

RINCON VALLEY UNION SCHOOL DISTRICT
Regular Board Meeting, Board of Trustees
District Office, 1000 Yulupa Avenue
December 6, 2011

MINUTES

Present: Ms. Nancy Doherty
Mrs. Cynthia Evers
Mr. Chris Rafanelli
Mrs. Carol Lynn Wood
Mr. Tom Ford

Administrators: Dr. Casey D'Angelo, Superintendent
Mr. Joe Pandolfo, Assistant Superintendent for Business

Others: Interested parents and staff

1. OPEN SESSION

Ms. Doherty opened the meeting at 5:30 p.m.

2. CLOSED SESSION

Mr. Ford moved and Mr. Rafanelli seconded to recess to closed session at 5:30 p.m. to discuss the following: Unanimous.

2.1 Collective Bargaining Session

2.1 (a) RVUTA

2.1 (b) CSEA

2.2 Personnel issues, Gov. Code 54957

**3. OPEN SESSION: PLEDGE OF ALLEGIANCE,
CALL TO ORDER AND ROLL CALL**

The meeting was called to order at 6:00 p.m.

4. ANNOUNCEMENT OF CLOSED SESSION DECISIONS

Ms. Doherty announced that no action was taken in closed session.

5. AGENDA MODIFICATIONS/ADDITIONS

None

6. ANNUAL REORGANIZATION

- **Election of Board President**

Mr. Rafanelli motioned to nominate Nancy Doherty for Board President for 2012 and Mr. Ford seconded the motion: Unanimous.

- **Election of Board Clerk**

Mr. Rafanelli motioned to nominate Carol Lynn Wood or Board Clerk for 2012 and Mr. Ford seconded the motion: Unanimous.

- **Approval of Dr. Casey D'Angelo as Secretary to the Board**

Mr. Ford moved and Mrs. Wood seconded to approve Dr. Casey D'Angelo as Secretary to the Board: Unanimous.

- **Affirmation of Board Bylaws and Policies**

Mr. Ford moved and Mrs. Wood seconded to affirm the Board Bylaws and Policies: Unanimous.

- **Approval of Board meeting dates and times**

Mr. Rafanelli moved and Mrs. Evers seconded to approve the 2012 Board meeting dates and times: Unanimous. The meetings will now be held on the second Tuesday of each month.

- **County Committee for School District Reorganization**

Mr. Ford moved and Mrs. Evers seconded to approve the appointment of Carol Lynn Wood to serve as our voting member when a vacancy occurs on the County Committee for School District Reorganization: Unanimous.

7. AGENDA AND CONSENT ITEM APPROVAL

Mr. Rafanelli moved and Mrs. Wood seconded to approve the agenda and following consent items: Unanimous with one abstention from Mrs. Evers from warrant #1160278

7.1 Minutes of November 1, 2011 Regular Board Meeting

7.2 Application for K-3 Class Size Reduction Funding

Annual application to receive state funds for reduced class size in grades K-3.

7.3 BP/ARs for final approval

BP/AR 1230 – Community Relations – School Connected Organizations
BP/AR 1321 – Community Relations – Solicitation of Funds from and by
Students

7.4 Budget Revisions

This represents adjustments to the working budget, which require updating to the financial system.

7.5 Approval of Warrants:

10/31/11 - 1160222 – 1160297
11/09/11 - 1162029 (Rincon Valley Charter School)
11/09/11 - 1162093 – 1162173
11/16/11 - 1163338 – 1163423
11/30/11 - 1165597 – 1165675

8. ANNOUNCEMENTS AND CALENDAR

Ms. Doherty announced the following:

Regular Board Meeting January 10, 2012
District Office, 6:00 p.m.,
(5:30 p.m. Closed Session)

9. PUBLIC AND EMPLOYEE REQUEST TO ADDRESS THE BOARD

None

10. SUPERINTENDENT’S COMMENTS, LEGISLATIVE UPDATE, CORRESPONDENCE

Dr. D’Angelo recently attended a statewide superintendent’s meeting and shared information he received regarding No Child Left Behind. California is considering applying for a waiver, which would relax program improvement requirements. The option is to apply for a waiver in the spring. It would go in effect next school year, 2012-2013. Superintendents are hoping the waiver happens.

11. AWARDS / RECOGNITION

11.1 Classified Employee of the Month of December, 2011

Mr. Rafanelli moved and Mrs. Wood seconded to approve the Resolution for Anie Morey, Classified Employee of the Month of December, 2011: Unanimous.

