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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

August 25, 2010
Analy High School Library
6950 Analy Avenue
Sebastopol, CA 95472

5:00 p.m. Open Session
5:05 p.m. Closed Session
6:15 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
 - Absent
 - Diane Landry, President
 - David Stecher, Vice-President
 - Susan Devoto, Clerk
 - Jeanne Fernandes, Trustee
 - Kellie Noe, Trustee
 - Keller McDonald, Superintendent
- C. COMMENTS FROM THE PUBLIC REGARDING ITEMS ON THE CLOSED SESSION AGENDA – None
- D. WALKING TOUR OF ANALY FACILITY IMPROVEMENTS – The Board and Superintendent toured the Analy High School campus.
- E. RECESS TO CLOSED SESSION: Recessed to closed session at 5:21 p.m.
ACTION UPON THE FOLLOWING ITEMS:
 - 1. STUDENT DISCIPLINE CASE #11-(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

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. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION

- F. RECONVENE TO OPEN SESSION – Reconvened to open session at 6:40 p.m.
- G. PLEDGE OF ALLEGIANCE – Rebecca Desart led the Pledge of Allegiance.
- H. APPROVAL OF THE AGENDA – Trustee Stecher moved to approve the agenda. Trustee Noe seconded the motion. Approved by 5 yes, 0 no.
- I. INPUT FROM THE PUBLIC REGARDING ITEMS NOT ON THE OPEN SESSION AGENDA - None
- J. CONSENT CALENDAR: - Mr. McDonald requested to replace page 44 of the board packet with an updated copy of the Budget Calendar for 2010-2012; the updated form was handed out to the Board. Page 48 regarding Board Policy 6146.1 the recommendation should read “starting with the class of 2014”, the corrections were noted.. Trustee Devoto moved to approve the Consent Calendar. Trustee Stecher seconded the motion. A discussion followed regarding the June 2010 minutes. Approved by 5 yes, 0 no.
 - 1. CONSIDERATION OF APPROVAL OF JUNE 23, 2010 BOARD MINUTES
 - 2. CONSIDERATION OF APPROVAL OF OVERNIGHT FIELD TRIP REQUESTS
 - 3. CONSIDERATION OF APPROVAL OF SUPERINTENDENT’S RATIFICATION OF OVERNIGHT FIELD TRIP REQUESTS
 - 4. CONSIDERATION OF APPROVAL OF DONATIONS
 - 5. CONSIDERATION OF APPROVAL OF 2009-2010 WARRANT REGISTERS JUNE 17, 2010 THROUGH JUNE 30, 2010 AND JULY 1, 2010 THROUGH AUGUST 18, 2010
 - 6. CONSIDERATION OF APPROVAL OF QUARTERLY WILLIAMS COMPLAINT REPORT
 - 7. CONSIDERATION OF APPROVAL OF PROPOSED COURSE OF STUDY FOR ALTERNATIVE FITNESS COURSE AT ANALY HIGH SCHOOL
 - 8. CONSIDERATION OF APPROVAL OF PROPOSED COURSE OF STUDY FOR ENGLISH 10 LAB COURSE AT EL MOLINO HIGH SCHOOL
 - 9. CONSIDERATION OF CONTRACT AGREEMENT BETWEEN WEST SONOMA COUNTY UNION HIGH SCHOOL DISTRICT AND ANNE GUERINONI, REGISTERED NURSE
 - 10. CONSIDERATION OF APPROVAL OF REVISION OF ADMINISTRATIVE REGULATION 4040 EMPLOYEE USE OF TECHNOLOGY
 - 11. CONSIDERATION OF APPROVAL OF 2010-2011 CONTRACT AGREEMENT BETWEEN WEST SONOMA COUNTY SPECIAL EDUCATION CONSORTIUM AND KELLIE HENKEL FOR SPEECH AND LANGUAGE SERVICES

12. CONSIDERATION OF CONTRACT AGREEMENT BETWEEN WEST SONOMA COUNTY UNION HIGH SCHOOL DISTRICT AND MICHELLE JACOBSEN-MCCARTHY FOR PSYCHOLOGY BILINGUAL ASSESSMENTS
13. CONTRACT AGREEMENT BETWEEN WEST SONOMA COUNTY SPECIAL EDUCATION CONSORTIUM AND LINDA JOHNSON FOR OCCUPATIONAL THERAPY SERVICES
14. CONSIDERATION OF APPROVAL OF 2010-11/2011-12 BUDGET / FINANCIAL CALENDAR
15. CONSIDERATION OF APPROVAL OF REVISIONS TO BOARD POLICY 6146.1 REGARDING HIGH SCHOOL GRADUATION REQUIREMENTS/STANDARDS OF PROFICIENCY
16. CONSIDERATION OF APPROVAL OF SURPLUS EQUIPMENT DECLARATION
17. CONSIDERATION OF APPROVAL OF REVISIONS TO EXHIBIT 9270 REGULATIONS OF THE FAIR POLITICAL PRACTICES COMMISSION

