

WESTSIDE UNION SCHOOL DISTRICT
REGULAR BOARD MEETING
HILLVIEW MIDDLE SCHOOL

December 5, 2017

Mission Statement: Recognizing the exceptionalism of every child, the mission of Westside Union School District is to educate all students to universally high levels of academic competence. We are committed to comprehensive systems of instructional delivery that include research-based best practices to assure this outcome by “pointing the way, providing the path” to success.

Vision Statement: Our vision is to graduate students who have acquired the knowledge, skills and attitudes necessary to achieve significant career, educational, civic and personal goals, which will enrich our society as positive role models and responsible citizens.

5:00 p.m. – Regular Session
Adjourned to Closed Session
6:00 p.m. – Reconvene to Regular
Session

CALL TO ORDER _____ p.m.

- I. OPEN SESSION _____ p.m.
A. Flag Salute
B. Roll Call

BOARD OF TRUSTEES

Steve DeMarzio _____
John Curiel _____
Patricia Shaw _____
Linda Jones _____
Jennifer Navarro _____

SUPERINTENDENT

Regina Rossall _____

II. ITEMS FROM THE FLOOR

Please submit a yellow “Request To Speak To The Board of Trustees” in the folder on the exhibit table for agenda and non-agenda items to the Secretary of the Board prior to the meeting. Not more than three (3) minutes are to be allotted to any one (1) speaker, no more than twenty (20) minutes on the same subject. This portion of the agenda is for presentations to the Board regarding closed session items only. This is not a question and answer period where the Board enters into dialogue. Testimony is not protected from damage claims for libel. Public Charges or allegations may result in legal action being brought by those individuals. If you have questions for the Board, please provide the Board President with a copy and an administrator will provide answers at a later date.

III. CLOSED SESSION

Moved by _____ Seconded by _____

Ayes: _____ Noes: _____ Abstain: _____

Opened: _____ Closed: _____

- a. Conference with Labor Negotiators (Gov’t. Code §54957.6)
- b. Existing/Anticipated/Pending Litigation (Gov’t Code §54956.9)
- c. Conference with Real Property Negotiator
- d. Public Employee Discipline/Dismissal/Release/Appointment (Gov’t Code §54957)
- e. Pupil Personnel (Ed Code 35146 and 48918)

IV. RECONVENE TO OPEN SESSION AT _____ p.m.

V. REPORT OF CLOSED SESSION ACTION

VI. PRESENTATIONS

- A. Joe Walker Site Presentation and Employee Recognition
- B. Plaque for Outgoing President - Steve DeMarzio

VII. HEARING SESSION/STAFF REPORTS

- A. Board Comments
- B. Staff Reports
 - 1. Assistant Superintendent Administrative Services
 - 2. Assistant Superintendent Educational Services
 - 3. Deputy Superintendent
 - 4. Superintendent

VIII. PERSONAL APPEARANCES

- A. Westside Union Teachers Association Representatives
- B. California School Employees Association Representatives
- C. Parent Teacher Association Representatives
- D. West Antelope Valley Educational Foundation Representatives

IX. ITEMS FROM THE FLOOR

Please submit a yellow "Request To Speak To The Board of Trustees" in the folder on the exhibit table for agenda and non-agenda items to the Secretary of the Board prior to the meeting. Not more than three (3) minutes are to be allotted to any one (1) speaker, no more than twenty (20) minutes on the same subject. This is not a question and answer period where the Board enters into dialogue. Testimony is not protected from damage claims for libel. Public Charges or allegations may result in legal action being brought by those individuals. If you have questions for the Board, please provide the Board President with a copy and an administrator will provide answers at a later date.