Mr. Rafanelli read the resolution. Mrs. Davis, Spring Creek principal, read her letter commending Anie Morey for her outstanding work as a kindergarten assistant and noon duty supervisor. Anie is dedicated to the students and her co-workers. She promotes student learning and safety at Spring Creek.

11.2 Certificated Employee of the Month of December, 2011

Mrs. Evers moved and Mr. Ford seconded to approve the Resolution for Pam Winterbourne, Certificated Employee of the Month of December, 2011: Unanimous.

Mrs. Evers read the resolution. Mrs. Lister, Matanzas principal, read her letter recognizing Pam Winterbourne for her work in teaching and leading the students and staff at Matanzas. Pam’s classroom is calm and studious, and her students know that they are loved and she will challenge them to grow and succeed. Her contagious laugh brings joy and lightness to the work accomplished at Matanzas.

11.3 Special Resolution for Diane Moresi, Retired Superintendent

Mr. Rafanelli moved and Mr. Ford seconded to approve Resolution #12-11-06, naming the Rincon Valley Union School District Track Meet “The Diane Moresi Annual All District Track Meet”: Unanimous.

Mr. Ford read the resolution. Mrs. Moresi shared the history of the track meet and thanked all who have helped to make it possible. She presented Dr. D’Angelo with the original starting gun purchased by Mr. Whited. She then presented the district with a \$100 donation to the track meet, which will be an annual donation from the Moresi family.

12. INFORMATION

12.1 Student Services Report

Dr. D’Angelo reported on the current curriculum and instruction activities. On November 16 the Leadership Network team from each school attended Session 2 of the Leadership Network. The focus of this session was on implementing Tier 2 Interventions of Response to Instruction and Intervention using the Guided Instruction Model. The leadership team from each school developed an Action Plan of how they would teach these concepts to the teaching staff at the December 14 Inservice. The Charter School is now included and wrote their own plan. The Board reviewed slides from Session 2 and the Action Plan from each school.

12.2 District Communication Plan

The Board of Trustees reviewed an update of the draft district communication plan. Dr. D’Angelo shared a model that broke down events to indicate who, what, how, and when to communicate issues. We broke areas of communication down in four categories. Mrs. Mendenhall wrote out one sample for each topic on a template. We want to make sure we have a plan to help communicate what we do. We will monitor what we are doing and how we are doing with this process. The plan will be will shared with principals and Dr. D’Angelo will report their feedback to the Board. Mrs. Evers would like a systematic survey conducted each year as a way to monitor how well communication is working.

12.3 Transitional Kindergarten

Dr. D’Angelo reported on the plans for implementing a transitional kindergarten program for 2012-2013. A group of eight people visited the three current transitional programs in the county. They met after the visits and developed a plan for our program. The plan is to have two TK classes next year, with the option of adding a third if the interest from parents is very strong. The District proposes we plan on having two classes, even if the State puts the TK program on hold for a year due to State funding. The Board reviewed and discussed the proposed components of the program, the length of day for this class, the proposed implementation timeline, and recommendations for the name of the program.

The District's proposal is to put together parent information and work out what it will look like. Staff will bring a plan back for Board approval on January 10. Some kindergarten teachers were present and gave input on the program. Mrs. Wood asked how the parents feel about this. Dr. D'Angelo shared that we are receiving many calls inquiring about this program. Mrs. Evers asked about a screening process. The District would develop a screening for these students.

The Board recommends that staff move forward with the plans.

12.4 Boys & Girls Club After School Program Grant

Dr. D'Angelo reported on the proposed Boys & Girls Club After School Program Grant. In October, the Boys and Girls Club of Central Sonoma County approached the District and asked if we would be interested in having them apply for 21st Century Community Learning Center funds from the State for Spring Creek Matanzas. They have a better chance of receiving this grant due to being in Program Improvement. A representative from the Boys and Girls Club, Mr. Jason Weiss, was present and shared more details about the programs they run and what the program would look like at Matanzas. It is a structured program beginning immediately after school until 6:00 p.m. for up to 100 students daily for a very small charge to the families.

The Board asked about the facility needs and costs to the district. Dr. D'Angelo will meet with CSEA in January to talk about the effects it will have on our employees. Board will have further discussion at their January 10th meeting.