K. CLOSED SESSION REPORT

1. STUDENT DISCIPLINE – Trustee Devoto moved to approve the recommendations of the Administration in student discipline case #11-(09-10). Trustee Stecher seconded the motion. Approved by 5 yes, 0 no.
2. ACTION TAKEN – Trustee Devoto reported the Board took the following action in closed Session.
The Board of Education approved the employment of Sabrina Kalleen, .40 FTE, Analy High School Art Teacher, effective August 18, 2010

The Board of Education approved the Department Chairs:

Departments	AHS	EMHS
Counseling	Carol DeBello	Brenda Walker
English	Laurie Fadave	Dani Barese
Fine Arts	Andy Del Monte	Kent Wilson
Math	Betsy Amirkhan/Dave Casey	Rachel Lasek
Foreign Language	Lisa Isabeau	Michele Larkin
Physical Education	Nancy Williams	Tracy Klein
Science	Joe Compagno	Mary Beth Smith
Social Studies	Tim Forslund	Eric Wycoff
Special Education	Sharon Dugan	Shelli Saenz

The Board of Education approved the rehire the following certificated employee, effective August 18, 2010:

- Tamme Koehn, .66 FTE, School Psychologist (Consortium), effective August 18, 2010

The Board of Education approved the increase of FTE to the following certificated employees, effective August 18, 2010:

- Christa Forslund, .03 FTE, School Psychologist (Consortium)
- Catherine Grace, .15 FTE, Speech and Language Therapist (Consortium)
- Gianna De Persiis Vona, .15 FTE, English Teacher (Laguna)

The Board of Education approved the increase of FTE to the following certificated employee, effective August 18, 2010 through December 17, 2010:

- Katherine Oitzinger, .20 FTE, El Molino Science Teacher (El Molino)

The Board of Education approved the movement from Probationary 2 status to Tenured status for the following certificated employees, effective August 18, 2010:

- Marilu Saldana, 1.0 FTE
- Linda Ruder, .80 FTE

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- Catherine Grace approve a .15 FTE increase from original .60 FTE or a .25 FTE decrease from 1.0 FTE

The Board of Education approved the employment of the following classified employee, effective August 18, 2010:

- Dave Ramalia, Instructional Assistant II, 5.5 hours/day (El Molino)

The Board of Education approved the rehire of the following classified employees, effective August 18, 2010:

- Pat Soden, 1.8 hours/day Library Media Clerk (Analy)
- Melissa Norris, 4 hours/day Behavior Assistant (Consortium)

The Board of Education approved the reclassification of the following classified employee, effective August 18, 2010:

- Ember Butler, Instructional Assistant I to Instructional Assistant II
- Coaches:

= Employment contingent upon fingerprint clearance

**= pending completion of CIF training

Position	AHS	EMHS
Football Varsity Head	Daniel Bourdon	Mike Roan
Assistant	Kenny Knowlton	Randy Parmeter
	Nick Royer	Kai Hamblin
	Dave Mantooth	Mousa Husary
JV Head	Randy Lingle	Matt Transue
Assistant	Daniel Gill	Ryan Hopkins
Frosh Head	Joe Maloney	Gary Packard
Volunteer	Bryan Carter	
	Jason Carpenter	
	Mike Barnard	
	Keith (John) Shoulders	
	Rob Royer	
	Keith Herman ***	
	Ty Folk	
	James Foster #	
	Matt Hayden ***	
	Ryan Lingle ***	
	Mike Paggi ***	
Soccer Boys Varsity Head	Peter Meechan	Dan Calmeyer
Boys J.V. Head	David Rosales	Jack Grant
Girls Varsity Head	Joseph Heil	Koos Fasel
Girls J.V. Head	Matt Shubin	Sherry Occhipinti-Lance
Volunteer – Boys	Jimmy Olvera	Tomas Akuna
	Grant DuBois #	
Volunteer – Girls	Brittney Briones	
Cross Country Head	Mark Grismer	Heather Rosales
Assistant	Alyssa Jones #	
Volleyball Varsity Head	Nancy Williams	Leslie Grassl
J.V. Head	Holley Folendorf	Bob Geissenger
Frosh Head	Andrea Chase	Bob Geissenger
Volunteer	Alyssa Petrucci #	
Girls Tennis Head	Rick Passero	Jen Ham
Girls Golf Head	Dianne Lloyd	Bill Olzman
Volunteer		John Thomas