X. PUBLIC HEARING

None

XI. ANNUAL REORGANIZATIONAL MEETING

A. ELECTION OF OFFICERS - As required by Education Code, Section 35143, the Board of Trustees Officers are to be elected annually at the first meeting in December after the first Friday in December. At this time nominations and elections of officers for the period of December 5, 2017 until the Organizational Meeting in December of 2018 will commence:

1. Election of President:

Moved by _____ Seconded by _____

NOMINEE	NOMINATED BY	SECONDED BY
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_____	_____	_____
_____	_____	_____

Close Nominations

Vote:

Ayes: _____ Noes: _____ Abstain: _____

2. Election of Vice President:

Moved by _____ Seconded by _____

NOMINEE	NOMINATED BY	SECONDED BY
---------	--------------	-------------

_____	_____	_____
_____	_____	_____

Close Nominations

Vote:

Ayes: _____ Noes: _____ Abstain: _____

3. Election of Clerk:

Moved by _____ Seconded by _____

NOMINEE	NOMINATED BY	SECONDED BY
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_____	_____	_____
_____	_____	_____

Close Nominations

Vote:

Ayes: _____ Noes: _____ Abstain: _____

4. Election of Representative to the Antelope Valley School Boards Association:

Moved by _____ Seconded by _____

NOMINEE	NOMINATED BY	SECONDED BY
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_____	_____	_____
_____	_____	_____

Close Nominations

Vote:

Ayes: _____ Noes: _____ Abstain: _____

5. Election of Board Representative to the West Antelope Valley Educational Foundation (WAVE):

Moved by _____ Seconded by _____

NOMINEE NOMINATED BY SECONDED BY

Close Nominations

Vote:

Ayes: _____ Noes: _____ Abstain: _____

XII. SEAT THE NEW OFFICERS FOR THE BOARD YEAR 2015 - PROCEDURAL MATTERS

1. Approval of the Schedule of Meeting Dates, Times and Location for the 2018 Board of Trustee Meetings Page i

Moved by _____ Seconded by _____

Ayes: _____ Noes: _____ Abstain: _____

2. Roberts' Rules of Order, Revised, be adopted as the ruling authority for all questions pertaining to Parliamentary Procedure.

Moved by _____ Seconded by _____

Ayes: _____ Noes: _____ Abstain: _____

3. Appointment of the District Superintendent, Regina L. Rossall, to serve as Secretary of the Board of Trustees per Board Bylaw 9122.

Moved by _____ Seconded by _____

Ayes: _____ Noes: _____ Abstain: _____

4. Approval to empower in the following order in the absence of the Superintendent the next in command are members of the Cabinet with the Deputy Superintendent first, Assistant Superintendent Educational Services second, Assistant Superintendent Administrative Services third. (BP 2110)

Moved by _____ Seconded by _____

Ayes: _____ Noes: _____ Abstain: _____

5. On behalf of the District approval that the Superintendent, Deputy Superintendent, Assistant Superintendent Educational Services, Assistant Superintendent Administrative Services, Supervisor of Fiscal Services, Director of Student Services, President of the Board of Trustees, and/or the Clerk of the Board of Trustees be authorized to sign all documents as the Authorized Agent of the District, and to sign warrants, orders for salary payment, Notices of Employment, and Contracts for the period of December 6, 2017, until the Organizational Meeting in December of 2018.

Moved by _____ Seconded by _____

Ayes: _____ Noes: _____ Abstain: _____

- 6. Approval to grant authority to the District Superintendent or designee to submit proposals and applications for state, local and federally supported programs for which the District may qualify.

Moved by _____ Seconded by _____

Ayes: _____ Noes: _____ Abstain: _____

- 7. Approval for the District to join the Antelope Valley School Boards Association and the California School Boards Association.

Moved by _____ Seconded by _____

Ayes: _____ Noes: _____ Abstain: _____

- 8. Approval to authorize Members of the Board of Trustees, Superintendent and Deputy Superintendent, to attend all special executive and regular meetings of the Antelope Valley School Boards Association, with their necessary expenses to be paid from the district's budgeted conference funds.

Moved by _____ Seconded by _____

Ayes: _____ Noes: _____ Abstain: _____

XIII. BUSINESS SESSION

A. Organizational/Governance

1. Agenda

Item 1

Goal #

Moved by _____ Seconded by _____

To approve the Agenda of the Regular Meeting of December 5, 2017

Ayes: _____ Noes: _____ Abstain: _____

Actions proposed for the Consent Calendar, are items with adopted policies and approved practices of the District and are deemed routine in nature. They will be acted upon in one motion, without discussions, unless members of the Board request an item's removal. The item will then be removed from the motion to approve and after the approval of the consent agenda the item(s) will be heard.

