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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

December 14, 2011
El Molino High School Library
7050 Covey Road
Forestville, CA 95436

5:00 p.m. Open Session
5:05 p.m. Closed Session
6:30 p.m. Open Session

Please note open session starting time is later than usual

I. PRELIMINARY

A. CALL TO ORDER – The meeting was called to order at 5:00 p.m.

B. ROLL CALL

Present

David Stecher, President
Kellie Noe, Vice-President
Rebecca DeSart, Clerk
Susan Devoto, Trustee
Diane Landry, Trustee
Keller McDonald, Superintendent
Ashlin Neal, Student Board Representative

Absent

Lauren Feldman, Student Board Representative

David Esqueda, 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 #2-(11-12)
2. PUBLIC EMPLOYMENT
 - a. Certificated
 - b. Classified
 - c. Coaches
3. PUBLIC EMPLOYEE - DISCIPLINE/DISMISSAL/RELEASE
4. EVALUATIONS:
 - a. Superintendent
 - b. Management Employees

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- c. Certificated Employees
- 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

Unrepresented Employees:

Confidential/Supervisory

Keller McDonald

Management

Keller McDonald

Superintendent

Keller McDonald

6. PENDING LITIGATION – 2 CASES

- E. RECONVENE TO OPEN SESSION – The meeting was reconvened at 6:35p.m.
- F. PLEDGE OF ALLEGIANCE – Trustee Stecher led the Pledge of Allegiance.
- G. APPROVAL OF THE AGENDA – Trustee Landry moved to approve the agenda. Trustee DeSart seconded the motion. Approved by 5 yes, 0 no.
- H. INPUT FROM THE PUBLIC REGARDING ITEMS NOT ON THE OPEN SESSION AGENDA - None
- I. CONSENT CALENDAR: Trustee Landry moved to approve the Consent Calendar with changes to a typing error on item 7 of the Consent Calendar. Trustee Noe seconded the motion. Approved by 5 yes, 0 no.
 - 1. CONSIDERATION OF APPROVAL OF NOVEMBER 9, 2011 BOARD MEETING MINUTES
 - 2. CONSIDERATION OF APPROVAL OF OVERNIGHT FIELD TRIP REQUEST
 - 3. CONSIDERATION OF APPROVAL OF DONATIONS
 - 4. CONSIDERATION OF APPROVAL OF 2011-2012 WARRANT REGISTERS NOVEMBER 3, 2011 THROUGH DECEMBER 7, 2011
 - 5. CONSIDERATION OF APPROVAL OF BOARD POLICY 3290.1 SPONSORSHIP BY A NON-SCHOOL ORGANIZATION AND ACKNOWLEDGEMENT FOR SPONSORSHIP
 - 6. CONSIDERATION OF APPROVAL OF REVISIONS TO BOARD POLICY 6163 AND ADMINISTRATIVE REGULATION 6163 STUDENT USE OF TECHNOLOGY
 - 7. CONSIDERATION OF APPROVAL OF PROPOSED DISTRICT BILITERACY AWARD
 - 8. CONSIDERATION OF APPROVAL OF 2011-2012 CONTRACT AGREEMENT BETWEEN WEST SONOMA COUNTY SPECIAL EDUCATION CONSORTIUM (WSCSEC) AND KELLIE HENKEL FOR SPEECH AND LANGUAGE SERVICES
 - 9. CONSIDERATION OF APPROVAL OF SUPERINTENDENT'S RATIFICATION OF OVERNIGHT FIELD TRIP REQUESTS
 - 10. CONSIDERATION OF ACKNOWLEDGEMENT OF RECEIPT OF QUARTERLY REPORT AND CERTIFICATION OF THE COUNTY TREASURER
- J. CLOSED SESSION REPORT

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1. STUDENT DISCIPLINE – Trustee Landry moved to approve the recommendations of the administration in student discipline case #2-(11-12). Trustee Devoto seconded the motion. Approved by 5 yes, 0 no.
2. ACTION TAKEN - The Board of Education approved to increase Elaine Mitchell, Consortium Behavior Assistant, from 5 hours to 5.5 hours/day, effective January 1, 2012.

