

MEETING MINUTES

Santa Rosa City Schools Board Meeting of May 10, 2023, starting at 6:00 pm, is in a hybrid format. The public can attend and comment in person by presenting a blue card to the Executive Assistant at the Santa Rosa City Hall Council Chambers (100 Santa Rosa Ave, Santa Rosa, CA 95404) or attend and comment in a virtual format via Zoom by using the virtual hand raising feature. For more information on virtual attendance (including how to watch, give public comment and listen in Spanish) please click [HERE](#).

La reunión de la mesa directiva del distrito escolar *Santa Rosa City Schools* del 10 de mayo de 2023 a partir de las 6 :00 pm, se llevará a cabo en formato híbrido. El público puede asistir y comentar en persona presentando una tarjeta azul a la Asistente Ejecutiva en las Cámaras del Ayuntamiento de Santa Rosa (100 Santa Rosa Ave, Santa Rosa, CA 95404) o asistir y comentar en un formato virtual a través de la aplicación Zoom ,usando la función para levantar la mano virtual. Para obtener más información sobre la asistencia virtual (incluido cómo mirar, dar comentarios públicos y escuchar en español), haga clic [AQUÍ](#).

Individual speakers shall be allowed up to three minutes to address the Board on each agenda or non agenda item. The Board may limit the total time for public input on each item to 20 minutes. With Board consent, the presiding officer may increase or decrease the time allowed for public presentation, depending on the topic and the number of persons wishing to be heard. The presiding officer may take a poll of speakers for or against a particular issue and may ask that additional persons speak only if they have something new to add (BP 9323).

Se les permitirán a los oradores hablar de manera individual por tres minutos ante la mesa directiva sobre cada tema incluido o no en la agenda. La mesa directiva puede limitar el tiempo total para la participación del público a 20 minutos por cada tema. Con el consentimiento de la mesa directiva, la presidenta puede incrementar o disminuir el tiempo asignado para los comentarios del público, dependiendo del tema y la cantidad de personas que deseen ser escuchadas. La presidenta puede llevar a cabo una encuesta para determinar cuántos oradores están a favor o en contra de un tema en particular, y puede pedir que otras personas hablen solo si tienen algo nuevo que agregar (BP 9323).

For questions or comments, please contact the Superintendent's Office at (707) 890-3800 ext. 80201 or mmartin@srcs.k12.ca.us.

To view future board meeting dates, click [HERE](#).

To view agendas and minutes from July 2016 - August 12, 2020, click [HERE](#).

To view agendas and minutes prior to July 27, 2016, please contact the Superintendent's Office at (707) 890-3800 ext. 80201, mmartin@srcs.k12.ca.us.

To view recordings of past board meetings, click [HERE](#).

MISSION: SRCS ensures equitable access to a transformative educational experience grounded in the assets of our students, staff, and community. We nurture the whole student in an engaging, challenging, and safe environment. We recognize and value each student's individuality and our community's cultural wealth.

VISION: SRCS will send students into the world empowered to find purpose, think critically, embrace diversity, work together, and adapt to our changing planet, and live healthy and fulfilling lives.

Attendees

Voting Members

Alegria De La Cruz, Board of Education Director

Ever Flores, Board of Education Clerk

Stephanie Manieri, Board of Education President

Omar Medina, Board of Education Vice President

Ed Sheffield, Board of Education Director

Roxanne McNally, Board of Education Director

Jeremy De La Torre, Board of Education Director

A. CALL TO ORDER (4:00 p.m.)

The meeting was called to order at 4:10 p.m.

Director Medina attended the meeting remotely, the location was posted on the agenda.

Director McNally attended the meeting remotely due to just cause.

1. Public Comment on Closed Session Agenda

There was no public comment on the closed session agenda.

B. RECESS TO CLOSED SESSION

1. Public Employee Performance Evaluation (Title of employee being reviewed: Superintendent, Associate Superintendent, Assistant Superintendent, Principals, Vice Principals, Assistant Principals, Directors, Coordinators) [Gov. Code § 54957]

2. Public Employee Discipline/Dismissal/Release [Gov. Code § 54957]

3. **Conference With Labor Negotiator (Name of designated rep attending: Michael Shepherd (SRCS); name of organization: SRTA/CSEA [Gov. Code § 54957.6])**
4. **Conference With Legal Counsel - Anticipated Litigation (Number of potential cases: 3) [Gov. Code § 54956.9]**
5. **Student Readmissions (Case Nos: 22/23-08, 21/22-16) [Ed. Code § 48916]**
6. **Student Expulsions (Case Nos: 22/23-10, 22/23-40) [Ed. Code § 48918]**

C. RECONVENE TO OPEN SESSION (6:00 p.m.)

The open session meeting reconvened at 6:09 p.m.

