

**WOODSIDE ELEMENTARY SCHOOL DISTRICT
REGULAR MEETING OF THE GOVERNING BOARD
~ MINUTES ~**

2:00 p.m.

October 11, 2016

Wildcats Rm. 39

Trustees: Silvia Edwards, Kevin Johnson, Claire Pollioni, Wendy Warren Roth, and Marc Tarpenning
Administration: Dr. Beth Polito, Superintendent, Terese McNamee, CBO, Katherine Peterson, Director of Student Services, Steve Frank, Middle School Principal, and Pam Duarte, TK-5 Principal
Staff & Guests: Michelle Ahlstrom, Melissa Bowdoin, Fiona Brooks, Harlin Hansen, Jenny Hayden, Dave de Heer, Max Mader, Brian Myrtetus, Cate Pittman, Chris Shaw, Pauline Souza, Jennifer Wall, Mike Wassermann, and Jennifer Zweig

I. CALL TO ORDER AND ROLL CALL

The meeting was called to order at 2:00 p.m. by Wendy Warren Roth. Trustees Silvia Edwards, Kevin Johnson, Claire Pollioni, and Marc Tarpenning were present at roll call.

II. CONVENE TO CLOSED SESSION

The Trustees, Dr. Beth Polito, and Terese McNamee adjourned to closed session at 2:00 p.m. to discuss the following items:

- A. Conference with Labor Negotiators: Superintendent Dr. Beth Polito and Chief Business Official Terese McNamee – Gov. Code 54954.5
- B. Personnel

III. RECONVENE TO OPEN SESSION

The Governing Board reconvened to open session at 3:30 p.m.

IV. REPORT OUT OF CLOSED SESSION

Board President Wendy Warren Roth reported that no action was taken in closed session.

V. FLAG SALUTE

VI. AMENDMENTS TO AGENDA

There were no amendments to the agenda.

VII. OPEN FORUM

There were no comments at open forum.

VIII. SPOTLIGHT

Kristina Valentine, Middle School ELA and Social Studies teacher, and students Fiona Brooks, Max Mader, and Cate Pittman presented highlights of sixth grade student writing within the Writers Workshop narrative unit.

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IX. COMMUNICATIONS

Superintendent Dr. Beth Polito Comment

There were no comments from the Superintendent.

Governing Board Comment

Trustee Claire Pollioni thanked dedicated parents and staff for a successful Garden Festival and Riveropolis program.

Comment from Employee Groups

There were no comments from employee groups.

Woodside School Student Council Comment

A Student Council report is later on the agenda.

Woodside School Foundation Comment

There was no comment from the Foundation.

Woodside School PTA Comment

There was no comment from the PTA.

X. CONSENT AGENDA

On a motion by Kevin Johnson, seconded by Marc Tarpenning, the following consent agenda items were approved by a 5-0 vote:

A. Minutes from the Meeting of September 13, 2016

B. August and September 2016 Warrants and Payroll

C. August and September 2016 Financial Statements

D. Williams Quarterly Report

E. Revised Resolution #2017-02: Gann Limit

XI. DISCUSSION/ACTION ITEMS

A. Student Council Sales Discussion

Student Council Co-Presidents Addie Ahlstrom and Katie Meade presented a proposal to sell soft serve ice cream after school one day a week as a Student Council fundraiser. The students shared a cost analysis showing potential annual profits. Student Council is hoping to raise funds to purchase a soft serve machine this year.

B. Parcel Tax Renewal Update

Parcel Tax Committee members Dr. Beth Polito and Jennifer Zweig reported on a recent committee meeting. The Trustees accepted a recommendation from the committee to hold a special all mail-in election on Tuesday, April 4, 2017. Any election in 2017 would be considered a special election. The length and amount of the parcel tax will be included in a resolution to be passed by the Governing Board at the December 6th meeting.

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C. Collective Bargaining Interests: Sunshine Intent to Bargain 2016-2017

The Governing Board accepted collective bargaining interests of the District and the Woodside Teachers Association regarding compensation, benefits, and contract language.