Coaches:

= Employment contingent upon fingerprint clearance

** = Pending completion of CIF training

Position	AHS	EMHS
Boys Varsity Head Basketball	Brett Page	Ruben Noles
Boys J.V. Head Basketball	Sam Bassett	Byron Easton**
Boys Frosh Head Basketball	Mike McBride	Keith Nordby
Volunteers	Jason Page	Jim Carey
	Ben Morita	Devin Graves
	Dustin Rochealeau*	
	Nick Aronis**	
Girls Varsity Head Basketball	Earl Passamonte	Melissa Jones
Girls J.V. Head Basketball	Jeff Ogston	Christopher Westover**
Girls Frosh Head Basketball	Audra Cutler**	TBD
Volunteers	Jon Racherbaumer**	Hannah Byers
	Janelle Arnold**	
	Jessica Bull**	
Varsity Head Wrestling	Ryan Stevens	Bill Borges
J.V. Head Wrestling	James Stevens	Chris Correa
Volunteers	Mark Ryan	Bob Christiansen
	Jimmy Stevens	Mari Caswell#**
	Tyson Stevens	Rosemary Rodenberger**
	Ron Wallace	Daryl Rosenberger**
	Joe Sybrian	

Certificated:

The Board of Education approved the request from Catherine Grace, Consortium Speech and Language Therapist, to continue on a Reduced Work Program for up to five consecutive school years at .75 FTE, beginning with the 2012-2013.

Classified Management:

The Board of Education accepted the letter of resignation from Shelley Stiles, Budget Manager, effective January 6, 2012.

II. COMMUNICATION

- A. VERBAL - None
- B. WRITTEN – Mr. McDonald reported that he received an invitation from School and College Legal for a Trustee Workshop on January 9, 2012. Mr. McDonald will include the invitation in TGIF.

III. REPORTS

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A. STUDENT BOARD REPRESENTATIVES

Ashlin Neal, El Molino Student Board Representative reported the El Molino Leadership students went to Willowside Middle School to present information about El Molino High School to the eighth grade students. The Bob Burkes fundraiser is March 10, 2012. This Friday is “funky fresh” Friday. The basketball team will play tonight. The Holiday Family Program fundraiser was very successful. El Molino will be starting a Mountain Bike Club. Ms. Neal reported the students are excited for the winter break.

David Esqueda, Laguna Student Board Representative reported the Board is invited to the annual holiday dinner next week at Laguna. The students and teachers participated in writing a “Dear America” letter which was sent to President Obama. The Literary magazine will be out in print next week. Mr. Esqueda reported the students are excited about winter break and that this is his last meeting as the student board representative for Laguna.

Lauren Feldman - Absent

B. PRINCIPALS

Doria Trombetta, El Molino Principal reported that the Single Plan for Student Achievement is complete. Ms. Trombetta gave an update on WASC. El Molino Night will be on January 19, 2012. Ten El Molino families were selected this year for the Holiday Family program. Ms. Trombetta reported the El Molino forensics team will represent the Golden Gate Speech Association. Safe School Ambassadors held a meeting today.

Brenda Hoff, Laguna Principal reported that the Single Plan for Student Achievement is complete and delivered to the District. Ms. Hoff reported she has been meeting with students and parents. The Laguna art students have an art exhibit at the art store on Main Street in Sebastopol. Ms. Hoff encouraged the Board to take a look at the students work. Ms. Hoff thanked the District Office staff for their contributions for families in need over the holidays. Ms. Hoff thanked David Esqueda for doing a wonderful job as the student board representative for Laguna.