Director Bui was in attendance.

1. Pledge of Allegiance

President Manieri led the Pledge of Allegiance.

2. Territorial Land Acknowledgment

Eric Lofchie led the Territorial Land Acknowledgement.

The following individual addressed the Board during public comment:

- Duane De Witt

3. Report of Actions Taken in Closed Session

During the closed session meeting, the Board readmitted case numbers 22/23-08 and 21/22-16 after students successfully completed the terms of their rehabilitation.

During the closed session, the Board voted 6-0 to give direction to the Superintendent not to renew the contract for one Administrator for the 2023/24 school year.

During the closed session, the Board voted 5- 1 (no members absent) to authorize the District Superintendent, or her designee, to adopt the following Resolution Numbers 2022/23-69, 2022/23-70, 2022/23-71, 2022/23-72, 2022/23-73, to notify five (5) administrators, 5.0 FTE, of their final reassignment positions for the 2023-2024 school year pursuant to Education Code section 44951.

4. Items Considered In Closed Session for Action In Open Session

Motion Passed: Case No. 22/23-10

Motion made by: Ever Flores

Motion seconded by: Ed Sheffield

Voting:

Ever Flores - Yes

Ed Sheffield - Yes

Roxanne McNally - Yes
Omar Medina - Yes
Alegria De La Cruz - Yes
Stephanie Manieri - Yes

Motion Passed: Case No. 22/23-40

Motion made by: Ever Flores

Motion seconded by: Ed Sheffield

Voting:

Ever Flores - Yes
Roxanne McNally - Yes
Ed Sheffield - Yes
Omar Medina - Yes
Alegria De La Cruz - Yes
Stephanie Manieri - Yes

5. Statements of Abstention

There was no statements of abstention.

6. Adjustments to Agenda

Superintendent Trunnell pulled item F.5, Approval of Contracts.

7. Special Presentations for Student of the Month and Certificated/Classified Employees of the Month (Steele Lane Elementary School and Ridgway High School)

The following individuals were acknowledged during the Special Presentation for Student of the Month and Certificated/Classified Employee of the Month:

Steele Lane Elementary School

- Linda Vasquez Udave, Student of the Month
- Reggie Misa, Classified Employee of the Month
- Matt Mensch, Certificated Employee of the Month

Ridgway High School

- Gladys Vasquez Jimenez, Student of the Month
- Lucero Garcia Martinez, Classified Employee of the Month
- Kathy Vyenielo, Certificated Employee of the Month

8. School Site Parent Organization Updates (Steele Lane Elementary School and Ridgway High School)

There were no school site parent organization updates from Steele Lane Elementary School and Ridgway High School.

9. Public Comment On Non Agenda Items

The following individuals addressed the Board during public comment:

- Duane De Witt - tracking students
- Karely Barragan - girls athletics
- Mia Clem - girls athletics
- Samantha Clem - site safety
- Kevin Costello - classroom safety, softball scoreboard needs
- Rylan Peyton - girls athletics
- Eric Feith - parent representation
- Rosalinda Brady - school safety
- Jim Paine - school safety
- Charlie Rey - representation
- Scotty Santana - school safety
- Dominick - SRO's on campus
- Shelby Pryor - various topics
- Adina Flores - various topics
- Lisa Brown - candidates
- Jessica Shealy - various topics
- Karen Wagner - various topics
- Gerarld Stall - Board Member having children in District
- Sheila Walker - school safety
- Andrea Potrelo - school safety
- Lynnette Casey - SROs
- Jim Paine - girls athletics

D. REPORTS

1. California School Employee Association (CSEA) Santa Rosa 75 Report

President Lehman gave a California School Employee Association (CSEA) Santa Rosa 75 report.

2. Santa Rosa Teachers Association (SRTA) Report

President Howell gave a Santa Rosa Teachers Association (SRTA) report.

3. Superintendent Report

a. Safety Advisory Round Table (SART)

Superintendent Trunnell gave an update on the Safety Advisory Round Table (SART) and provided some recommendations from the committee. The draft copy of the SART Strategic Goals is added to the meeting minutes supporting documents.

4. Board President Report

Board President Manieri gave a report.

5. Board Member Reports

Director Sheffield gave a report.

6. CSBA Report

There was no CSBA report.

