the two main bond programs, Clean Renewal Energy Bonds, (CREBs), and Qualified School Construction Bonds. The District CREBs Bond applications have been approved. A discussion followed:

- Projects listed a definitive list
- Refinancing general obligation bonds
- Lending rate for Government bonds very low
- Benefit to tax payers to refinance outstanding General Obligation Bond
- Existing 20 year bond
- Survey costs
- Feedback from the community
- Parcel tax renewal
- Amount of work to renew parcel tax
- Significant impact of parcel tax dollars
- Programs that are drawing students
- Extension of existing bond
- Timing
- Need to address our facilities needs
- Need for a survey
- Guarantee that the District would not lose the parcel tax
- Sunset of existing bond
- Bond for solar project
- Hardship Deferred Maintenance
- Private funding

Mr. McDonald was asked to bring this item back to the November Board meeting.

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- E. CONSIDERATION OF APPROVAL OF ACTUARIAL STUDY AGREEMENT – Mr. Jorgensen reviewed the requirements of the Actuarial Study Agreement. Trustee Fernandes moved to approve the Actuarial Study Agreement. Trustee Devoto seconded the motion. Approve by 4 yes, 0 no.
- F. FIRST READING OF REVISIONS TO BEHAVIORAL ASSISTANT JOB DESCRIPTION
Mr. Jorgensen reviewed the revisions to the Behavioral Assistant Job Description. Trustee Landry recommended this item be brought back to the November Board meeting on the Consent Calendar.
- G. CONSIDERATION OF APPROVAL OF DEVELOPER FEE JUSTIFICATION STUDY
Mr. Jorgensen reviewed the process for a Developer Fee Justification Study and the two proposals for consideration. Trustee Fernandes moved to approve Government Financial Strategies (GFS) to conduct the Developer Fee Justification Study. Trustee Stecher seconded the motion. Approved by 4 yes, 0 no, 1 absent. A discussion followed:
- Fees
 - Cost of the last study
 - Developer fee dollars support improvements at the school sites
 - Partner districts share in expense
 - Coordinate with partner districts
- H. CONSIDERATION OF APPROVAL OF 403(b) THIRD PARTY ADMINISTRATOR, RESOLUTION #06.OCT.2009-2010 – Mr. Jorgensen reviewed Resolution #06.OCT.2009-2010. Trustee Stecher moved to approve the 403(b) Party Administrator Resolution #6.OCT.2009-2010. Trustee Fernandes seconded the motion. Approve by 4 yes, 0 no, 1 absent.

V. FUTURE AGENDA ITEMS

- A. SCHOOL BOARD SELF-EVALUATION PROCESS - NOVEMBER
- B. SITE SCHOOL SAFETY COMMITTEE REPORTS - NOVEMBER
- C. RECOGNITION OF PROJECT SUCCESS 1-4-1 CLUB POINTS OF LIGHT AWARD - NOVEMBER
- D. FIRST READING OF 2010 BOARD OF EDUCATION MEETING CALENDAR - NOVEMBER
- E. PROGRESS REPORT ON DISTRICT GOALS – NOVEMBER
- F. QUARTERLY REPORT AND CERTIFICATION OF THE COUNTY TREASURER - NOVEMBER

VI. **ADJOURNMENT** – The meeting was adjourned at 8:30 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 18th day of November 2009.