Chris Heller, Analy Principal reported that the Single Plan for Student Achievement is complete and has been sent to the District. Mr. Heller gave an update on WASC. Analy is scheduled for career and technical review by the State of California; it is scheduled for the week of January 9. Congratulations to Joe Ellwood who is the Athletic Director of the Year. Mr. Heller reported that Analy teacher Jay Goldberg has been nominated as teacher of the year. Mr. Heller invited the Board to participate in a staff luncheon at 12 pm on December 20.

C. ASSOCIATION REPRESENTATIVES

Mark Ballard, CSEA President reported the Association’s initial proposal is being brought before the Board tonight. CSEA elections were held at the last CSEA meeting. All remains the same except for a new treasurer, Kimberly Nyberg. Mr. Ballard wished all a happy holiday.

Bill Olzman, WSCTA President reported the revenue realization was not as bad as originally thought. The teachers are walking around the campus at lunch to lend a hand with supervision. Mr. Olzman reported he is looking forward to negotiations.

BOARD MEMBERS

Trustee Landry reported due to a recent surgery she was unable to attend the winter performances.

Trustee Devoto – No report

Trustee DeSart – No report

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Trustee Noe thanked all the folks that have attended all the special meetings related to the bond. The meetings were inclusive and it was reassuring to have everyone at the table.

Trustee Stecher reported he was able to attend El Molino school dance recital. Mr. Stecher wished everyone a happy holiday and happy New Year.

D. SUPERINTENDENT

- West County grade 7/8 middle school option – Mr. McDonald reported the process has been put on hold until the funding issues have been resolved. The County Superintendent has met with two local legislatures and has asked them to help resolve the funding inequity and legal staff will look into a long term waiver from the California Department of Education. Mr. McDonald appreciates the County Superintendent's further research. A brief discussion took place regarding:
 - o Time frame to hear from the state
- Member Districts considering changing their West County Transportation Agency service for 2012-13- Mr. McDonald reported that many of the districts will be impacted by the cuts and the loss of transportation reimbursement revenue. At this time it is unclear on the exact dollar amount of the cuts. The Transportation Agency will meet early in January to discuss further details.

IV. SPECIAL RECOGNITION

- A. SPECIAL RECOGNITION OF NICOLE LANE, EL MOLINO CROSS COUNTRY (NORTH COAST SECTION CHAMPION AND CALIFORNIA TOP TEN, DIVISION IV GIRLS CROSS COUNTRY) – Mr. McDonald and Trustee Stecher recognized El Molino student Nicole Lane. Mr. McDonald and Trustee Stecher presented Ms. Lane with a plaque.

V. REORGANIZATION OF THE BOARD

- A. ELECTION OF BOARD OFFICERS – The Board will elect a President, Vice-President and Clerk for 2012 - Trustee Devoto nominated Trustee Stecher, Trustee Stecher appreciated the nomination but would like another Trustee to have an opportunity to serve as President. Trustee Landry moved to nominate Trustee Noe, Trustee Noe accepted. Trustee Stecher seconded the motion. Approved by 5 yes, 0 no. Trustee Noe moved to nominate Trustee Landry for Vice- President, Trustee Landry accepted. Trustee Stecher seconded the motion. Approved by 5 yes, 0 no. Trustee Stecher nominated Trustee DeSart for clerk, Trustee DeSart accepted. Trustee Devoto seconded the motion. Approved by 5 yes, 0 no.
- B. ADOPT MEETING CALENDAR FOR 2012 – Trustee Stecher reviewed the draft calendars. The Board decided to adopt draft 3 with some changes to dates in January, March and June. Trustee Landry moved to Adopt the Meeting Calendar for 2012. Trustee Devoto seconded the motion. Approved by 5 yes, 0 no.
- C. SELECTION OF VOTING REPRESENTATIVE AND ALTERNATE FOR PROCESS OF FILLING VACANCIES ON THE SONOMA COUNTY COMMITTEE ON SCHOOL DISTRICT ORGANIZATION – Trustee Landry made the motion to continue to be the Voting Representative for Process of Filling Vacancies on the Sonoma County Committee on School District Organization. Trustee Stecher seconded the motion. Trustee Noe made the motion to continue to be the Alternate for Process of Filling Vacancies on the Sonoma County Committee on School District Organization. Trustee Stecher seconded the motion. Approved by 5 yes 0 no.