D. 2015-2016 Board Policy Updates

On a motion by Wendy Warren Roth, seconded by Silvia Edwards, the 2015-16 Board policy updates for April, May, and May Minor Revisions, were approved by a 5-0 vote. AR 4217.11 Preretirement Part-Time Employment was eliminated.

D. Instructional Technology Report

Superintendent Dr. Beth Polito and Technology Lead Teacher Harlin Hansen presented the Board with an update regarding the instructional technology proposal approved by the Board last spring. The administration and Trustees reviewed a timeline and goals for the technology program for the 2016-17 school year.

Projects for this year include:

- Chromebooks for each student to use in grades 2-8 after being piloted by Student Council members this fall
- Infrastructure projects beginning winter break
- iPad cart in P.E. has been rolled out and one will be purchased for Art
- Macbook Pro cart will be available soon

Dr. Polito and Mr. Hansen thanked the Woodside School Foundation for their support in the implementation of the technology program.

F. Debt Schedule Report

Terese McNamee, Chief Business Official, presented the District's debt schedule report showing the current short and long term debt obligations by fiscal year. The District has two outstanding financing agreements: modernization of the facilities and the STRS +2 retirement incentive.

Debt payments for the current fiscal year total \$252,110.37.

G. CAASPP 2016 Data Discussion

Dr. Beth Polito, Superintendent, reported on the Smarter Balanced Assessment System and CAASPP (California Assessment of Student Performance and Progress). CAASPP are end of year summative assessments of grade level learning. They are Common Core State Standards aligned content assessments in English Language Arts and Math for grades 3-8. The State Standards Science assessments are in grades 5 and 8. Student performance is reported in an overall score and achievement level.

Dr. Polito reviewed the next steps in a 2016-17 assessment plan, including preparation for spring 2017 CASSPP, admin and teacher training in the use of Inform Student Performance Data, and local formative and summative assessments (MARS, DRA, and writing

assessments).

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H. Developer Fee Annual Report

Chief Business Official Terese McNamee presented the Developer Fee Financial Report for the 2015-2016 school year. The report includes the collection of revenue and expenditure of funds that are received from property owners as a result of new construction and/or expansion of existing dwellings.

The ending fund balance of \$13,395.26 as of June 30, 2016 can be used for facility projects and pre-construction expenses.

I. Facilities Master Plan Update

Owner Representative Mike Wassermann and WRNS Architect Pauline Souza discussed four outstanding items related to the Sellman Pavilion with the administration and Trustees.

- a. Adding Air Conditioning to Sellman: Mike Wassermann will work with WRNS and XL Construction to develop a cost estimate for Board review.
- b. Lighting Inverters: WRNS and XL have determined that two additional inverters are needed. The work will be performed at no cost to the District.
- c. Access Ladder to Upper Roof: The Board discussed the pros and cons of having a permanent ladder for Sellman roof access.
- d. AV System: The Board approved relocating the microphones and motorized reels onto the stage for approximately \$2,000.

Action was taken on the following:

On a motion by Wendy Warren Roth, seconded by Claire Pollioni, the XL Construction Notice of Completion was approved by a 5-0 vote.

On a motion by Wendy Warren Roth, seconded by Claire Pollioni, the S&H Construction Notice of Completion was approved by a 5-0 vote.

On a motion by Marc Tarpenning, seconded by Wendy Warren Roth, the S&H Construction Final Change Order #2 was approved by a 5-0 vote.

Cost estimates for the middle school roofing project were also discussed. No decisions were made by the Board on any future projects pending clarification of design and contract issues at the November 9th Board meeting.

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XII. BOARD MEMBER REPORTS

There were no Board member reports.

XIII. COMMUNICATIONS DISCUSSION

Dr. Beth Polito and the Trustees discussed ways to communicate the parcel tax renewal to parents and the community. A parcel tax FAQ sheet is being shared at grade level parent socials, and the information will be presented at PTA and Foundation meetings.

XIV. CORRESPONDENCE

The Trustees accepted a letter from the San Mateo County Office of Education approving the District's 2016-2017 Adopted Budget.

XV. BOARD GOVERNANCE CALENDAR

The November Board meeting was moved to Wednesday, November 9th.

XVI. ADJOURNMENT

The meeting was adjourned at 6:00 p.m.

Respectfully submitted,

Claire Pollioni