Items 2a -2g

2. Consent

- a. Minutes of the Regular Meeting on November 14, 2017
- b. Fundraising Authorizations
- c. Personnel Report
- d. Job Description
- e. Purchase Orders
- f. Consultant/Contract Schedule
- g. Conference/Workshop Schedule

Moved by _____ Seconded by _____

Goal #

Approval of the Consent Items as presented.

Ayes: _____ Noes: _____ Abstain: _____

- 3. Revised CSBA Delegate Assembly Nomination Item 3

Moved by _____ Seconded by _____

Approve the nomination of Stacy Dobbs in place of Susan Christopher to Delegate Assembly Region 22.

Ayes: _____ Noes: _____ Abstain: _____

- 4. Discussion Item Item 4
 - Governance

B. Educational Services

- 5. Sundown Site Plan Item 5

Moved by _____ Seconded by _____

Approval of Sundown's Site Plan

Ayes: _____ Noes: _____ Abstain: _____

- 6. Revised Board Policies Item 6
 - BP 1250, Visitors
 - AR 3516, Emergencies and Disaster Preparedness
 - AR 3516.2, Bomb Threats
 - BP/AR 5131.4, Student Disturbances
 - BP 5131.5, Vandalism and Graffiti

Moved by _____ Seconded by _____

Approval of the first reading of the revised Board Policies and Administrative Regulations

Ayes: _____ Noes: _____ Abstain: _____

D. Business

- 7. Piggyback on the Savanna School District Bid with Elite Modular Leasing and Sales Inc. Item 7

Moved by _____ Seconded by _____

Approval to approve to piggyback on the Savanna School District Bid with Elite Modular Leasing and Sales Inc.

Ayes: _____ Noes: _____ Abstain: _____

- | | | | |
|----|---|--------|--------|
| 8. | Revised Board Policies and Administrative Regulation: | Item 8 | Goal # |
| | <ul style="list-style-type: none"> • BP 3280, Sale or Lease of District-Owned Real Property • BP 3513.4, Drug and Alcohol Free Schools • AR 3515.6, Criminal Background Checks for Contractors | | |

Moved by _____ Seconded by _____

Approval of the first reading of the revised Board Policies and Administrative Regulation

Ayes: _____ Noes: _____ Abstain: _____

XIV. INFORMATION SESSION

- A. Items From The Floor – Continued
- B. Dates to Remember:
 - 1. Regular Meeting on December 12, 2017
 - 2. Regular Meeting on January 16, 2018
- C. Board Comments - Continued

XV. NEW BUSINESS

Future Board Meeting Items

XVI. CLOSED SESSION - Continued

XVII. RECONVENE TO OPEN SESSION at _____ p.m.

XVIII. REPORT OF CLOSED SESSION ACTION

XIX. ADJOURNMENT

There being no further business to come before the Board, the regular meeting of December 5, 2017, is adjourned at _____ p.m. by the Board President.

In compliance with the Americans with Disabilities Act, if you need special assistance to access the Board meeting room or to otherwise participate at this meeting, including auxiliary aids or services, please contact Tonya Williams at (661) 722-0716. Notification at least 48 hours prior to the meeting will enable the District to make reasonable arrangements to ensure accessibility to the Board meeting room.

Any writings or documents that are public records and are provided to a majority of the governing board regarding an open session item on this agenda will be made available for public inspection on the District Web Site, www.westside.k12.ca.us or in the District Office located at 41914 50th St. West, Quartz Hill, CA 93536 during normal business hours (8:00 a.m. – 4:00 p.m.).

Core Beliefs and Board Goals 2017-2018

The District uses data to create a learning-oriented culture for both staff and students which defines success in terms of improvement and progress.

