

**West Contra Costa Unified School District
Governance Committee**

Zoom Video Conference

October 15, 2020

Minutes

I. Opening Procedures

A. Roll Call and Introductions

Chairperson Stephanie Hernández-Jarvis called the meeting to order at 5:32 PM.

Committee Members Present: Stephanie Hernández-Jarvis, Tom Panas

Student Board Representative: Caden Cotton-Blake, Stephanie Garcia-Avila

Staff: Matthew Duffy, Superintendent; Otilia Espinoza, Translator, Debbie Haynie, Executive Secretary; Robert Jordan, Communications Manager, Roxanna Molina, Translator

B. Approval of Agenda

Chairperson Hernández-Jarvis asked for clarification about the separate discussion items for naming school mascots and naming school facilities. Superintendent Duffy suggested combining the two items.

Mr. Panas moved approval of the agenda and Chairperson Hernández-Jarvis seconded. Motion carried.

C. Approval of Minutes: September 17, 2020

Mr. Panas motioned approval of the Minutes of September 17, 2020. Chairperson Hernández-Jarvis seconded. Motion carried.

D. Public Comment

Jamil Sahle expressed concern about public opportunity to review agendas and supporting documents asking the committee to establish guidelines.

Don Gosney agreed with the previous public comment.

II. Discussion Items

A. Proposed Bylaw Revision BB 9150 regarding student board members

Superintendent Duffy recalled prior discussion noting edits and changes to the board bylaw.

Public Comment:

Don Gosney commended the recent caliber of student represented and reminded everyone that the focus of board meetings was to conduct the business of the Board.

Discussion:

Student Representative Cotton-Blake inquired about the length of the term of office for himself and Ms. Garcia-Avila. Superintendent Duffy said that since no details had been specified to them when they began, that upon approval the new bylaw would go into effect. He also said that the student trustees could determine whether the length of term would work for them. Superintendent Duffy recapped the thoughts behind the change in the policy.

Mr. Cotton-Blake asked about the current status of the Youth Commission. Superintendent Duffy responded about its current pause as the district was trying to establish a wider student council.

Student Representative Garcia-Avila recommended focus on providing opportunity for more student accessibility. She also said she liked the idea of a longer term.

Mr. Panas recommended amending the terms of office to November – May, saying he liked the idea of a wider youth body to include students from all schools and demographics. He also spoke about getting the Youth Commission started again.

Discussion touched on whether seniors would be able to participate, as well as two student terms May – November and two student terms November – May. Both Ms. Garcia-Avila and Mr. Cotton-Blake said they looked forward to a year's term and opportunity to mentor the next trustees.

Superintendent Duffy said the next step would be to return the policy revision to the Governance Committee as an action item for approval and then to the Board in November.

B. Draft policy for renaming school mascots

Superintendent Duffy shared a draft policy that incorporated naming of mascots with naming of facilities. He also provided background from the previous meeting and noted input for consideration.

Discussion:

Don Gosney voiced concern that the language excluded community input to naming mascots. He supported language to allow for community input and a Board final decision. He also shared thoughts regarding renaming a facility after a living person noting special interest groups that may not be representative of the community. He advocated for additional consideration of this policy as well.

Jamil Sahle suggested an annual meeting of the Board dedicated to renaming's that also included details on cost estimates for the changes. He supported separate policies for naming mascots and renaming facilities.

Student Representatives Garcia-Avila and Cotton-Blake said they supported separate policies.

Mr. Panas said he had also thought of the topics as two different policies. He supported a site-based committee recommendation going to the Board. He talked about concerns voiced regarding naming after a living individual and recalled the experience of renaming Michelle Obama Elementary. He said he supported the policy including living or deceased names and acknowledged including the broader community voice in the process.

Chairperson Hernández-Jarvis favored two separate policies that included input from student representatives and community input in the procedures.

Mr. Panas spoke about potential cost for some school communities easier to bear than others. Superintendent Duffy provided an example of a high school renaming that included site level consideration and budget projection of costs.

Superintendent Duffy said the next steps included returning two separate policies to the committee for consideration of language about wider community input and budget

projections. These policies will be action items for the next committee meeting.

C. Suggested edits to naming of facilities policy

This item was included in the previous item's discussion and outcomes.

D. Board Bylaw 9322 Agenda Meeting Materials

Mr. Panas spoke about agenda materials for board meetings changing or appearing at the last minute and determining a standard as well as noticing the public of changes. Mr. Panas also talked about making public any information regarding audits, reports, or findings about the district.

Public Comment:

Don Gosney asked how the public was to prepare comments when it could not know the order or additions to an agenda saying it promoted distrust.

Jamil Sahle suggested that this committee also work on Governance Handbook updates, along with the annual Brown Act training. He said the district should strive toward much better than the minimum requirement of the law.

Discussion:

Student Representative Garcia-Avila asked about language and how to make it more accessible to students and community.

Mr. Panas spoke about making progress noting a recent inclusion of language and defining acronyms in an agenda item, but thought there was more progress to be made. He continued with thoughts about the policy and that presentations should be ready when the agenda was posted. He proposed that attachments could not be added or changes after a specific period of time. Any time a change was been made, anyone on the distribution list of that agenda should also receive notice. He also spoke about various findings received by the district included in the superintendent's reports and posted on the website. He thought this was a way to improve public disclosure.

