

**WOODSIDE ELEMENTARY SCHOOL DISTRICT  
REGULAR MEETING OF THE GOVERNING BOARD  
~ MINUTES AGENDA #2~**

**2:30 p.m.**

**September 12, 2011**

**Wildcats Rm. 39**

**Trustees:** Ellen Ablow, Ginger Bamford, Wendy Crandall, Bettina Pike and Marc Tarpenning

**Administration:** Dr. Beth Polito, Superintendent/Principal, Steve Frank, Assistant Principal, Dr. Katherine Peterson, Student Services Coordinator, and Robin Wasco, Chief Business Official

**Staff & Guests:** Isabella Calcagno, Natalie Calcagno, Ria Calcagno, Chris Canellos, Bridget Davis, Rudy Driscoll, Millo Fenzi, Elianne Frenkel-Popell, Tiffany Genasci, Sophie Gilbert, Taffy Handy, Laura Hovden, Kevin Johnson, Eucadio Martinez, Stacy Sempson, Cathy Stienstra, Bruce Thompson, and Oliver Weiss.

**I. CALL TO ORDER AND ROLL CALL**

The meeting was called to order at 2:30 p.m. by Bettina Pike. Superintendent/Principal Beth Polito, Chief Business Official Robin Wasco, Trustees Ellen Ablow, Ginger Bamford, Wendy Crandall, and Marc Tarpenning were present at roll call.

**II. CONVENE TO CLOSED SESSION**

The Trustees, Beth Polito, Superintendent/Principal, and Robin Wasco, Chief Business Official, adjourned to closed session at 2:31 p.m. to discuss the following items:

- A. Anticipated Litigation Pursuant to Government Code §54956.9
- B. Student Discipline Matter (Ed. Code §35146)
- C. Inter-district Attendance Transfer Request - Government Code §54555
- D. Superintendent's Evaluation

**III. RECONVENE TO OPEN SESSION**

The Governing Board reconvened to open session at 3:31 p.m.

**IV. REPORT OUT OF CLOSED SESSION**

Board President Pike reported that on the recommendation of Dr. Beth Polito one inter-district transfer request was approved in closed session for the 2011-12 school year.

**V. FLAG SALUTE**

**VI. AMENDMENTS TO AGENDA**

There were no amendments to the agenda.

**VII. OPEN FORUM**

There were no comments in open forum.

**VIII. RECOGNITION**

Superintendent/Principal Dr. Beth Polito recognized members of Student Council for their involvement in the social and emotional learning program.

## **IX. COMMUNICATIONS**

### **Superintendent/Principal Beth Polito Comment**

Dr. Beth Polito and Dr. Katherine Peterson will attend a kickoff meeting on bullying prevention along with representatives from all San Mateo County districts on September 16<sup>th</sup>. The administration will provide updates at future meetings. Dr. Polito thanked and congratulated the PTA on a wonderful Back to School BBQ on September 9<sup>th</sup> and reminded all of Back to School Night on Thursday, September 15<sup>th</sup>, a 12:30 school dismissal day.

### **Governing Board Comment**

There was no comment from Trustees.

### **Comment from Employee Groups**

There was no comment from employee groups.

### **Woodside School Student Council Comment**

Student Council representative Sophie Gilbert gave an update on Student Council activities and current Student Council officers. Fundraising for the 2011-12 school year will support field trip scholarship requests.

### **Woodside School Foundation Comment**

There was no WSF comment.

### **Woodside School PTA Comment**

There was no PTA comment.

## **X. CONSENT AGENDA**

On a motion by Wendy Crandall, seconded by Bettina Pike, the following consent agenda items were approved by a 5-0 vote.

- A. Minutes from the meeting of August 23, 2011
- B. August 2011 Warrants and Payroll
- C. August 2011 Financial Statement
- D. Resolution 2-2012 – Gann Limit
- E. Developer Fee – Annual Report

## **XI. DISCUSSION/ACTION ITEMS**

### **A. Report on API, STAR, and CogAT Test Results**

Dr. Polito presented an analysis slideshow and discussed 2011 test results with the Trustees and audience. The report reviewed English language arts, math, science, history-social science, and writing for grades 2-8 and included three year cumulative assessments. Woodside School's 2011 API score was 968. In comparison, neighboring districts scored the following: Portola Valley (941), Las Lomas (965), Saratoga (968), Los Altos (969) and Hillsborough (969). Overall improvement was shown especially in test scores for socioeconomically disadvantaged, English learners, and students with disabilities.