E. DISCUSSION / ACTION ITEMS

1. (Action) Resolution for Mental Health Awareness Month

Executive Director Steve Mizera, Oriana Reis and Melissa Salini presented the Resolution for Mental Health Awareness Month.

The duration of the Board's discussion lasted for 1 minute.

The following individuals addressed the Board during public comment:

- Duane De Witt

Motion Passed: Resolution for Mental Health Awareness Month

Director Bui preferential vote: Aye

Motion made by: Ed Sheffield

Motion seconded by: Ever Flores

Voting:

Alegria De La Cruz - Yes

Ever Flores - Yes

Stephanie Manieri - Yes

Omar Medina - Yes

Ed Sheffield - Yes

Roxanne McNally – Yes

2. (Action) Resolution Recognizing National School Nurse Day

Executive Director, Steve Mizera, presented the Resolution Recognizing National School Nurse Day to the Board.

The following individual addressed the Board during public comment:

- Margaret Buhn

Motion Passed: Resolution Recognizing National School Nurse Day

Director Bui preferential vote: Aye

Motion made by: Alegria De La Cruz

Motion seconded by: Ed Sheffield

Voting:

Alegria De La Cruz - Yes

Ever Flores - Yes

Stephanie Manieri - Yes

Omar Medina - Yes

Ed Sheffield - Yes

Roxanne McNally – Yes

3. (Action) Resolution Recognizing May as the Month of Better Hearing and Speech

Executive Director, Steve Mizera, presented the Resolution Recognizing May as the Month of Better Hearing and Speech to the Board.

The following individual addressed the Board during public comment:

- Margaret Buhn

Motion Passed: Resolution Recognizing May as the Month of Better Hearing and Speech

Director Bui preferential vote: Aye

Motion made by: Alegria De La Cruz

Motion seconded by: Ever Flores

Voting:

Alegria De La Cruz - Yes

Ever Flores - Yes

Stephanie Manieri - Yes

Omar Medina - Yes

Ed Sheffield - Yes

Roxanne McNally – Yes

4. (Action) Trustee Area 7 Candidate Interviews to Select a Board Member Due to Vacancy

President Manieri and Superintendent Trunnell led the Trustee Area 7 Candidate Interviews and provided instruction on the process of selecting a candidate. The two candidates for Trustee Area 7 were Jeremy De La Torre and Deanna Olivarez.

Mr. De La Torre and Ms. Olivarez was asked eight (8) interview questions by the Board.

The duration of the Board's discussion lasted 20 minutes.

A motion was made by Director Flores to extend the meeting to 11:00 pm. It was seconded by Director Medina. All were in favor, no opposition and no abstentions.

The following individuals addressed the Board during public comment:

- Joscelyn De La Torre
- Cameron De La Torre
- Jessica Shealy
- Charlie Rey
- Johnathan Shark
- Breann
- Adina Flores
- Sasha Rosa
- Gerald Stall
- Shelby Pryor
- Dr. Allard

- Margaret Buhn
- Andrea Prtorolo

Director Flores made a motion to select Jeremy De La Torre as the new Trustee for Area 7. Motion seconded by Director De La Cruz.

Motion Passed: Selection of Jeremy De La Torre for Board of Education
 Director for Trustee Area 7
 Director Bui preferential vote: No

Motion made by: Ever Flores

Motion seconded by: Alegria De La Cruz

Voting:

Alegria De La Cruz - Yes

Ever Flores - Yes

Stephanie Manieri - Yes

Omar Medina - Yes

Ed Sheffield - Yes

Roxanne McNally – Yes

5. (Discussion) Update on Facilities Master Plan

Associate Superintendent Lisa Cavin, Erik Oden, Director of Maintenance and Operations / Facilities, and Aaron Jobson of Quattrocchi Kwok Architects (QKA) presented the Update on the Facilities Master Plan (FMP) to the Board.

The duration of the Board's questions lasted 2 minutes.

The following individuals addressed the Board during public comment:

- Margaret Buhn
- Shelby Pryor
- Karen Wagner

Director Bui left the meeting at 10:28 pm.

6. (Action) Approval of Memorandum of Understanding reached with Santa Rosa City Schools and the California School Employee Association Region 75 Regarding 2023-2024 Classified Employee Calendar

Assistant Superintendent Mike Shepherd presented the Board with the Approval of Memorandum of Understanding reached with Santa Rosa City Schools and the California School Employee Association Region 75 Regarding 2023-2024 Classified Employee Calendar.

Motion Passed: Approval of Memorandum of Understanding reached with Santa Rosa City Schools and the California School Employee Association Region 75 Regarding 2023-2024 Classified Employee Calendar.