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The Board of Education approved the request from Linda Tessier, Speech and Language Therapist to reduce her FTE from .56 to .50, effective August 18, 2010
The Board of Education approved the release of Kaylie Lemire, Head Cheer Coach (El Molino)

II COMMUNICATION

- A. VERBAL - None
- B. WRITTEN – Mr. McDonald reported a thank you letter was received from a scholarship recipient and distributed to the Board. Trustee Landry reported she received a CSBA conference invitation.

III. REPORTS

A. PRINCIPALS

Chris Heller, Analy Principal reported enrollment is 1255 as of today. Analy has opened three new sections to alleviate some of the large class sizes. Analy Action Day is Saturday September 30, 9am-12pm. Thirty volunteers have signed up to participate and help with landscaping, painting, yard work, and general campus improvement. The Environmental Action Class will hold its first event September 21, the school will be inviting middle schools and high schools to attend the event. Mr. Heller reviewed the AP test scores and STAR test scores. Back to School Night is September 2 at 6:30 p.m.

Brenda Hoff, Laguna Principal reported the beginning of school had a smooth start. Ninety-nine students are enrolled at Laguna. Community Day School started with seven students. Kim Finch is enjoying her new role as counselor. Back to School Night is Thursday September 16 at 6:30 p.m. All outreach therapists have reported to work and groups have already started to meet.

Doria Trombetta, El Molino Principal reported a successful opening of school. The school is faced with large class sizes. Teachers are taking an active role in campus supervision. The El Molino Alumni Soccer Game was held last Friday night. Ms. Trombetta reported on the success over the summer of the FFA students. Ms. Trombetta will forward the analysis of AP scores and STAR assessment data to Mr. McDonald. Back to School Night is Thursday September 2.

B. ASSOCIATION REPRESENTATION

Susan Swanson, WSCTA Co-President welcomed the Board to the new school year. Ms. Swanson reported on the challenges the schools are faced with due to the budget cuts. The WSCTA is pleased to endorse Measure I. Ms. Swanson reported on the new windows at Analy High School.

Mark Ballard, CSEA President welcomed the Board to a new school year. Mr. Ballard reported he attended a CSEA Conference over the summer with 2000 members with guest speaker, Jerry Brown. Mr. Ballard gave a brief report on CAUSE, California United to Save Education. CSEA is pleased that the Board has endorsed Measure I.

C. BOARD MEMBERS

Trustee Noe reported that it is good to be back after maternity leave. She is looking forward to the new school year and is excited to serve another four years.

Trustee Fernandes reported that she has served on the Board for fourteen years and is not seeking reelection. Trustee Fernandes reported her summer was wonderful and welcomed Rebecca DeSart, to the Board.

Trustee Devoto reported she is happy to be serving another term on the Board. The sexual harassment seminar held this summer was a very informative.

Trustee Stecher reported he had a good summer. It is good to be back and is ready to face the incredible challenges ahead.

Trustee Landry reported she is looking forward to a successful Measure I campaign. Ms. Landry reported that she will miss Trustee Fernandes but welcomed Becky DeSart.

D. SUPERINTENDENT – Mr. McDonald reported that enrollment is 2,233.

- Summer School – Mr. McDonald reported Summer School served just fewer than 400 students. The staff did a great job.
- Facility improvements completed this summer – Mr. McDonald reported on the facility improvements which included the removal of a leased portable at El Molino. West County Transportation Agency paid to pave the Analy parking lot for the buses. The windows on the south side of the building were replaced at Analy High School. There is also a new food service area for the Analy High School students.
- Russian River Charter School Closure – Mr. McDonald reported the closure is complete. Personnel have delivered student records to the District office. Mr. McDonald reported that the closure has not been a simple task.
- AB 625 (Conway) finger printing volunteers – Mr. McDonald reviewed the finger printing process. He reported that our District is already processing finger prints under the AB 625. An updated Board policy will be agendized for consideration in the future.
- Joan Vreeburg, 2010 Biology Teacher of the Year, California Chapter of National Association of Biology Teachers – Mr. McDonald reported that in September the Board will honor Joan Vreeburg for her accomplishment. Ms. Vreeburg will also be honored at a National dinner later in the year.
- District projects supported by Consortium Medi-Cal Collaborative – Mr. McDonald reviewed the projects that are supported by the funds. The projects include additional time for Project Success, initiate a student wellness website and a counseling intern program.
- Board Election – Mr. McDonald reported the District will not need to hold an election since only three individuals filed for the three open seats. Mr. McDonald welcomed Rebecca DeSart.
- Mr. McDonald reported that next month Superintendent's report will include an updated District Technology Plan, revisit class size issues and the Federal Education Job Bill.