Chairperson Hernández-Jarvis recalled previous discussion regarding revision to the policy. She advocated to strive and plan accordingly.

Student Representative Cotton-Blake asked about outreach to the public when changes were made.

Superintendent Duffy spoke about alerting the public when an agenda was changed but said the larger point had to do with supporting materials and attachments. He said that staff did not want to work preparing presentations at the last hour and acknowledged the capacity issue around the amount of work being done. He mentioned the structure of Long Beach USD for board, committee meetings, and retreats. He talked about staff's capacity for numerous committee meetings, lengthy board meetings and items requested. He encouraged prioritization for agenda items and acknowledged the frustration.

Chairperson Hernández-Jarvis spoke about efficiency and finding a balance with transparency.

Discussion took place regarding staff's efforts to provide information, sustainability, prioritization of agenda items, pulling items when not ready, setting a standard to make sure the public was informed. Discussion continued about whether to propose language to revise the policy.

Superintendent Duffy said he would take the comments and synthesize for further discussion at the next committee meeting.

E. District Holidays

Chairperson Hernández-Jarvis asked for discussion regarding determining holidays and process for creating district holidays.

Superintendent Duffy shared that the district calendar was part of the collective bargaining process to meet the total number of school days for a school year. He shared information about the addition of smoke days and mindfulness of what other districts were doing. He noted that the Board could name a day as a holiday but it would need to be included in collective bargaining in order to become part of the calendar.

Public Comment:

Don Gosney pointed out typographical errors.

Discussion:

Chairperson Hernández-Jarvis spoke about holidays, working days or in-service days. She continued to inquire about Indigenous Peoples' Day as a non-instruction day but not commemorated as a recognized holiday.

Superintendent Duffy responded about establishing through resolution a district holiday or non-school day as well as bargaining with labor organizations about adding another workday to the calendar in order to determine the number of instructional days required.

Student Representative Cotton-Blake inquired about holidays not used.

Mr. Panas recalled inclusion of a resolution honoring Indigenous Peoples' Day and acknowledged the diverse community. He supported a conversation about what holidays to observe and take off as non-work days.

Chairperson Hernández-Jarvis spoke about conversation with labor partners and others about important days to our communities.

Superintendent Duffy said he would begin conversation with the labor units regarding inclusion of the second Monday of October as Indigenous Peoples' Day and would keep the committee apprised of developments.

Student Representative Cotton-Blake asked about the process for bargaining and holidays for commemoration. He said he appreciated the clarification.

Superintendent Duffy acknowledged the importance of activities and discussion in schools about the various holidays.

III. Action

A. Recommendation to Establish a Racial Equity Community Oversight Council (Healthy Richmond's LCP Recommendation)

Chairperson Hernández-Jarvis introduced Roxanne Carrillo Garza from Healthy Richmond.

Superintendent Duffy provided background regarding the [Healthy Richmond recommendations](#) to go along with the District Continuity Plan. The recommendation

included discussion to adopt a Racial Community Oversight Committee and brief discussion at a recent Board meeting about moving forward. The item has returned to the committee to formalize a recommendation determining under what department this work would be organized.

Ms. Carrillo Garza addressed dialogue from previous meetings regarding the charge of the council and proposed work to coordinate with the Governance Committee to develop the equity and inclusion policy and anti-racism anti-bias framework. The concept behind the council would be to support students and parents to implement change in schools and community process for leaders active in development of equity policies and practices. Once policy and administrative regulations were in place, the role of the council would be to address and measure academic gaps on a quarterly basis and review of budget alignment. She also addressed timeline and action steps, securing funds to launch the council, engaging experts with expertise in racial equity work, and engage the community.

Public Comment:

Jamil Sahle asked about next steps and recommendations to the Board.

Discussion:

Chairperson Hernández-Jarvis clarified that the committee had yet to make a recommendation to the Board on how to proceed.

Student Representatives Cotton-Blake and Garcia-Avila said that they supported the Racial Oversight Council.

Mr. Panas had questions about student and public involvement for development of the DEI policy. The following discussion included initial working committees with representatives at schools and parent leadership councils, with up to 50 or 60 people involved, and ways to engage classrooms and the public. Ms. Carrillo Garza suggested starting with a framework document to take to the community for input. Mr. Panas raised the questions about staff time required, who would hold responsibility for the bulk of the effort, funding and long-term vision. Discussion included possible foundation funding of a 1-3 year grant, possible incorporation into the LCAP process, with cost estimates of around \$350,000.

Discussion touched on addressing community concerns, worry about dilution of the work if not able to do it well, importance of the work and how to create alignment and coherence.

Chairperson Hernández-Jarvis thought the core of the work would be to develop a policy to help work move forward with an equity lens and prepare a proposal that identified budget projections, structure, timeline, reporting steps. After further discussion, she suggested this item return to the next Governance Committee meeting for further conversation about the structure. Mr. Panas agreed.

IV. Governance Committee Next Meeting

The next meeting dates were set for Monday, November 9, 2020 and Thursday, December 10, 2020.

V. Adjournment

Chairperson Hernández-Jarvis adjourned the meeting at 8:06 PM.