Director Bui preferential vote: Aye

Motion made by: Alegria De La Cruz

Motion seconded by: Omar Medina

Voting:

Alegria De La Cruz - Yes

Ever Flores - Yes

Stephanie Manieri - Yes

Omar Medina - Yes

Ed Sheffield - Yes

Roxanne McNally - Yes

Jeremy De La Torre - Yes

7. (Action) Declaration of Need for Fully Qualified Educators

Assistant Superintendent Mike Shepherd presented the Declaration of Need for Fully Qualified Educators to the Board.

The following individuals addressed the Board during public comment:

- Deanna Olivarez
- Shelby Pryor
- Margaret Buhn
- Anastacio Tovar

Motion made by: Alegria De La Cruz

Motion seconded by: Ed Sheffield

Voting:

Alegria De La Cruz - Yes

Ever Flores - Yes

Stephanie Manieri - Yes

Omar Medina - Yes

Ed Sheffield - Yes

Roxanne McNally - Yes

Jeremy De La Torre - Yes

8. (Action) Approval of First Read, and Potential Waive of Second Read, of Board Bylaw 9320

Superintendent Trunnell presented the Approval of First Read, and Potential Waive of Second Read, of Board Bylaw 9320 to the Board.

The following individual addressed the Board during public comment:

- Jessica Shealy

Motion Passed: Approval of First Read, and Potential Waive of Second Read, of Board Bylaw 9320

Motion made by: Alegria De La Cruz

Motion seconded by: Ed Sheffield

Voting:

Alegria De La Cruz - Yes

Ever Flores - Yes

Stephanie Manieri - Yes

Omar Medina - Yes
Ed Sheffield - Yes
Roxanne McNally - Yes
Jeremy De La Torre - Yes

9. (Action) Form a Board Subcommittee in Relationship with the City of Santa Rosa

President Manieri and Vice President Medina explained the agenda item: Form a Board Subcommittee in Relationship with the City of Santa Rosa.

Due to time constraints, President Manieri asked to postpone this item to the next regular Board meeting.

Motion Passed to Postpone: Form a Board Subcommittee in Relationship with the City of Santa Rosa.

Motion made by: Omar Medina

Motion seconded by: Ever Flores

Voting:

Alegria De La Cruz - Yes
Ever Flores - Yes
Stephanie Manieri - Yes
Omar Medina - Yes
Ed Sheffield - Yes
Roxanne McNally - Yes
Jeremy De La Torre - Yes

F. CONSENT ITEMS

Motion Passed: Items F.2 - F.4, F.6-F.9 and F.11

Motion made by: Omar Medina

Motion seconded by: Ever Flores

Voting:

Alegria De La Cruz - Yes
Ever Flores - Yes
Stephanie Manieri - Yes
Omar Medina - Yes
Ed Sheffield - Yes
Roxanne McNally - Yes
Jeremy De La Torre - Yes

- 1. Approval of Absent Board Members**
- 2. Approval of Personnel Transactions**
- 3. Approval of Vendor Warrants**
- 4. Approval of Donations and Gifts**
- 5. Approval of Contracts**

Superintendent Trunnell pulled item F.5 and asked to remove the contract for Curriculum Associates LLC (Elevation). Further, the Board was asked to consider the approval of all other contracts.

Motion Passed: Approval of Contracts except for Curriculum Associates LLC (Elevation)

Motion made by: Alegria De La Cruz

Motion seconded by: Ed Sheffield

Voting:

Alegria De La Cruz - Yes

Ever Flores - Yes

Stephanie Manieri - Yes

Omar Medina - Yes

Ed Sheffield - Yes

Roxanne McNally - Yes

Jeremy De La Torre - Yes

- 6. Approval of New Ethnic Studies Courses (Ethnic Studies English 11/12 HP; Ethnic Studies U.S. History; Ethnic Studies Drama; Ethnic Studies Mariachi; Ethnic Studies Spanish for Spanish Speakers)**
- 7. Approval of Award of Bid for Refrigerated Delivery Vehicles for CNS**
- 8. Approval of Code Rev Kids, Inc. Contract for Santa Rosa French American Charter School**
- 9. Approval of Revised Job Description for Coordinator of State and Federal Programs**
- 10. Approval of a CMAS Proposal with KYA for the Remodel of Main Restrooms (one male and one female) at PHS, EAHS, SRHS, and MCHS**

The following individual addressed the Board during public comment:

- Margie BradyLong

Motion Passed: Approval of a CMAS Proposal with KYA for the Remodel of Main Restrooms (one male and one female) at PHS, EAHS, SRHS, and MCHS

Motion made by: Ed Sheffield

Motion seconded by: Alegria De La Cruz

Voting:

Alegria De La Cruz - Yes

Ever Flores - Yes

Stephanie Manieri - Yes

Omar Medina - Yes

Ed Sheffield - Yes

Roxanne McNally - Yes

Jeremy De La Torre - Yes

- 11. Approval of Legal Services - Retainer Representation Agreement**

G. APPROVAL OF MINUTES

1. Approval of Minutes of the Regular Board Meeting Held On April 26, 2023

Motion Passed: Approval of Minutes of the Regular Board Meeting Held on April 26, 2023

Motion made by: Ed Sheffield

Motion seconded by: Ever Flores

Voting:

Alegria De La Cruz - Yes

Ever Flores - Yes

Stephanie Manieri - Yes

Omar Medina - Yes

Ed Sheffield - Yes

Roxanne McNally - Yes

Jeremy De La Torre - Abstain

H. BOARD MEMBER REQUESTS FOR INFORMATION

Director Medina requested information on donations made to school sites for athletics.

I. INFORMATION ITEMS

- 1. Future Board Discussion Items**
- 2. Board Conduct and Code of Ethics**
- 3. Educational Acronyms and Abbreviations**
- 4. Sonoma County Office of Education (SCOE) Multi-Jurisdictional Hazard Mitigation Plan**

J. School Site Reports

- 1. Steele Lane Elementary School**
- 2. Ridgway High School**

K. ADJOURNMENT

The meeting adjourned at 11:00 pm.



Safety Advisory Round Table (SART)

DRAFT

Recommendations/Strategic Goals

May 10, 2023

Pillar	Strategic Goal
Mental Health & Counseling	1) Improved application/comfort/effectiveness of restorative practices in order to encourage teachers to trust these practices
	2) Improved school culture with prioritized initiatives for increased social emotional wellness, staff training/professional-development, positive connections, and community; Proactivity
Safety & Security	1) More trained adults on campuses knowledgeable in response to safety and students needs and security on campus; Free up the administration to do more of their admin duties
	2) Strengthening restorative practices and developing wellness center model; Making the current restorative program more efficient and proactive and our practice district wide at sites and district office
	3) Provide comprehensive and consistent training to all staff in (including substitutes): Crisis management, disaster response, <u>de-escalation techniques</u> , medical emergencies, behavior emergencies, Aeries documentation, communication strategies, restorative questioning, building positive and proactive relationships, academic engagement, effective collaboration and teamwork strategies, mental health and social emotional first aid
	4) Comprehensive review and update to all site safety plans; Review the site and district behavioral expectations and response to discipline
	5) Provide adequate resources for each site. <ul style="list-style-type: none"> ● Radios, emergency equipment, carts ● Adequate substitutes in both SRTA and CSEA

	<ul style="list-style-type: none"> ● Adequate PA systems in outdoor areas ● Increased cameras and decreased blindspots ● Increased lighting
	<p>6) Provide increased alternative educational opportunities for student re-engagement for students who either 1) Are not being academically or behaviorally successful, or 2) need additional supports (ie summer school, after school programs)</p>
<p>Facilities</p>	<p>1) Facilities that provide safe and secure environments to best support teaching and learning</p> <p>(Tied to Board Strategic Priorities: Priority #2 - General health (mental, emotional, physical) Priority #4 - Safe and clean schools)</p>
<p>Communication & Transparency</p>	<p>1) Student-Driven communication integrated among campuses/student advisory team</p> <p>2) Community building @each level (i.e., middle school to high school get together)</p> <p>3) Tiered level of threats including what to do with them</p> <p>4) “Student Square” pushing text messages when doing drills</p> <p>5) Cohesive, unified, collective crisis response</p> <p>6) What happens afterward when events happen</p>



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Resolution No.
2022/23-75
Date: May 10, 2023

Resolution Recognizing May as National Mental Health Awareness Month

WHEREAS, families have been deeply affected by the pandemic, and children are likely facing increased stress due to the changes, fear and uncertainty caused by illness, isolation, impending homelessness, and job and healthcare loss at rates never before seen; and

WHEREAS, children have been found to be at a higher risk of abuse or witnessing domestic abuse at this time of long-term school closures; and

WHEREAS, children and families are dealing with the long-overdue societal reckoning with police violence against African Americans, a spike in anti-Asian hate crimes and significantly higher-than-average death rates linked to COVID-19 among Latino communities; and