IV. DISCUSSION /ACTION ITEMS

- A.

6:40 PM PUBLIC HEARING REGARDING CONSIDERATION OF A WAIVER FOR THE RUSSIAN RIVER CHARTER SCHOOL APPROVING A 171 INSTRUCTIONAL DAY CALENDAR IN 2009-10 – The public hearing was opened at 6:40 p.m. No comments were made. The public hearing closed at 6:41 p.m.
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- A.1 CONSIDERATION OF APPROVAL OF A WAIVER FOR THE RUSSIAN RIVER CHARTER SCHOOL APPROVING A 171 INSTRUCTIONAL DAY CALENDAR IN 2009-10 – Mr. Jorgensen reviewed the waiver for the Russian River Charter School, a 171 instructional day calendar for the 2009-10 school year. Trustee Fernandes moved to approve the Waiver for the Russian River Charter School Approving a 171 Instructional Day Calendar in 2009-10. Trustee Noe seconded the motion. Approved by 5 yes, 0 no.
- B. CONSIDERATION OF APPROVAL OF SITE DISCIPLINE REPORTS FOR 2009-2010 – Mr. McDonald reviewed the site discipline reports. Mr. McDonald thanked the Principal and Vice-Principals for their reports. Trustee Fernandes moved to approve the Site Discipline Reports for 2009-2010. Trustee Stecher seconded the motion. Approved by 5 yes, 0 no. The following comments were made regarding:
- Consistency between campuses
 - El Molino tardy round-up
 - Material is consistent and understandable

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- C. CONSIDERATION OF APPROVAL OF 2009-10 UNAUDITED ACTUALS – Mr. Jorgensen reviewed the Unaudited Actuals for 2009-2010. The following items were reviewed:

- Estimated to Actual Comparison
- Compare Actuals to Budget
- Deferral was planned in the TRANS (short term borrowing) employees will not receive a voucher

Trustee Stecher moved to approve the 2009-10 Unaudited Actuals. Trustee Devoto seconded the motion. Approved by 5 yes, 0 no.

- D. CONSIDERATION OF APPROVAL OF RESOLUTION #1.AUG.2010-2011 IN THE MATTER OF ADOPTING THE GANN LIMIT – Mr. Jorgensen reviewed the Gann Limit Resolution. Trustee Noe moved to approve Resolution #1.AUG.2010-2011 in the Matter of Adopting the Gann Limit. Trustee Fernandes seconded the motion. Approved by 5 yes, 0 no.

- E. CONSIDERATION OF UPDATE TO THE 3-YEAR PARCEL TAX PLAN – Mr. Jorgensen reviewed the 3 year Parcel Tax Plan. Trustee Fernandes moved to approve the Update to the 3-Year Parcel Tax Plan. Trustee Noe seconded the motion. Approved by 5 yes, 0 no.

- F. CONSIDERATION OF APPROVAL OF ASSIGNMENTS OUTSIDE OF CREDENTIAL AREA – Mr. Jorgensen reported assignments outside credential area is done annually. Mr. Jorgensen reviewed the criteria. Trustee Noe moved to approve the Assignments Outside of Credential Area. Trustee Devoto seconded the motion. Approved by 5 yes, 0 no.

- G. REFINANCING OF SERIES 1998 GENERAL OBLIGATION BONDS – Mr. McDonald introduced Charlie Feinstein, Senior Vice-President of De La Rosa & Co. The following items were reviewed:

- 2010 General Obligation Bond Refinancing
- Interest Rate Trends
- 30 year AAA MMD
- Interest Rate Environment
- Interest Rate Comparison
- Pricing Comparables
- Debt Service and Tax Rate Projections

The following discussion took place regarding:

- The cost of refinancing
- The need to educate the community
- Other District's in area are refinancing
- Common to refinance
- Interest rates are favorable
- Savings to taxpayers

- H. NOVEMBER 2, 2010 GENERAL OBLIGATION BOND "MEASURE I" – Mr. McDonald introduced Greg Isom of Isom Advisors. Mr. Isom gave an overview on the progress of Measure I, the campaign committee and the information that will be given to parents, staff and community members.