Mr. McDonald presented Trustee Stecher with a plaque in recognition of his service as the West Sonoma County Union High School District Board President.

VI. DISCUSSION /ACTION ITEMS

- A. CALIFORNIA DEPARTMENT OF EDUCATION AND DISTRICT PE TEACHER RECOMMENDATIONS ON EXEMPTION FROM 10TH GRADE PHYSICAL EDUCATION – Mr. McDonald reviewed the recommendation of the State and District PE teachers in regards to an exception from 10th grade PE. El Molino teacher Mike Roan and Analy teacher Nancy Williams reported on their philosophy in regards to physical education exemptions.

CONSIDERATION OF ACCEPTANCE OF THE 2010-11 AUDIT CERTIFICATION OF THE FINANCIAL REPORT/AUDIT AND THE GENERAL OBLIGATION BONDS PERFORMANCE AUDIT – Mr. Jorgensen introduced Terry Montgomery, partner with the auditing firm of Vavrinek, Trine Day & Co., LLP. Ms. Montgomery reviewed the district's audit of the financial statements and discussed the findings. A brief discussion took place regarding:

- Internal controls
- Timeliness of deposits

Trustee Stecher moved to accept the 2010-2011 Audit Certification of the Financial Report/Audit and the General Obligation Bonds Performance Audit. Trustee Landry seconded the motion. Approved by 5 yes, 0 no. Ms. Montgomery reviewed the performance audit of the Proposition I General Obligation Bond for the year ending June 30, 2011, this is the initial audit and the information will be shared with the Citizens Bond Oversight Committee. A brief discussion took place regarding:

- Post as a PDF file on district website
- Make sure public is advised that money is being well spent

Trustee Stecher moved to approve the Performance Audit of Measure I funds. Trustee DeSart seconded the motion. Approved by 5 yes, 0 no.

- B. CONSIDERATION OF APPROVAL OF 2011-2012 FIRST INTERIM FINANCIAL REPORT – Mr. Jorgensen reviewed the following:

- Budget Management Involves Four Concurrent Cycles
- Purpose
- Budget Building Challenges 2011-12 First Interim
- Comparison of Differences Adopted Budget and 1st Interim
- Revenue Variation Adopted to 1st Interim Budgets
- 2011-12 Multi-year Projection
- Budget Trend with Triggers
- Fund Balance Trend Using 50% of the Total Projected Trigger
- Next Steps in Budget Process Chronological Sequence

A discussion followed regarding:

- Adopting a qualified budget
- The amount of resources spent preparing financial reports

Trustee Devoto moved to approve the 2011-2012 First Interim Financial Report. Trustee Landry seconded the motion. Approved by 5 yes, 0 no.

- C. FIRST READING OF BOARD CERTIFICATION AND DISTRICT ADOPTION OF ADDITIONAL STANDARDS-ALIGNED INSTRUCTIONAL MATERIALS IN ENGLISH 11 HONORS – Mr. McDonald reviewed the recommendations of the additional titles being recommended for certification and adoption as standard-based textbooks in English 11 Honors. Mr. McDonald introduced two Analy students working on this as a class project. Sara Fujii and Pauline Allen reviewed the list of additional titles that are recommended. The Board requested this item be brought back to the Consent Calendar in January.

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- D. RECEIVE CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION (CSEA) INITIAL PROPOSAL FOR CONTRACT NEGOTIATIONS WITH THE DISTRICT FOR 2011-2012 – Mr. Jorgensen reported CSEA proposal has been received. The following items were reviewed:

- Article 4 wages
- Article 5 Health and Welfare
- Article 11 Leave of Absence
- Article 20 Disciplinary Action Procedures

The Board acknowledges the receipt of the CSEA openers.