WHEREAS, the Centers for Disease Control and Prevention reports that more than 20 percent of youth have a diagnosed mental health disorder in the United States; and

WHEREAS, the average age of early signs of mental illness is 14, when most students are entering high school; and

WHEREAS, an estimated 60 percent of students with emotional, behavioral, and mental health disorders do not graduate from high school, according to the U.S. Department of Education; and

WHEREAS, National Survey of Drug Use and Health data shows mental health diagnoses, suicide rates, non-suicidal self-injury such as cutting, and emergency room visits for students experiencing mental health issues are all on the rise; and

WHEREAS, the CDC has declared suicide is the second leading cause of death among youth ages 15 to 19 years old; and

WHEREAS, the number of children ages 6-12 who visited children's hospitals for suicidal thoughts or self-harm has more than doubled since 2016, according to the Children's Hospital Association; and

WHEREAS, researchers from the University of Montreal found that students with untreated mental illness are more likely to be chronically absent, more disruptive in class, have lower academic achievement, and ultimately drop out; and

WHEREAS, the University of Maryland's Center for School Mental Health (CSMH) has found that educating staff, students, and parents in the signs and symptoms of mental illness is key to both early intervention and dismantling the stigma surrounding health; and

WHEREAS, the CSMH reports that students are more likely to follow through with mental health services in school settings, and bringing mental health services onto campus enables easier communication among providers, parents, and teachers; and

WHEREAS, schools that implement comprehensive mental health systems see improved academic performance, fewer special education placements, decreased disciplinary actions, and higher graduation rates; and

WHEREAS, spreading awareness of the importance of mental health can help people realize the many ways in which mental illness impacts them and those around them, and can provide the opportunity to learn about available services; and

WHEREAS, Santa Rosa City School board Mission, Vision and Priorities focus on the whole student and establish a priority to focus on mental and emotional wellness; and

NOW THEREFORE, BE IT RESOLVED, that the Board of Education recognizes May as National Mental Health Awareness Month and encourages the community to participate in observances that express their appreciation.

PASSED AND ADOPTED by the Governing Board of the Santa Rosa City Schools District on the 10th day of May 2023.



Ever Flores, Clerk of the Board

5/10/2023

Date



Resolution No.
2022/23-76

Date: May 10, 2023

Resolution Recognizing National School Nurse Day (May 10, 2023)

WHEREAS, children are the future and, by investing in them today, we are ensuring our world for tomorrow; and

WHEREAS, all students have a right to have their health needs safely met while in the school setting; and

WHEREAS, children today face more complex and life-threatening health problems requiring care in school; and

WHEREAS, school nurses have served a critical role in improving public health and in ensuring student's academic success for more than 100 years; and

WHEREAS, school nurses are professional nurses that advance the well-being, academic success, and lifelong achievements of all students by serving on the front lines and providing a critical safety net for our nation's most fragile children; and

WHEREAS, school nurses act as a liaison to the school community, parents, and health care providers on behalf of children's health by promoting wellness and improving health outcomes for our nation's children; and

WHEREAS, school nurses support the health and educational success of children and youth by providing access to care when children's cognitive development is at its peak; and

WHEREAS, school nurses are members of school-based mental health teams; and

WHEREAS, school nurses understand the link between health and learning and are in a position to make a positive difference for children every day;

WHEREAS, school nurses have shown their importance with the COVID-19 Pandemic in helping students and staff stay safe and return safely to in-person learning;

NOW THEREFORE, BE IT RESOLVED, that the Board of Education recognizes May 10, 2023, as National School Nurse Day and encourages the community to participate in observances that express their appreciation.

PASSED AND ADOPTED by the Governing Board of the Santa Rosa City Schools District on the 10th day of May, 2023.

Ever Flores, Clerk of the Board

5/10/2023

Date



Resolution No. 2022/23-77

Date: May 10, 2023

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Resolution Recognizing May as Better Hearing and Speech Month

WHEREAS, speech and language disorders are among the most common conditions that young people experience; and

WHEREAS, strong speech and language and social communication skills are necessary for reading, writing, and academic success; and

WHEREAS, appropriate speech and language skills can have a long-lasting effect on a child's communication, social relationships, learning, and daily life activities well into adulthood; and

WHEREAS, Speech-Language Pathologists are the school-based experts in children's communication development; and

WHEREAS, Speech-Language Pathologists provide essential services to students; and

WHEREAS, it is important for us all to recognize the important and vital role that Speech-Language Pathologists play in the development of our students; and

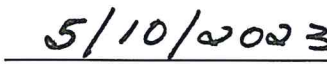
WHEREAS, the SRCS Speech-Language Pathologists have offered helpful hints for teachers in communicating with students while social distancing and wearing a mask in order to promote better hearing and speech during the return to in-person instruction; and

NOW THEREFORE, BE IT RESOLVED, that the Board of Education recognizes May as Better Hearing and Speech Month and encourages the community to participate in observances that express their appreciation.

