

WCCUSD Governance Subcommittee

Alvarado Adult Education Campus

November 2, 2017

Minutes

Approved 12/14/17

I. Opening Procedures

A. Roll Call and Introductions

Chairperson Valerie Cuevas called the meeting to order at 6:34 PM.

Committee Members Present: Valerie Cuevas, Tom Panas

Staff Attendees: Marcus Walton, Communications Director; Marin Trujillo, Coordinator
Community Engagement; Debbie Haynie, Executive Secretary

Members of the public introduced themselves.

B. Approval of Agenda

Mr. Panas recommended moving item II.B. to the first discussion item to accommodate the guest speaker. Mr. Panas and Chairperson Cuevas approved the agenda as amended.

C. Approval of Meeting Minutes – September 12, 2017

The meeting Minutes for September 12, 2017 were approved by consensus.

D. Public Comment

None

II. Discussion Items

A. Continued Review of School Site Committees Structure, Bylaws, and Protocols

Mr. Marin Trujillo provided guidebooks for School Site Committees and Single Plan for Student Achievement. Both were in English and Spanish. He detailed updates to revamping of School Site Council procedures. He addressed three areas of commitment including bylaw templates, additional training for members, and new resources and procedures. Discussion included information regarding establishment of procedures for a meeting quorum using electronic attendance, standardization of bylaw templates, and election terms. Updates to Board Policy 0420 School Plans/Site Councils were also reviewed.

Public Comment:

Petronila Fernandes spoke about the need for Spanish translation of documents and translation at meetings to enable parents to be better informed. Ms. Fernandes also requested that minutes be sent five days prior to meetings in order to allow time to do her own translation.

Guadalupe Calvario talked about the struggling committee at her school and her efforts to support. She also spoke about training and translation to help inform parent committee members.

Elizabeth Bundschu-Mooney talked about a learning curve for new principals.

Committee Comment:

Mr. Panas asked questions about how bylaws deal with absent members. Mr. Trujillo said that he is being thoughtful about development of a resignation protocol letter in order to establish structure for principals while balancing objectivity and fairness with functionality. He said there is work to be done in this area. Mr. Panas continued with questions about SSC trainings and getting the word out to committee members as well as everyone who might be interested at a school.

Discussion included the development of an Assurances Checklist for monitoring of elections and possible tracking of abnormalities from year to year. SSC meeting minutes will now be posted online for public access as another measure of increased rigor.

Mr. Trujillo stressed ongoing improvement in processes while raising awareness with quarterly updates to the Governance Subcommittee as a mechanism for feedback.

Chairperson Cuevas asked that the revised board policy be provided with a presentation to the Board at a future meeting as a way to share exposure.

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)

This item was moved earlier on the agenda.

Mr. Nicolas Heidorn, Policy and Legislation Counsel for Common Cause, provided a presentation regarding local campaign contributions. He shared information about California law regarding contribution limits to election campaigns. He spoke about local limits in practice with cities and counties and related how this might be interpreted to school districts. The presentation was recorded to be available for viewing from the District's website.

Mr. Panas asked for clarification regarding the district spanning five cities as well as county jurisdiction and how the power of a charter city concept could apply.

Public Comment:

Karen Leong Fenton provided handouts that she said were updated from those distributed at a previous meeting. She spoke about vendor and union contributions, as well as charter school political action committee contributions.

Committee Discussion:

Chairperson Cuevas clarified for the record that she never stated anything about unfair representation of unions and felt her motivation was being questioned. She supported a fair and objective approach to address the matter from the community.

Committee discussion included questions about city funding as a mechanism with the district spanning five cities. Mr. Heidorn clarified with information about the California constitution and the expected outcome of litigation with Howard Jarvis Tax Payers Association v. Brown. Further discussion included campaign finance reporting, lower contribution limits, engagement of public interest, and tradeoffs for better democracy. Enforcement policy was also discussed. Mr. Heidorn concluded with general thoughts about good community input to determine issues it wants to solve.

C. Continued Review of CSBA's suggested new Board Bylaw 9012 regarding Board Member Electronic Communication

Mr. Walton pointed out the only revision to the California School Boards Bylaw BB 9012 Board Member Electronic Communications was inclusion of the language "Board members shall not use electronic devices for communication purposes during meetings of the Board."

Public Comment:

None

Committee Discussion:

Chairperson Cuevas requested that the proposed policy be posted to the Governance webpage.

D. DLCAP committee function and organization

Mr. Walton said that the current membership list indicating expired terms of office and attendance were not immediately available. He also shared that bylaws indicated that a quorum consisted of a majority of committee members. He said that the DLCAP executive committee has reviewed draft bylaws and will present at the next meeting.

Chairperson Cuevas asked that an updated membership list be accessed for determining quorum and assuring that the committee operates as efficiently as possible. She also spoke about the LCAP as an entry point for parents.

Mr. Walton shared that an independent facilitator consult has been tasked to help with structure of the committee.

Public Comment:

Ada Bustamante said she was impressed with the work. She continued to speak about her own research and education about the LCAP, committee function and need for time to provide meaningful understanding. Ms. Bustamante also mentioned a gap in the DLCAP involving schools and the need for updated documents on the website.

Petronila Fernandes spoke about more parent representation on the committee involving EL, foster youth and low-income families. She also spoke of the need for document translation and childcare at meetings.

Committee Discussion:

Mr. Panas said he would like to see the updated membership roster by the next DLCAP meeting scheduled for November 8.

E. Parcel Tax Committee Recruitment Process and Status

Mr. Panas said it was unclear how positions were to be filled with the various community organizations mentioned.

Chairperson Cuevas identified the six vacancies remaining and recommended coming up with an administrative approach to contact the various organizations for appointments by December. The first meeting of this committee is scheduled for November 28, 5:00 PM at Pinole Middle School.

Public Comment:

None

III. Action Items

A. Receive and Approve Update of School Site Committees Structure, Bylaws, and Protocols

Mr. Trujillo will return for quarterly updates and provide a presentation to the Board regarding the policy updates.

Public Comment:

None

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)

Following the presentation earlier on the agenda, the committee will look at suggestions and good

governance practices. This item will return to the next meeting.

Public Comment:

Karen Leong Fenton said that the resolution did not address the problems of election funding and the information shared earlier in the meeting did not apply to school districts. She recommended aborting the resolution.

C. Receive and Approve Update of Board Bylaw 9012 regarding Board Member Electronic Communication

The proposed bylaw will be posted to the website for public viewing.

Public Comment:

None

D. Consider Approval Update of DLCAP Committee function and organization

The membership list will be cleaned up.

Public Comment:

None

E. Receive and Approve Update on Parcel Tax Committee Recruitment Process and Status

Steps for recruitment to fill vacancies will be reported at the next meeting.

IV. Governance Subcommittee Meeting Schedule

Chairperson Cuevas will consult with the Superintendent regarding scheduling of the next meeting.

V. Adjournment

Chairperson Cuevas adjourned the meeting at 9:28 PM.