- E.

8:25 PM PUBLIC HEARING ON DISTRICT'S INITIAL PROPOSAL FOR CONTRACT NEGOTIATIONS WITH WSCTA FOR 2011-2012- The Public Hearing was opened at 8:25 p.m. and closed at 8:26 p.m.
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- F. CONSIDERATION OF APPROVAL OF DISTRICT'S INITIAL PROPOSAL FOR CONTRACT NEGOTIATIONS WITH WSCTA FOR 2011-2012 – Mr. McDonald reviewed the District's Initial Proposal for Contract Negotiations. The following items were reviewed:

- Article 3 – Wages
- Article 4 - Hours
- Article 5 – Class Size
- Article 6 – Health and Welfare Benefits
- Article 9 – Leaves
- Article 11 – Employee Evaluation Procedures
- Article 14 – Retirement
- Article F- Peer Assistance and Review

Trustee Stecher moved to approve the District's Initial Proposal for Contract Negotiations with WSCTA for 2011-2012. Trustee Landry seconded the motion. Approved by 5 yes, 0 no.

- G. CONSIDERATION OF APPROVAL OF DISTRICT FACILITIES IMPROVEMENT PRIORITIES – Mr. McDonald reviewed the highlights of the special board meeting on December 12, 2011. Mr. McDonald reported this is an action item but the board is in need of additional information. The following items were discussed to be brought back to the January meeting:

- Specific dollar amounts for priority list

No motion on this agenda item and table until the January meeting

The following comments were made from the public:

- Concerns that the bigger projects may not be addressed
- Bonding capacity and tax rate
- Selling bonds
- The use of developer fees
- Partnering to raise matching funds
- Realistic numbers needed for the projects

- H. CONSIDERATION OF APPROVAL TO INITIATE BRIDGE FINANCING FOR FACILITY IMPROVEMENTS - A brief discussion regarding bridge financing. No motion made on this agenda item. The board requested to table this item at this time.

- I. FIRST READING OF PROPOSED REVISIONS TO BOARD POLICY 6153 SCHOOL SPONSORED TRIPS AND ADMINISTRATIVE REGULATION 3541.1 TRANSPORTATION FOR SCHOOL-RELATED TRIPS – Mr. Jorgensen reviewed the revisions to Board Policy 6153 and Administrative Regulation 3541.1. The Board recommended this item be brought back to the Consent Calendar in January.

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- J. FIRST READING OF PROPOSED REVISIONS TO BOARD POLICY 4030 NON-DISCRIMINATION IN EMPLOYMENT AND BOARD POLICY 5145.3 STUDENTS NON-DISCRIMINATION HARASSMENT –Mr. Jorgensen reviewed the revisions to Board Policy 4030 and 5145.3. The Board requested this item be brought back to the Consent Calendar in January.

VII. FUTURE AGENDA ITEMS

- A. CONSIDERATION OF APPROVAL OF LOCAL EDUCATIONAL AGENCY PLAN ADDENDUM - JANUARY
- B. CONSIDERATION OF APPROVAL OF SINGLE PLANS FOR STUDENT ACHIEVEMENT – JANUARY
- C. PRESENTATION ON PROJECT MAKE CLASS OFFERED AT ANALY HIGH SCHOOL
- D. FIRST READING OF PROPOSED REVISIONS TO BOARD POLICY 5117 INTERDISTRICT ATTENDANCE PROCEDURES
- E. FIRST READING OF PROPOSED REVISIONS TO BOARD POLICY AND ADMINISTRATIVE REGULATION 5116.1 INTRADISTRICT ATTENDANCE PROCEDURE
- F. REPORT FROM MEASURE I BOND OVERSIGHT COMMITTEE

VIII. ADJOURNMENT - The meeting was adjourned at 9:10 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 25th day of January, 2012.