PASSED AND ADOPTED by the Governing Board of the Santa Rosa City Schools District on the 10th day of May, 2023.



Ever Flores, Clerk of the Board



Date



Facilities Master Plan Update

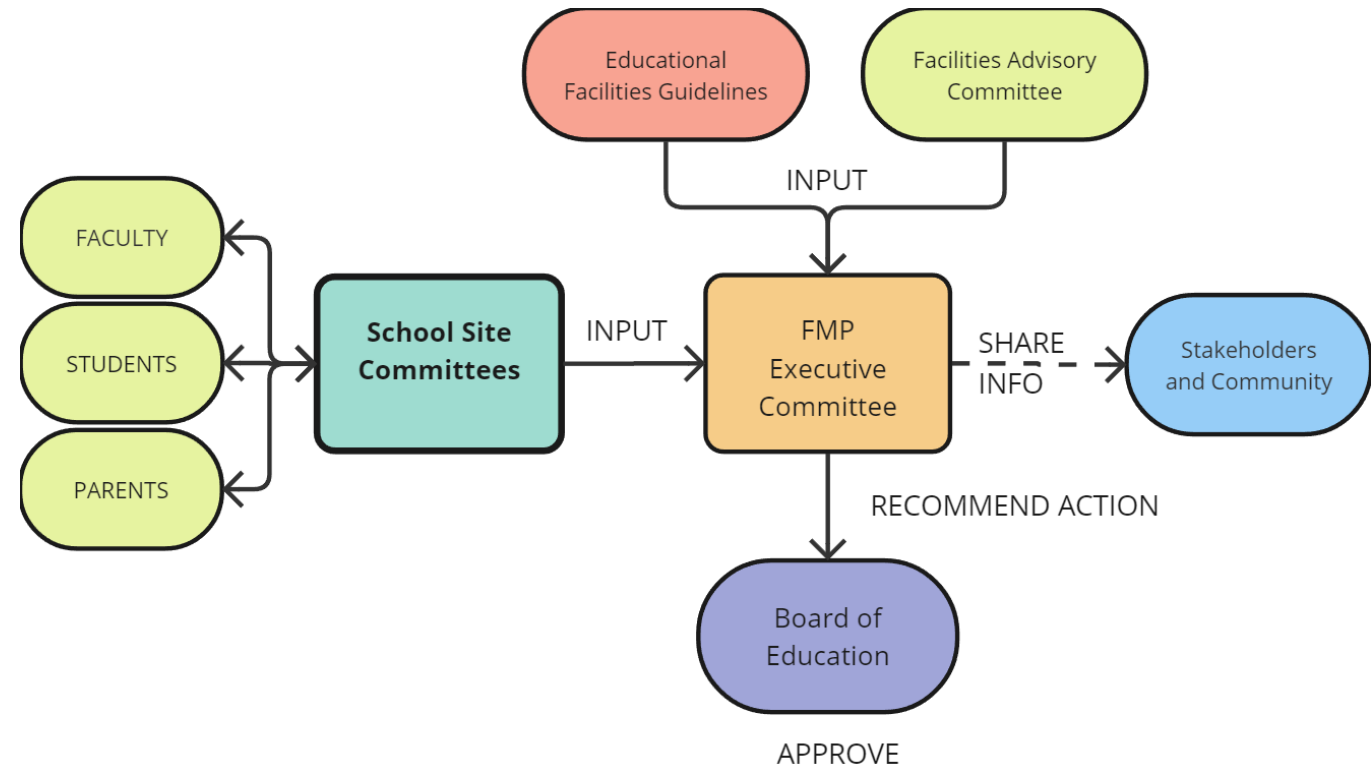
May 10, 2023



QUATTROCCHI KWOK
ARCHITECTS

Site Committee Meetings

- Meeting with each School Site
- Explanation and overview of FMP Process
- Role of Site Committee
- Approach to Equity
- Overview of Safety and Security
- Review of 2016 FMP
- Discussion of current facilities needs



