

WCCUSD Governance Subcommittee

Alvarado Adult Education Campus

May 15, 2019

Minutes

Approved September 25, 2019

I. Opening Procedures

A. Roll Call and Introductions

Chairperson Stephanie Hernández-Jarvis called the meeting to order at 6:13 PM.

Committee Members Present: Stephanie Hernández-Jarvis, Tom Panas

Staff Attendees: Matthew Duffy Superintendent; Debbie Haynie, Executive Secretary; Lisa LeBlanc, Associate Superintendent

Chairperson Hernández-Jarvis provided opportunity for those in the audience to introduce themselves.

B. Approval of Agenda

Mr. Panas said that a request had been received to move the item regarding Revised Board Policy 7214.2 (CBOC) to accommodate remarks from the public. It was agreed to move the item later on the agenda in order to allow opportunity for speakers to arrive.

C. Approval of Minutes of the April 17, 2019 Meeting

Mr. Panas provided minor corrections to the minutes and moved approval. Ms. Hernández-Jarvis seconded. The April 17, 2019 Meeting Minutes were approved.

D. Public Comment

None

II. Action Items

A. Revised BB 9121 - Role of President

Superintendent Duffy noted additions to the policy in bolded text. Discussion followed in order to clarify wording. Revisions were made to define the authority of the Board President.

Public Comment:

None

Motion: Mr. Panas moved approval of revisions to Board Bylaw 9121 and forward to the Board for approval. Ms. Hernández-Jarvis seconded. Motion carried.

B. Revised BB 9123 – Role of Clerk

Superintendent Duffy noted additions and revisions to the policy in bolded text. Discussion followed in order to clarify wording. Revisions were made to define the authority of the Clerk.

Public Comment:

None

Motion: Mr. Panas moved approval of revisions to Board Bylaw 9123 and forward to

the Board for approval. Ms. Hernández-Jarvis seconded. Motion carried.

C. Proposed Board Policy on Contracts – Annual Measurable Outcomes/Metrics of Success

Superintendent Duffy presented the most recent documents used by the Community Engagement staff in working with community partners and the required survey asking a number of questions similar to those of the Board. The example provided included a year-end report by the service provider and mapped back to the original goals of the agreement. Superintendent Duffy said this would provide staff enough information to evaluate the vendor around meeting goals, targets reached, and value of contracting in the future. He shared that the Community Engagement office manages any community partner providing direct services to students and professional development. He will seek clarification about any similar survey used for providers of indirect services working only with staff, and application for all contracts in 2019-2020.

Committee discussion continued. Mr. Panas said he liked this information and would like to see application to all contracts as deliverables. He also talked about summer school and an ability to assess accomplishments of services. Mr. Panas would like to see the evaluation codified as a district expectation. He supported it returning as a board policy.

Ms. Hernández-Jarvis agreed to set protocol for vendors and suggested a simplified chart for ease of reading when assessing contracts.

Superintendent Duffy pointed out the vendor completing the survey versus the wider community input to determine overall effective investment.

Mr. Panas supported inclusion of the metrics of success and measurable overall outcomes in contract detail provided to the Board.

Superintendent Duffy said that his next steps would include clarifying indirect services, review of board policy around contracts, and possibly including the goals and indicators.

Public Comment:

None

Chairperson Hernández-Jarvis asked the Superintendent to make the revisions and return for further discussion or action if ready.

III. Discussion Items

A. Board presentation expectations regarding disaggregated student data

Superintendent Duffy shared information about a framework for data presentations and deciding the appropriate protocol for an effective way to present to the Board.

Mr. Panas said he would like to see the Board create a policy to inform staff of the Board's expectations with data disaggregated for example by various ethnic groups, by school, elementary versus middle, data over time, and comparison with the county or other school districts. He would like to see more context in comparisons in order to better inform the Board.

Chairperson Hernández-Jarvis said that she thought breakdown by programs and classroom would be helpful in reviewing student interventions and academic needs, as well as by curriculum and over time. She supported informing staff of the Board's expectation. For

the future, she also suggested developing an application system to build on and inform sites.

Mr. Panas asked Superintendent Duffy about the value of data as a principal. Superintendent Duffy spoke about the value of high performing classrooms, sharing with other teachers, and systems for sharing.

