

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

2:00 p.m.

January 15, 2019

Wildcats Rm. 39

Trustees: Peter Bailey, Silvia Edwards, Jenny Hayden, Kevin Johnson, 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: Sheldon Chavan, Nancy Coleman, Chandler Evans, Joel Hornstein, Jennifer Mull, Claire Pollioni, Eva Schreier, and Mike Wassermann

I. CALL TO ORDER AND ROLL CALL

The meeting was called to order at 2:00 p.m. by Silvia Edwards. Trustees Peter Bailey, Jenny Hayden, Kevin Johnson, and Jennifer Zweig were present at roll call.

II. CONVENE TO CLOSED SESSION

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

A. Personnel

B. Conference with Labor Negotiators: Superintendent Dr. Beth Polito and Business Services Director Monique Hunt.

C. Conference with Legal Counsel-Anticipated Litigation: Significant exposure to litigation pursuant to paragraph (2) of Subdivision (d) of Section 54956.9 of the California Government Code (one case)

III. RECONVENE TO OPEN SESSION

The Governing Board reconvened to open session at 3:35 p.m.

IV. REPORT OUT OF CLOSED SESSION

Board President Silvia Edwards reported that no action was taken in closed session.

V. FLAG SALUTE

VI. AMENDMENTS TO AGENDA

Item XI.e. 2017-2018 School Year Audit was moved to follow XI.a. Differentiation Report.

VII. OPEN FORUM

There were no comments at open forum.

VIII. SPOTLIGHT

The Trustees, administration, and guests observed a ZSpace presentation by science teacher Jennifer Parker and students in the ZSpace classroom lab.

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

2:00 p.m.

January 15, 2019

Wildcats Rm. 39

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 Trustees.

C. Comment from Employee Groups

There was no comment from WTA membership.

D. Woodside School Student Council.

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

E. Woodside School Foundation Comment

There was no comment from the Foundation.

F. Woodside School PTA Comment

There was no comment from PTA.

XI. CONSENT AGENDA

On a motion by Jennifer Zweig, seconded by Peter Bailey, the following consent agenda items were approved by a 5-0 vote.

A. December 4, 2018 Meeting Minutes

B. November and December 2018 Warrants and Payroll

C. November and December 2018 Financial Statements

D. Williams Quarterly Report

E. Resolution #2019-07: Authorized Signatures

XI. DISCUSSION – ACTION ITEMS

A. Differentiation Report

Principals Lauren Petrea and Steve Frank, and consultant Nancy Coleman, reported on differentiation in the classroom in grades TK-5 and 6-8. Differentiated instruction is a method of designing and delivering instruction to best reach our diverse learners and to meet the needs of all students. Teachers continually assess students through formative and summative assessments to identify strengths and areas of need.

Ms. Petrea and Ms. Coleman provided examples of differentiation in grades TK-5 in math, reading, writing, spelling/vocab, social studies, science, music, and physical education.

Mr. Frank reported on differentiation in grades 6-8 in all subject areas. Math classes are ability grouped, and students work independently on an online math program to supplement the Common Core State Standards.

Superintendent Dr. Beth Polito and administrators are looking at ways to better communicate to parents and students the purpose of math groupings and the opportunities for movement as students progress.

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

2:00 p.m.

January 15, 2019

Wildcats Rm. 39

B. 2019-2020 School Calendar

Dr. Beth Polito, Superintendent, Jenn Mull, WTA Co-President, and the Trustees reviewed draft calendars for the 2019-2020 school year. Minor edits to the calendar were made that were approved by all. The final version will be reviewed at the January 18th Board retreat and distributed to staff and parents.

C. Strategic Planning Update

Superintendent Dr. Beth Polito provided an update on the framework for implementation and annual priorities of the five Strategic Plan Goals. The five goals are: 1) focus on 21st century skills, 2) invest in excellence, 3) communicate the Woodside School advantage, 4) connect with the community, and 5) distinguish the middle school. The following items were reported on and are in progress for 2018-2019:

Goal 1: Balanced literacy, academic intervention, ELD team expanded to include special education, design thinking, instructional tech task force meetings, SEL evaluation rubric draft

Goal 2: personal finance workshops, increased staff communication on process and procedures, collegiality team work, negotiations, and special education program delivery review

Goal 3: Middle school staff work on block schedule, Twitter discussions, design and Board chats

Goal 4: Alumni efforts in collaboration with PTA and WSF, outreach efforts

Goal 5: Middle school reading units of student proposal, mentor program, academic intervention data collection and progress monitoring

D. 2018-2019 Board Policy Updates

On a motion by Kevin Johnson, seconded by Silvia Edwards, the July 2018 Board policy updates were approved by a 5-0 vote. This was the third reading of the proposed policies.

E. 2017-2018 School Year Audit Presentation

Sheldon Chavan, of the audit firm Chavan & Associates, LLP, presented the FY2018 School Year Audit for 2017-18. Mr. Chavan explained the changes to the District's financial statement due to STRS and PERS pension liabilities.

On a motion by Jenny Hayden, seconded by Jennifer Zweig, the 2017-2018 school year audit was approved by a 5-0 vote.

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

2:00 p.m.

January 15, 2019

Wildcats Rm. 39

F. Campus Safety

The Trustees, administration and Mike Wassermann, Owner Representative, discussed campus safety and security efforts both in the past and considerations for the future. Mr. Wassermann presented plans and security projects that were identified and prioritized in 2015 by the Facilities Committee, and reported on which items have been accomplished.

The Trustees will continue discussions at future Board meetings, and campus safety will be on the joint Town/School meeting agenda on April 4th. Dr. Polito will include questions on safety in the spring parent survey.

G. Middle School Roof Project Update

The Trustees, administration and Mike Wassermann reviewed the middle school roof repair project and proposed agreement with Murakami/Nelson for project services. DSA approval is expected in time for the work to occur in summer 2019.

The Trustees will continue the discussion and consider approval of the agreement at the Friday, January 18th Governing Board retreat.

H. Prop 39 Energy Saving Projects

Mike Wassermann, Owner Representative, reported on the completion of the installation of new Pelican thermostats on campus, and upcoming work on the lighting controls and lighting retrofit in the library.

XIII. 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 – *Silvia Edwards*

There was no Foundation report.

D. JCOP liaison – *Silvia Edwards*

At the recent JCOP meeting representatives discussed the Atlas program, communications and the annual fund.

E. Outreach liaison – *Kevin Johnson*

There was no Outreach report.

F. PTA liaison – *Jennifer Zweig*

There was no PTA report.

G. School Site Council liaison – *Jennifer Zweig*

Trustee Jennifer Zweig reported that Site Council members worked on a draft of the parent survey at a recent meeting.

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

2:00 p.m.

January 15, 2019

Wildcats Rm. 39

XIII. COMMUNICATIONS DISCUSSION

January 15th Board meeting highlights to communicate include:

- ZSpace spotlight
- Differentiation report
- 2019-2020 calendar
- 2017-18 audit report
- Campus safety
- Middle school roof repairs

XIV. BOARD GOVERNANCE CALENDAR

Update to the governance calendar:

- SEL Report moved to April

XV. ADJOURNMENT

The meeting was adjourned at 6:30 p.m.

Respectfully submitted,

Jenny Hayden