### **B. Review 2011-12 Board Committee Assignments**

Dr Polito and the Trustees reviewed the Board liaison positions on committees for the 2011-12 school year. Trustees are assigned to the following:

Budget Committee: Ellen Ablow and Wendy Crandall

Facilities Committee: Ellen Ablow and Bettina Pike

Foundation liaison: Wendy Crandall

GATE Committee: Marc Tarpenning

JCOP liaisons: Wendy Crandall and Bettina Pike  
PTA liaison: Ginger Bamford  
Safety Committee: Ginger Bamford  
School Site Council: Marc Tarpenning  
WSD/WTA Negotiations: Ginger Bamford and Marc Tarpenning

**C. 2011-12 Proposed Schedule of Committee Meetings**

Dr. Polito and the Trustees reviewed the committee meeting schedules for the school year compared with the Board committee assignments. The first three Budget Committee meetings will be rescheduled and the Facilities Committee meetings will be added to the list. When the Facilities Committee meets for the first time on September 20<sup>th</sup> future meeting dates will be scheduled.

**D. Governing Board Workshop Plans**

Dr. Beth Polito presented three Board workshop proposals that focus on defining Trustee roles and responsibilities. The cost of each is approximately \$2,000.00. The Administration and Trustees selected the CSBA proposal and Dr. Polito will try to schedule the workshop for the morning of October 25<sup>th</sup>.

**E. Policy Update Discussion**

Dr. Polito reviewed CSBA's policy audit program and services offered to maintain updated Board policies. A CSBA representative will give a presentation of policy services at the October 11<sup>th</sup> Board meeting. Dr. Polito and Trustee Bamford will attend an upcoming CSBA policy workshop and consider GAMUT online policy services for the school year.

**F. Facilities Master Plan Update**

Dr. Bruce Thompson presented an update on the scope, timeline and progress to date on the development of a facilities master plan. A Facilities Master Plan Committee has been established, including Dr. Thompson, Dr. Polito, Steve Frank, Robin Wasco, Eucadio Martinez, Lee Appelbaum, and Frank York. Community involvement will occur through community forums, Board meetings and School Site Council facilities updates. Dr. Thompson reviewed the master planning work to be completed by BFGC-IBI Group, Architects, during the months of September through November 2011. A draft master plan and needs assessment will be presented to the administration and Trustees by the end of 2011.

**G. Strategic Planning Timeline**

The Administration and Trustees agreed to postpone development of the Strategic Plan until the new Board of Trustees is in place in early 2012. Dr. Polito will obtain several proposals from strategic planning consultants to present at the November 8<sup>th</sup> Board meeting.

**H. Unaudited Actuals Financial Report: 2010-11 School Year**

On a motion by Bettina Pike, seconded by Ginger Bamford, the Trustees approved the 2010-11 Unaudited Actuals by a 5-0 vote. Chief Business Official Robin Wasco reviewed revenue and expenditures for the year. Revenue was \$96,022 less than budgeted, and expenditures were \$167,364 less than budgeted. The ending fund balance for 2010-11 is \$956,130 or 12% and the ending fund balance for the 2011-12 school year is projected to be \$830,510 or 11%. Details can be found in the September 12<sup>th</sup> Board packet at [www.woodside.k12.ca.us](http://www.woodside.k12.ca.us).

**XII. BOARD GOVERNANCE CALENDAR**

The Administration and Trustees reviewed the Board governance calendar for the 2011-12 school year. The scheduled October 25<sup>th</sup> 8:30 a.m. Board study session time might be used for a Board workshop with a CSBA presenter. A debt schedule report was added to the October 11<sup>th</sup> Board meeting and the SEL program update was moved to the November 8<sup>th</sup> Board meeting. A facilities plan update will be a monthly agenda item. The governance calendar appears on every agenda and provides an overview of the discussion and action items for the entire school year. The calendar is modified and updated to reflect additional items which the Governing Board wishes to review.

**XIII. CONVENE TO CLOSED SESSION**

The Trustees adjourned to closed session at 5:00 p.m. to discuss the following item:

A. Superintendent's Evaluation

**XIV. RECONVENE TO OPEN SESSION**

The Governing Board reconvened to open session at 5:50 p.m.

**XV. REPORT OUT OF CLOSED SESSION**

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

**XVI. ADJOURNMENT**

The meeting was adjourned at 5:50 p.m.

Respectfully submitted,

Marc Tarpenning