

# WCCUSD Governance Subcommittee

Alvarado Adult Education Campus

May 17, 2017

## Minutes

Approved 6/19/17

### I. Opening Procedures

#### A. Roll Call and Introductions

Chairperson Valerie Cuevas called the meeting to order at 6:07 PM.

**Committee Members Present:** Valerie Cuevas, Tom Panas

**Staff Attendees:** Matthew Duffy Superintendent; Debbie Haynie, Executive Secretary

Members of the public introduced themselves.

#### B. Approval of Agenda

Mr. Panas asked to take the Discussion Item regarding School Site Committees after Actions Items in order to accommodate members of the community who had not arrived. The meeting agenda was approved as amended.

#### C. Approval of Meeting Minutes – April 18, 2017

The Minutes from the April 18, 2017 meeting were approved by consensus.

#### D. Public Comment

None

### II. Discussion Items

#### A. School Site Committees Structure, bylaws, and protocols

This item was moved to follow Action Items.

Chairperson Cuevas shared the information packet providing history regarding School Site Councils. She spoke about the state and federal regulations, and practices to align funds to school sites as outlined by categorical programs. Ms. Cuevas also spoke about compliance with state LCAP also providing changes. The question for consideration was how to meet the overall goal of inclusive practices at school sites.

After a short break, Mr. Panas began the conversation about issues for councils around voting members, decisions to be made and what seemed to be a lack of bylaws. Staff member Marin Trujillo and parent Stephanie Sequira were invited to participate in the conversation. Ms. Cuevas also invited teacher Elizabeth Bundschu-Mooney and student Dominick Ojeda to join in.

Discussion included rules for SSC's at school sites, support to the site to establish a council, staff and parent training, and composition. Mr. Duffy related the challenges and structure for a principal and detailed the beginning and end of year pushes to help council members understand budgeting of funds. Discussion addressed understanding funding restrictions, statutory timelines and specifics at schools.

Chairperson Cuevas recommended next steps to include collection of information for review and assessing areas to improve.

### III. Action Items

**A. Approve Subcommittee Recommendation to the Board on Board Committee and Subcommittee Structure and Authority (BB 9130)**

Superintendent Duffy provided an update of the committee structures including recommendations made at the previous meeting. After discussion and additional edits, the document was approved. It was recommended to confer with President Block about placement on an upcoming agenda for approval.

**Public Comment:**

None

**MOTION: Mr. Panas moved approval of forwarding the Board Committee and Subcommittee Structure and Authority to the Board for approval. Ms. Cuevas seconded. Motion carried.**

**B. Approve Subcommittee Recommendations to the Board on Reconciliation of Governance Handbook and Board Policy (BB 9000, 9005, 9100, 9212, 9123, 9140, 9150, 9270, 9321, 9322, 9400 & BP 1221)**

Superintendent Duffy led the discussion regarding the various policies and recommendations for reconciliation of the Governance Handbook. He specifically addressed Bylaws 9000, 9100, 9270, and 9322 related to VLS audit finding recommendations, consideration of requests to address the board, and engaging the public.

**Public Comment:**

Elizabeth Bundschu-Mooney spoke about members of the public distributing items at Board meetings and subsequent availability for public inspection.

**Committee Discussion:**

Mr. Panas had expressed concern about BB 9100 regarding election of board officers and the corresponding section in the handbook.

Ms. Cuevas led discussion about the first time incorporating the new procedures following election of new trustees. The committee members discussed possible bias and ambiguity with two year and three year terms as related to eligibility for the seat of Clerk and President.

Superintendent Duffy suggested taking this up at the next Governance Subcommittee meeting with an update.

**MOTION: Mr. Panas moved approval of the revisions to BB 9000, 9270 and 9322 and sending to the Board for approval. He asked that BB 9100 be withheld pending work in progress for clarification. Ms. Cuevas seconded. Motion carried.**

**C. Approve Subcommittee Recommendation to Board on the Parcel Tax Subcommittee (BP 1221)**

Superintendent Duffy reviewed the revisions to BP 1221 regarding the Citizens Oversight Committee for Parcel Taxes which included clarification of parent teacher associations and parent teacher organizations, unduplicated count, and affirmation of the representative from the Contra Costa Taxpayers Association. Also included was additional language to address an organization seeking to appoint a member to the committee.

**Public Comment:**

None

**Committee Discussion:**

Mr. Panas said he had no further changes.

Chairperson Cuevas spoke about awaiting final approval in order to seat members and establish the committee.

**MOTION: Mr. Panas moved approval of revisions to BP 1221 and forwarding to the Board for approval. Ms. Cuevas seconded. Motion carried.**

**D. Approve Subcommittee Recommendation to the Board on District Complaint Protocol & Ombudsman (BP 1312.3)**

Chairperson Cuevas read aloud the revisions to this policy.

**Public Comment:**

None

**Committee Discussion:**

Mr. Panas asked whether the ombudsperson would go into effect in July. Superintendent Duffy affirmed that as of the new fiscal year it would be in effect with the office staffed and running by the first day of school.

**MOTION: Mr. Panas moved approval of revisions to BP 1312.3 and forwarding to the Board for approval. Ms. Cuevas seconded. Motion carried.**

**E. Approve Subcommittee Recommendation to the Board for Vincente, Lloyd & Stutzman TC4 Findings**

Superintendent Duffy spoke about incorporating recommendations from the VLS audit findings into the handbook. He shared revisions provided by legal counsel Harold Freiman related to the recommendations. Superintendent Duffy guided discussion through the six recommendations and suggested incorporating language from a CSBA publication relating to Boardsmanship. This document discussed the role of the Board and not taking on management responsibilities.

**Public Comment:**

None

**Committee Comment:**

Mr. Panas spoke positively about including the general description as well as bullet points to provide examples.

Chairperson Cuevas suggested adding the document as a reference addendum before the Rosenberg Rules of Order.

Superintendent Duffy summarized the additions to the handbook incorporating language reflective of the VLS audit recommendations.

**MOTION: Chairperson Cuevas moved to approve for Board consideration. Mr. Panas seconded. Motion carried.**

**IV. Governance Subcommittee Meeting Schedule**

The next meetings were scheduled for June 19, 2017 and July 25, 2017 at 6:00 PM.

**V. Adjournment**

Chairperson Cuevas adjourned the meeting at 8:20 PM.