



**WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT**  
**Governance Subcommittee Meeting**  
**November 02, 2017**  
**6:30 PM**

**Agenda**

**Subcommittee Board Members:**

Valerie Cuevas, Chair  
Tom Panas

**Location:**

Alvarado Adult Education Center  
5625 Sutter Avenue, Room 1  
Richmond, CA 94804

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**I. Opening Procedures**

- A. Roll Call & Introductions
- B. Approval of Agenda
- C. Approval of Meeting Minutes - September 12, 2017
- D. Public Comment

**II. Discussion Items**

- A. Continued review of School Site Committees structure, bylaws, and protocols, regarding:
  - Review of updated administrative regulations for SSC Bylaws proposed by Mr. Trujillo, including sequencing of terms and staff/teacher ratio
  - Status of new training being planned by Community Engagement for SSCs, as well as for site leaders
- B. Continued review of subcommittee recommendation to Board regarding Resolution 19-1617 (Limiting Campaign Contributions to Candidates for the West Contra Costa Unified Board of Trustees)
  - Expert Presentation to Committee: "Campaign Finance Reform at the Local Level" by Nicolas Heidorn, Legislative Affairs Director, California Common Cause
- C. Continued review of CSBA's suggested new Board Bylaw 9012 regarding Board Member Electronic Communication
  - Review of Superintendent Duffy's suggested language for proposed Board Bylaw 9012
- D. DLCAP committee function and organization
  - Review of DLCAP membership list regarding expired terms and attendance
  - Review of DLCAP quorum requirements
  - Status of Bylaw revision process
- E. Parcel Tax Committee recruitment process and status
  - Update on current membership list and application process

**III. Action Items**

- A. Receive and approve update of School Site Committees structure, bylaws, and protocols
- B. Receive and approve update of subcommittee recommendation to Board regarding

**Resolution 19-1617 (Limiting Campaign Contributions to Candidates for the West Contra Costa Unified Board of Trustees)**

- C. Receive and approve update of Board Bylaw 9012 regarding Board Member Electronic Communication**
- D. Receive and approve update of DLCAP committee function and organization.**
- E. Receive and approve update on Parcel Tax committee recruitment process and status.**

**IV. Governance Subcommittee Meeting Schedule**  
**Schedule next subcommittee meeting dates**

**V. Adjournment**

*Members of the public may speak on individual items of interest on the agenda as the items are discussed.*