

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

2:30 p.m.

October 9, 2018

Wildcats Rm. 39

Trustees: Silvia Edwards, Kevin Johnson, Claire Pollioni, Marc Tarpenning, and Jennifer Zweig

Administration: Dr. Beth Polito, Superintendent, Steve Frank, Middle School Principal, Lauren Petrea, Elementary School Principal and Monique Hunt, Business Services Director

Staff & Guests: Peter Bailey, Joel Butler, Ned Fluets, Jenny Hayden, Hui Liu, Jennifer Mull, Frank Rosenblum, Miranda Sissons and Jennifer Wall

I. CALL TO ORDER AND ROLL CALL

The meeting was called to order at 2:30 p.m. by Claire Pollioni. Trustees Silvia Edwards, Kevin Johnson, Marc Tarpenning and Jennifer Zweig were present at roll call.

II. CONVENE TO CLOSED SESSION

The Trustees and Dr. Beth Polito adjourned to closed session at 2:30 p.m. to discuss the following item:

A. 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 Claire Pollioni 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

Attorney Ned Fluets, and Civil Engineer Frank Rosenblum, introduced themselves to the Trustees, administration, staff, and parents. Both Woodside Town residents are candidates for an open District 7 Town Council member seat in the November 6th election.

VIII. SPOTLIGHT

Mandarin teacher Hui Liu presented student work that highlights integrating online educational tools in the classroom. The three applications included were Padlet, Edpuzzle, and Book Creator.

IX. COMMUNICATIONS

A. Superintendent Dr. Beth Polito Comment

There was no comment from Dr. Polito.

B. Governing Board Comment

There was no comment from the Governing Board.

C. Comment from Employee Groups

There were no comments from WTA.

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D. Woodside School Student Council.

Middle School Principal Steve Frank gave an update on Student Council activities.

E. Woodside School Foundation Comment

There were no comments from Foundation members.

F. Woodside School PTA Comment

There were no comments from the PTA.

X. CONSENT AGENDA

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

- A.** September 13, 2018 Meeting Minutes
- B.** September 2018 Warrants and Payroll
- C.** September 2018 Financial Statements
- D.** Williams Quarterly Report

XI. DISCUSSION – ACTION ITEMS

A. Governing Board and Superintendent Chats with the Community and Staff

Superintendent Dr. Beth Polito and the Trustees discussed topics, timeline and communication efforts around chats to be held during the 2018-19 school year. The following ideas were discussed:

- Two parent chats; one in fall and one in spring. A school calendar chat could be held on December 5th following the general PTA meeting.
Two Board forums with Board members and teachers: Nov. 14th and April 10th from 2:45-4:00 p.m. Topics may include parent conference structure, Board vision and goals, budget planning, and priorities of the Special Education program.
- A community chat regarding the design program with Beth and consultant Molly Zielezinski in November or December
- A joint annual Governing Board/Town of Woodside meeting in spring

B. Balanced Literacy

Elementary School Principal reported on the components of balanced literacy. The Literacy Committee has been discussing the needs of staff and language arts curriculum, and reviewing materials for adoption for grades TK-2.

The Literacy Committee will make a recommendation to the Governing Board in April regarding balanced literacy materials, staffing, and professional development.

C. Personal Finance Discussion

Superintendent Dr. Beth Polito reported on a joint WTA and Administration effort to provide staff with a series of personal finance workshops. Dr. Polito and teachers James Haddon and Brian Myrtetus created a survey that was sent to all staff.

Finance discussion items important to staff include: pensions, housing options, best practices in choosing a financial advisor, and tax preparation and management. Meetings will be scheduled to cover these topics.

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D. Collective Bargaining Interests: Sunshine Intent to Bargain 2018-19 and 2019-20

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

E. Governing Board Goals Discussion

The Trustees and Dr. Beth Polito discussed goal setting and reviewed current Board bylaws in the following policy areas: Board member orientation and training, selection of Board officers, and agenda planning. Board Bylaws 9100 and 9322 were the focus of the discussion. Superintendent Dr. Beth Polito will make suggested draft revisions to these bylaws for review at the November 15th Board meeting.

F. Debt Schedule Report

Director of Business Services Monique Hunt presented the District's debt schedule report showing the current short and long term debt obligations by fiscal year. The District has one outstanding financing agreement for the modernization of facilities. The current 21 year \$2,600,000 financing will be completed in 11 years. Annual principal and interest payments are \$160,284.

G. Developer Fee Annual Report

Director of Business Services Monique Hunt presented the Developer Fee Financial Report for the 2017-2018 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 \$169,886.95 as of June 30, 2018 can be used for facility projects and other improvements to the campus.

On a motion by Silvia Edwards, seconded by Kevin Johnson, the Developer Fee Annual Report was approved by a 5-0 vote.

XII. BOARD MEMBER REPORTS

A. Budget Committee liaison – *Silvia Edwards*

There was no Budget Committee report.

B. DELAC Committee liaison – *Kevin Johnson*

There was no DELAC Committee report.

C. Foundation liaison – *Claire Pollioni*

There was no Foundation report.

D. JCOP liaison – *Claire Pollioni*

At the recent JCOP meeting representatives discussed communications, outreach, and fall socials.

E. Outreach liaison – *Kevin Johnson*

There was no Outreach report.

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F. PTA liaison – *Claire Pollioni*

There was no PTA report.

G. School Site Council liaison – *Marc Tarpenning and Jennifer Zweig*

Jennifer Zweig reported on Site Council discussions, including Site Council goals and survey development.

XIII. COMMUNICATIONS DISCUSSION

October 9th Board meeting highlights to communicate include:

- Mandarin Program Spotlight
- Governing Board and Superintendent Chats
- Personal Finance
- Collective Bargaining Interests

XIV. BOARD GOVERNANCE CALENDAR

Add to November 15th agenda:

- Review Board Bylaws 9100 and 9322

XV. ADJOURNMENT

The meeting was adjourned at 5:20 p.m.

Respectfully submitted,

Jennifer Zweig