1. **WE BELIEVE THAT OUR TEACHERS AND STAFF ARE OUR MOST VALUABLE ASSETS AND RESOURCES**
2. **WE OPERATE WITH TRANSPARENCY, TRUST AND INTEGRITY, GOVERNING IN A DIGNIFIED, PROFESSIONAL MANNER, TREATING EVERYONE WITH CIVILITY AND RESPECT**
3. **WE ARE ABSOLUTELY COMMITTED TO PROVIDING A SAFE, DISTINGUISHED AND ENGAGING LEARNING ENVIRONMENT THAT ENSURES ALL STUDENTS LEARN TO THEIR HIGHEST POTENTIAL**

- ❧ A. Build the capacity of board and district staff in developing and monitoring data related to goals and priorities specifically in the area of cultural responsiveness and educational equity
- ❧ B. A key concern and priority for this governing board is improving the accuracy and consistency of grading which should measure what students know, as they play a crucial role in every aspect of students' academic lives and future lives as global citizens. Areas of concern are: 1) Grades reflect progressive and mastery of content. 2) They are predictable and understood by parents and third parties. 3) That non-academic factors are graded separately. 4) The system adopted is not overwhelming for teachers.

❖ Annual Report by Educational Services

4. **WE ARE ABSOLUTELY COMMITTED TO PROVIDING THE NECESSARY FACILITIES TO MEET THE HOUSING AND EDUCATION NEEDS OF OUR CHANGING STUDENT POPULATION AND A VISION THAT PROMOTES AND SUPPORTS THEIR FUTURE**
 - ❧ A. Continue the Cottonwood Elementary School modernization
 - ❧ B. Receive annual updates to the District's Facilities Master Plan while exploring and securing options to finance the plan.
 - ❧ C. Continue to implement sustainable clean energy programs that promote the long-term well-being of both the District's finances and the environment.

❖ Annual Report by Business Services

5. **WE ARE FISCALLY TRUSTWORTHY AND DEDICATED TO RESPONSIBLE FINANCIAL ACCOUNTABILITY**
6. **WE BELIEVE IN AND PROMOTE PARENT AND COMMUNITY INVOLVEMENT IN WESTSIDE UNION SCHOOL DISTRICT**

2017-2018 Board Expectations

The District uses data to create a learning-oriented culture for both staff and students which defines success in terms of improvement and progress.

1. **WE BELIEVE THAT OUR TEACHERS AND STAFF ARE OUR MOST VALUABLE ASSETS AND RESOURCES**

EXPECTATIONS:

- a. Provide staff development to enable employees in a job classifications to maintain and improve their skills to meet stated goals of the Board to meet the needs of students. Continuously monitor and re-evaluate formula-driven staffing levels that adequately address student ratios and campus needs for all classifications of employees (classified, certificated, confidential, and administration)
- b. Maintain and monitor administrative training programs to enable existing staff to become administrators or to increase the skills of current administrators to assume increasing levels of responsibility in the future as well as immediately assisting with the reduction of attendance issues, traffic safety and student discipline at all school sites. Create programs that enable classified employees who want to become teachers to obtain the necessary information to do so, and work with the CSEA Board to make sure members know about contractual benefits available when taking college classes. As grants become available to help classified employees become teachers, apply for any for which the District is eligible.
- c. Provide ongoing recognition for school achievement, program development, i.e., California Gold Ribbon, Golden Bell, Employee of the Year, and Program Innovation: Joe Walker STEALTH, Gregg Anderson Academy, The IDEA Academy at Cottonwood, Westside Academy and Hillview 6th Grade Academy
- d. Continue a long-term plan to provide total compensation for all positions within the district that is competitive with the surrounding Antelope Valley elementary school districts
- e. Provide ongoing training to ensure a safe work place for all employees
- f. As funds are available revenues will be placed in a separate account to pay for long term post-employment benefits

- a. a, d & e - Annual Report by Human Resources
- b. b & c - Annual Report from Superintendent
- c. f - Annual Report by Business Services

2. **WE OPERATE WITH TRANSPARENCY, TRUST AND INTEGRITY, GOVERNING IN A DIGNIFIED, PROFESSIONAL MANNER, TREATING EVERYONE WITH CIVILITY AND RESPECT**