12.5 Facilities Plan Update

Mr. Pandolfo gave an update on possible facility projects including the Rincon Valley Charter School gym. A list of district projects with estimates was reviewed. The District is currently developing a deferred maintenance plan. The Board reviewed modernization eligibility funding calculations. Mr. Pandolfo presented a detailed report prepared by Counterpoint Construction Services on what the process, timeline, design, and costs of a multi use building placed at the charter school would look like.

The Board discussed their concerns about the cost and impact on the campus. They would like further information regarding parking, comparisons for like buildings in the county, and more detail overall. Mr. Pandolfo will come back with more information at the January Board meeting.

12.6 Board Policy Review 2000s Administration– First Reading

The following policies were reviewed and discussed for first reading. The Board had no recommendations, so they will be brought back for seconding reading approval in January:

BP 2110, Superintendent Responsibilities and Duties- -adopt/combine with old 2120

BP 2120, Superintendent Recruitment and Selection-adopt new

BP 2121, District Superintendent's Contract--adopt new
BP 2140, Evaluation of the Superintendent--adopt new in place of BP 2123
BP 2210, Administrative Discretion Regarding Board Policy--adopt new
AR 2122, District Superintendent Job Description—delete
BP/AR 2145, Vice-Principals Functions, Duties, and Responsibilities—delete
AR 2131, Job Description Director of Curriculum—delete
AR/E 2132, Job Description Assistant Superintendent-Business Services—delete
BP/AR/E 2133, Principals—delete
BP/AR 2134, Psychologists—delete
BP 2300, Conflict of Interest Code: Designated Personnel—delete (now in 9270)
--Dr. Casey D'Angelo

12.7 Superintendent Evaluation Process

Dr. D'Angelo presented a proposed process and timeline for the Superintendent's evaluation and reviewed two evaluation instruments. The process would involve the Board meeting with representatives of groups of the District to ask specific questions about the Superintendent's leadership within the District. This should allow the Board to gain a clear understanding of the Superintendent's leadership throughout the District and the progress made toward meeting District Goals.

Mr. Rafanelli asked how the groups are chosen? Each group would decide who will represent them to meet with the Board.

The Board reviewed the proposed evaluation instruments and gave a recommendation to revise by combining portions of the two. Dr. D'Angelo will make the changes. Mr. Ford requested that the process be followed precisely as proposed annually.

13. ACTION

13.1 First Interim Financial Report 2011-2012, Rincon Valley Union School District

Mr. Ford moved and Mrs. Evers seconded to approve certification of the Rincon Valley Union School District First Interim Financial Report 2011-12 : Unanimous.

13.2 District LEA Plan - Revised

Mr. Rafanelli moved and Mr. Ford seconded to approve revisions to the Rincon Valley Union School District LEA Plan: Unanimous.

13.3 District LEA Plan - Addendum

Mr. Ford moved and Mrs. Evers seconded to approve the addendum to the Rincon Valley Union School District LEA Plan: Unanimous.

14. PERSONNEL

Mrs. Evers moved and Mrs. Wood seconded to approve the following personnel items:
Unanimous.

14.1 Classified – New Hires

- Nancy Contreras, Noon Duty, Matanzas, effective November 1, 2011

14.2 Certificated – Leave of Absence Request

- Dana Winnie, Teacher, Binkley, effective January 30 – May 7, 2012
- Katherine Hill, Teacher, Binkley, effective February 6 – June 5, 2012
- Jennifer Magee, Teacher, Binkley, effective February 29 – May 1, 2012

15. CSEA / RVUTA COMMENTS

No comments

16. BOARD OF TRUSTEE COMMENTS/COMMITTEE REPORTS

The Board scheduled their meeting to review goals for January 30, 2012, 9:00 a.m. – noon, at Mrs. Evers home, 5927 Chandler Court, Santa Rosa.

The dates for the April Retreat and meetings with staff will be decided in January.

17. FUTURE AGENDA ITEMS

- Audit Report
- Redwood Consortium for Student Services Report
- Healthy Kids Survey Results
- District Goals
- Deferred Maintenance Plan
- BP/ARs 3000s
- Williams Settlement Complaint – Quarterly Report

18. REQUEST FOR INFORMATION

None

19. ADJOURN

Mrs. Evers moved and Mr. Ford seconded to adjourn the meeting at 8:17 p.m.:
Unanimous.

Dr. Casey D'Angelo
District Superintendent
Secretary to the Board