Superintendent Duffy continued with next steps for framing in a learning orientation, remembering why assessments are done, and the purpose for context. He suggested monthly data nights, separate from board meetings, for opportunity to share with community in a larger context than a board meeting could offer. Mr. Panas supported and spoke about informing the Board in order to provide the district with better support. Mr. Duffy also suggested including student experiences and perspective on preparation, experience, and value. Committee members were supportive of the idea.

Superintendent Duffy will prepare a framework to outline expectations for data presentations. Ms. Hernández-Jarvis said she would like to see Spanish translation of presentations in the spirit of more equity of access of information.

Public Comment:

None

B. Revised Board Policy 7214.2 (CBOC)

This item was taken later on the agenda.

Public Comment:

Mr. Don Gosney, Chair of the Citizens' Bond Oversight Committee, shared detail and recommended revisions discussed at the recent joint Board / CBOC meeting. He offered to answer questions and share insight on behalf of the committee. As a private citizen, he advocated for the exclusion of a student representative to the committee and provided his reasoning noting the selection process and difficulty in recruiting active students.

Mr. Mac Moore, CBOC member, detailed the proposed revisions previously proposed. He reminded the Board about the marked up redline version and review of the March 27 joint meeting agenda packet for the summary.

Mr. Anton Jungherr, CBOC member, addressed concerns raised at the March 27 joint meeting in addition to the proposed policy revision. He provided a handout with a proposed budget estimating an annual expense total of \$18,450. He noted the Proposition 39 establishment of the CBOC with the passage of the bond measures. Mr. Jungherr shared detail and noted that actual out of pocket expenditures would be less than \$5,000. Mr. Jungherr provided input regarding legal counsel, publically available audit reports, and request for a mutually agreed upon CBOC budget. He asked that the committee bring the budget to the next meeting for approval and forward to the Board for consideration.

Committee Discussion:

Mr. Panas said the proposed budget was interesting and inquired about staff time at meetings. Superintendent Duffy clarified that this budget would come from the general fund budget to cover the work of the CBOC for the year. Discussion continued about how the proposal captured how funds are currently spend, noting the cost impact with a total under \$5,000. Ms. LeBlanc shared that all support to the CBOC comes from the general fund, not bond funds. Mr. Jungherr offered to detail the information to illustrate less than \$5,000 requested.

Discussion continued regarding staff hours, opportunity costs, reduced attorney hours, and the CBOC efforts to reduce costs.

Mr. Moore took opportunity to highlight the recommended policy revisions including reducing the committee seats from 17 to 14 by eliminating one unincorporated area seat, the building trades seat, and the Solutions Team seat, all of which have been unfilled for some time. The statutory requirement is seven committee members. Mr. Moore noted additional changes related to streamlining the policy and cleaning up overlapping sections to create two section regarding members and support provided by the district to the CBOC as outlined in the Education Code. Discussion touched on recommendations coming from the recent forensic accounting report, elimination of confusing legal references, inclusion of legal counsel and any need of a construction consultant.

The committee began review of specific lines of the proposed policy asking questions and seeking clarification.

Chairperson Hernández-Jarvis spoke about using the March 27 agenda packet for more context and bringing back the item for one more round of review by the Governance Committee. Superintendent Duffy spoke about an agreed upon annual budget tracking of costs.

Chairperson Hernández-Jarvis provided direction to the Superintendent to return the item to the June 18 meeting for further review and action by the Governance committee.

C. Governance Handbook

Mr. Panas began the conversation regarding the outdated handbook. He offered to work over the document and return it for review at a future meeting. Superintendent Duffy noted that committee assignment section had been updated. Further discussion noted deletion of outdated pages 22-24 regarding the Board Governance calendar, and incorporation of policy revisions.

Discussion included Mr. Panas preparing a redline version of updates to the first 20 pages, approximately half of the document. The committee was in agreement about these next steps.

Public Comment:

None

IV. Governance Committee Next Meeting

The next meeting dates scheduled are June 18 and July 24. Superintendent Duffy suggested waiting for opening of school activities to be calendared before scheduling further meetings.

Mr. Panas inquired about placement of the two approved board bylaws on an upcoming Board agenda. Superintendent Duffy advised looking to a future meeting.

V. Adjournment

Chairperson Hernández-Jarvis adjourned the meeting at 8:03 PM.