

**SEBASTOPOL UNION SCHOOL DISTRICT
BOARD OF TRUSTEES
MINUTES
SPECIAL BOARD RETREAT MEETING
April 30, 2015**

Call to Order

The Meeting of the Board of Trustees of Sebastopol Union School District was called to order at 4:00 p.m. by Board President Debra Ramirez.

Roll Call

Members of the Board present: Trustees Debra Ramirez, Deborah Drehmel, Olivia Leon and Bob Hynes. **Absent:** Mac Thompson

Others Present

Linda Irving, Sarah Lampenfeld, Robin Hedrick, Loren Soukup and Karen McGahey

Public Hearing

There were no requests to address the Board on Closed Session agenda items.

1.0 Closed Session

Trustee Ramirez moved the meeting to Closed Session at 4 p.m. for the purpose of: Conference with Labor Negotiator, Discipline/Dismissal/Release, Public Employee Employment and Conference with Real Property Negotiators.

Trustee Ramirez moved the meeting to Open Session at 5:02 p.m.

2.0 Report Out

Nothing was reported

3.0 Public Comments

None

4.0 Discussion: Action is permissible on these items but not anticipated.

- 4.1 Attorney Loren Soukup – School and College Legal: Loren explained the process of a provisional appointment to the Board in the case of an upcoming vacancy. A letter needs to be issued to the County Superintendent by the resigning Board member stating the request. The resignation needs to be accepted by the County Superintendent before it is valid. Once accepted, the district can advertise for the open position and accept applications. The Board has 60 days to complete the process. Interviews of candidates take place in an open session board meeting followed by deliberation of the board, and then the appointment takes place. This can all be done in one meeting or two separate ones. The question was asked, “What if there are no applicants, what happens to the position?” Loren told the Board if there are no applicants to fill the vacant seat, the seat will remain vacant until the next regular election. Another question was asked, “What if a candidate is not chosen after interviews, can they advertise again?” Loren said yes, the district can advertise again but the Board is still obligated to stay within the 60 day window. If the Board does not appoint within the 60 days, the seat stays open until the next

regular election. She then explained the process after the appointment anyone can petition against the appointment up to 30 days.

The Board reviewed the candidate application and interview questions that Linda presented. They discussed as a group and changed as they saw appropriate.

- 4.2 Karen McGahey – SCOE: Karen stated that her main goal for tonight was to establish a timeline of reviewing the Strategic Plan. She suggested combining the Strategic Plan and LCAP into one document and then asked the Board what they thought of that.

Trustee Ramirez says that as a Trustee the Plan is the most important thing to guide us as a district and is a living document. There are many people as stakeholders and since she's not involved in the day to day of the schools, she wonders if we are on track with what it currently written. She also thinks the Plan needs to be reviewed to align with the new reconfiguration.

Trustee Drehmel says she agrees that the Plan is a living document and that as a district we are working on everything in the document in some way or another. We are a very process oriented district. She acknowledges that the Plan has been a tool for Linda and the administrative staff to see where we are going. She has concern with combining the LCAP and Plan for danger of losing an easy way to read the Plan with the way the LCAP is written now. She doesn't want to lose the intent of the Plan either.

Karen says she hears what Trustee Drehmel is saying and what she is looking for. She says that Toni Beal is the person in her office to talk about combining the documents. She also says that the "Our Beliefs" section can be on the first page of the LCAP.

Trustee Drehmel believes the Plan is a more accessible document for parents. She also believes it shouldn't be the only plan for the district. Many things left out of the Plan such as facilities, English learners and math curriculum. She want to know how it would help Linda to move forward.

Linda is all for making the LCAP make sense and to simplify it. Consolidating the two will dilute the Plan. She believes Strategy 3 needs to be flushed out to streamline.

Karen agrees that Strategy 3 needs to be narrowed down, but realized that the group had passion about what they wanted.

Trustee Drehmel believes that LCAP data needs to be used to restructure Strategy 3.

Karen says we can still have two separate documents but take parts of the Plan to add to LCAP. LCAP is not going away and gets reviewed every year. Are there key parts in the Plan that the Board want to make sure is in the LCAP.

Trustee Leon says that if the documents are combined people will have it imbedded in a legal document and reviewed annually. And people will see that it is a living document.

Trustee Drehmel says it would be nice to tie real data to the Plan.

Trustee Hynes says he didn't know about the Plan until about a year ago. He thinks it's a great idea to have everyone on the same page. He asked if the Plan was approved by the Board.

Linda answered that yes it was approved by the Board, but it is not a legal document for the state or federal government. Her monthly reports to the Board are based on her goals of the Plan. The LCAP encompasses more than the Plan except the Strategy 3.

Trustee Drehmel asks how effective would it be to review the Plan with everyone who was involved initially. The staff expects the Plan to stay in place.

Karen asks the Board if all of these things are still relevant? She would like to see a representative group of who worked on the Plan for each Strategy group instead of bringing everyone back for review and possible revisions. Also adding some new people could bring new ideas and engage the next generation at the schools. She says now she is getting an idea of what the Board is looking for and she will facilitate the Plan meetings with the different groups. She's now looking for a timeline from the Board. She suggests considering the month of October to review and meet and be done by the end of the month. The Board agrees with that and Karen says she will meet with Linda in September to get a clear plan together.

4.3 Board Self Evaluation: Linda Irving explained to the Board the sheet of Operating Principles she presented to them that she has used over the years. Linda and Board went through the sheet line by line discussing each item as it pertained to our District and made changes as necessary. She asked all Board members to review the draft Governance Handbook she presented to them and come back with questions and notes.

4.4 The Board discussed a more efficient, using less paper way to distribute board packets for meetings. Robin shared with the Board the webinar from earlier this week to learn about Agenda Online. This is a service provided by CSBA to create a fairly paperless process of distributing the monthly Board agendas and packets. The Board reviewed the written information given to them and asked a few more questions that Robin answered.

Trustee Leon was concerned about not having a personal laptop or tablet device to access the website needed to use this service.

Linda shared that if this is the direction we plan to go, each Board member would receive a device for packet review and use at the meetings. Most likely a tablet. She also mentioned that SSDA is working on a service similar to Agenda Online and we may want to wait to see what they have to offer and compare the prices at that time.

5.0 Action Items

5.1 Approve process of appointing Interim Board Member effective July 2015
At the advice of legal counsel, Loren Soukup, action was not needed on this item and was not taken.

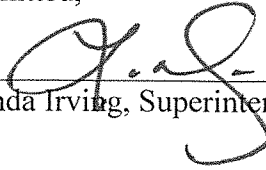
6.0 Planning

6.1 Next Regular Meeting on May 13, 2015

7.0 Adjournment

The meeting was adjourned at 8:05 p.m.

Respectfully submitted,



Linda Irving, Superintendent



Debra Ramirez, President



Mac Thompson, Clerk