EXPECTATIONS

- a. Continue to improve the knowledge level of trustees through ongoing training, participation in political actions that influence improved funding and legislation for educational programs, and programs of independent study. All Board Members will attend the CSBA Annual Education Conference, with a report of sessions attended at a future Board Meeting, and receive a Masters in Governance certification
- b. The board will initiate the annual process for self-evaluation in June
- c. Annually set objectives to meet the goals of the district in June
- d. Continue to improve working relationship with employee unions to enable communications that enhance the overall well-being of the district including all employees
- e. A public-friendly version of the three major budget reports of the year shall be posted on the website

3. WE ARE ABSOLUTELY COMMITTED TO PROVIDING A SAFE, DISTINGUISHED AND ENGAGING LEARNING ENVIRONMENT THAT ENSURES ALL STUDENTS LEARN TO THEIR HIGHEST POTENTIAL

EXPECTATIONS:

- a. Staff will monitor comprehensive plans for improving student achievement including the Local Control Accountability Plan (LCAP) and the Comprehensive Safety Plans including the sections related to student discipline.
- b. All students will receive rigorous and effective instruction, support and intervention that afford equitable access to a high quality educational experience in an environment that nurtures critical thinking, communication, collaboration, creativity and social responsibility.
- c. Teachers will use research-based best practices to design and deliver instruction, which addresses the knowledge, concepts and skills outlined in the State Standards. Teachers will design lessons that actively engage the minds of all learners with that which is to be learned. Learning objectives that describe what students will be able to do successfully and independently at the end of each lesson will be clearly articulated. Formative assessment will be used to guide and inform instruction. Summative assessment will be used to measure student learning.
- d. Professional Development will be aligned to improve student outcomes. Data will be collected to substantiate growth in student achievement.

4. WE ARE ABSOLUTELY COMMITTED TO PROVIDING THE NECESSARY FACILITIES TO MEET THE HOUSING AND EDUCATION NEEDS OF OUR CHANGING STUDENT POPULATION AND A VISION THAT PROMOTES AND SUPPORTS THEIR FUTURE

EXPECTATION

- a. Monitor and maintain high-quality information technology systems throughout the District

5. WE ARE FISCALLY TRUSTWORTHY AND DEDICATED TO RESPONSIBLE FINANCIAL ACCOUNTABILITY

EXPECTATIONS:

- a. Continue to decrease encroachment of general funds by Special Education
- b. Continue to update and implement the adopted Technology Plan
- c. Continue to increase operational efficiency
- d. Citizens Oversight Committee will hold required meetings
- e. Set budget priorities based on the goals of the District
- f. Support and retain partnerships that have a mutual priority to maximize the available dollars for improving programs for students
- g. Maintain student Average Daily Attendance to exceed 96% percent.
- h. Senior Staff to hold twice-yearly fiscal status updates at employee work locations in order to educate and inform our stakeholders
- i. Maintain a financially responsible, positive District budget for the current year and two out years in order to preserve Westside's financial solvency, educational programs and the continued payment of employee salaries.


∞ g - Annual ADA Report by Business Services

∞ a, b, c, d, e, f, h & i - Budget Presentations by Business Services

6. WE BELIEVE IN AND PROMOTE PARENT AND COMMUNITY INVOLVEMENT IN WESTSIDE UNION SCHOOL DISTRICT

EXPECTATIONS:

- a. Continue to monitor and implement plans to increase communication and participation with parents regarding their children's education including the use of PowerSchool/PowerTeacher by all teachers.
- b. Implement plans to improve parent communication and participation with parents of all students.
- c. Explore ongoing efforts to increase communication with the community, utilizing methods that are cost effective.
- d. Strengthen partnerships with businesses, community organizations, and public agencies.
- e. Annually share the Board's goals and accomplishments with the stakeholders. Each school year will begin with a State of the District presentation by Superintendent and staff where maximum efforts are made to assure that the meeting is well-attended by the public.
- f. Create, administer and compile surveys for constituents that will generate data to measure district effectiveness to drive district decisions.
- g. Continue to explore means of obtaining input from stakeholders.
- h. Each Trustee will regularly attend community and school site events
- i. The Board will play an active role in promoting our district's image in the community and positive working relationships with all stakeholders.
- j. Keep public postings and communications current. Staff will monitor weekly.
Partner with parents and community to develop and implement school programs.

 e - Posted on District Website