- I. CONSIDERATION OF ENERGY AND INFRASTRUCTURE SERVICES PROCUREMENT OPTION – Mr. McDonald reviewed the process and options for selecting professional service partners. Mr. McDonald reported that the District would benefit to have the options in place so when Measure I passes, partnerships will be formed and the District will be ready to launch the projects. The following items were reviewed:

- Process for selecting professional service partners
- Independent Selection
- Request for qualifications
- Request for Proposals (RFP)

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Trustee Noe moved to approve the Energy and Infrastructure Services Procurement Option, selecting the “Request for Qualifications” option. Trustee Fernandes seconded the motion. Approved by 5 yes, 0 no. The following discussion took place regarding:

- Companies contacting the District
- Sending out an RFQ asking for details
- Companies guarantee the production of the panels
- Committee or staff handle the selection
- Committee with some professionals and staff
- Work with Board of Supervisors
- Anticipated prep work
- Consultant payment contingent on the passage of Measure I
- Timeliness on securing consultant

J. **CONSIDERATION OF ARCHITECT AND CONSTRUCTION MANAGER SELECTION OPTION** – Mr. McDonald reviewed the method of selection of an architect and construction manager from the options available. Trustee Stecher moved to approve the Architect and Construction Manager Selection Option, the “Request for Qualifications” option. Trustee Fernandes seconded the motion. Approved by 5 yes, 0 no. The following items were reviewed:

- Processes for selecting professional service partners
- Project manager
- Inspector of Record, IOR
- Determine which projects are completed with the funds that are available
- Architect / Construction manager supply estimate of cost of projects
- Equity issue

K. **CONSIDERATION OF APPROVAL OF PROPOSAL FOR GENERAL OBLIGATION BOND UNDERWRITER** – Mr. McDonald reviewed the process for the need of the General Obligation Bond Underwriter. Mr. McDonald reviewed the two proposals from the underwriters. Two proposals have been given. Trustee Fernandes moved to approve Proposal for General Obligation Bond Underwriter to De La Rosa. And Company. Trustee Noe seconded the motion. Approved by 5 yes, 0 no.

L. **FIRST READING OF REVISIONS TO AR 4117.3.1 CRITERIA TO DETERMINE THE ORDER OF TERMINATION AMONG CERTIFICATED EMPLOYEES WITH THE SAME PAID DATE OF SERVICE** – Mr. Jorgensen reviewed Administrative Regulation 4117.3.1 Criteria To Determine The Order Of Termination Among Certificated Employees with The Same Paid Date Of Service. Trustee Landry requested this item be brought back to the Consent Calendar in September.

M. **FIRST READING OF PROPOSED COURSE OF STUDY FOR ADVANCED PLACEMENT ENVIRONMENTAL SCIENCE AT EL MOLINO HIGH SCHOOL** – Mr. McDonald reviewed Proposed Course of Study for Advanced Placement Environmental Science at El Molino High School. Trustee Landry requested this item be brought back to the Consent Calendar in September. The following comment was made:

- Environmental curriculum is impressive

N. **FIRST READING OF PROPOSED REVISIONS TO BOARD POLICY 4119.11 EMPLOYEE PERSONNEL SEXUAL HARASSMENT** – Mr. McDonald reviewed Board Policy 4119.11 Employee Personnel Sexual Harassment. Trustee Landry requested this item be brought back to the Consent Calendar in September.

O. **BOARD SELF-EVALUATION** - Trustee Landry requested to table this item and place this item on the September Board agenda.

V. FUTURE AGENDA ITEMS

- A. INTRODUCTION OF 2010-2011 STUDENT BOARD REPRESENTATIVES – SEPTEMBER
- B. INTRODUCTION OF NEW DISTRICT EMPLOYEES – SEPTEMBER
- C. ANNUAL PUBLIC HEARING AND RESOLUTION ON SUFFICIENCY OF INSTRUCTIONAL MATERIALS – SEPTEMBER
- D. REVIEW CHALLENGED SECTION OF HEALTH TEXTBOOK – SEPTEMBER
- E. SPECIAL RECOGNITION OF JOAN VREEBURG EL MOLINO TEACHER – SEPTEMBER
- F. SUPERINTENDENT’S EVALUATION – SEPTEMBER
- G. FIRST READING OF AP ENVIRONMENTAL SCIENCE TEXTBOOK APPROVAL – SEPTEMBER
- H. 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 – SEPTEMBER
- I. REVIEW OF SEX HIV/AIDS INSTRUCTIONAL MATERIALS BY HEALTH TEACHERS

VI. ADJOURNMENT – The meeting was adjourned at 8:52 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 22nd day of September 2010.