Site Committee Meetings

- Steele Lane ES – 4/11
- Lewis Campus – 4/13
- James Monroe ES – 4/19
- Santa Rosa MS – 4/19
- Proctor Terrace ES – 4/20
- Santa Rosa HS – 4/20
- Abraham Lincoln ES – 4/25
- Luther Burbank ES – 4/25
- Hillard Comstock MS – 4/27
- Herbert Slater MS – 4/27
- Albert Biella ES – 5/2
- Maria Carillo HS – 5/2
- SR Charter for the Arts – 5/3
- Rincon Valley MS – 5/3
- Hidden Valley ES – 5/4
- Montgomery HS - 5/4
- Elsie Allen HS – 5/8
- Helen Lehman ES – 5/9
- Piner HS – 5/9
- Cesar Chavez Lang. Acad. – 5/11
- SR French American Charter – 5/15
- Brook Hill ES – 5/17
- Ridgway HS – 5/17

Additional Stakeholder Meetings

- Superintendent's Advisory Network – 4/25
- District English Learner Advisory Committee (DELAC) – 5/4
- Special Education – 5/8
- SART – 5/15
- Site Administrators – 5/16
- Educational Facilities Guidelines Committee – Late May

WHAT ARE THE MOST IMPORTANT ISSUES TO ADDRESS?
WHAT WILL HAVE THE BIGGEST IMPACT ON STUDENTS?

Covered
Eating
Areas

Restroom
Upgrades and
Reconfiguration

Perimeter
Fencing
and Access
Control

Appropriate
Kinder and
TK
Classrooms

Maintenance
items: paint,
flooring, repairs,
window
coverings

Replace or
remove the
Portables

Dedicated and
appropriate
Support Staff
Spaces (eg.
Counseling)

Spaces for
outdoor
learning and
wellbeing

Additional Tasks Completed

- Site walks at each site to update Facilities Assessment
- Demographics and Capacity Analysis
- Review of District Office Facilities Needs

FACILITIES MASTER PLAN SCHEDULE

SPRING 2023	
Information gathering	<ul style="list-style-type: none"> Site Committee Input on Needs Update Educational Facilities Guidelines Capacity Analysis
SUMMER 2023	
Planning and Design	<ul style="list-style-type: none"> Analyze input and information Develop Draft Site Master Plans Develop preliminary Project Lists
FALL 2023	
Review and Finalize	<ul style="list-style-type: none"> Site Committee input on Draft Plan, Projects and Prioritization Board of Education Review and Input Community Forum Presentations Development of Final FMP Documents
COMPLETION: NOVEMBER 2023	

Indicators of Quality

Tool for Prioritization

- Established IoQ as a way to objectively evaluate projects for 2016 FMP
- Intended to evaluate impact of each project on student success equitably across all projects
- To be updated for 2023 Master Plan
- Exec. Committee will bring draft IoQ definitions and weighting to Board for input

Indicator of Quality	Weighting	Multiplier	Max Score
IoQ1: Supports Ed. Programs	2	x10	20
IoQ2: Community Support	1	x10	10
IoQ3: Quality Learning Env.	2	x10	20
IoQ4: Maintenance and Ops.	3	x10	30
IoQ 5: Safety and Security	3	x10	30
IoQ 6: Code Compliance	1	x10	10
Total			120

MODERNIZATION OF EXISTING CLASSROOMS

\$11,007,423

INDICATORS OF QUALITY	
Ed. Programs	16
Community	3
Learning Env.	16
Maintenance	30
Safety and Security	9
Code Comp.	4
Total	78/120

Modernize existing classroom buildings, including shared quad spaces. Modernization of each space may include:

- Repair or replace existing wall, floor and hardware finishes
- Flexible furniture including movable worktables
- Storage cabinetry for projects and materials
- 1 sink with a drinking fountain bubbler
- Replace damaged acoustical ceiling tiles and casework
- Replace HVAC systems
- Repair or replace roofing and plumbing systems as necessary

Next Steps

- **Complete Demographics and Capacity Analysis**
- **Update Educational Facilities Guidelines**
- **Update Indicators of Quality rubric for prioritization and present to Board**
- **Revise Facilities Master Plans for each Site to reflect input and current needs**
- **Review updated plans with Site Committees and other stakeholders in the Fall**



Thank you!

Quattrocchi Kwok Architects | (707) 576-0829 | (Email)



QUATTROCCHI KWOK
ARCHITECTS

MEMORANDUM OF UNDERSTANDING BETWEEN SANTA ROSA CITY SCHOOLS
AND
THE CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION AND ITS CHAPTER 75

2023-2024 Classified Employees Calendar

The California School Employees Association, Santa Rosa Chapter 75 (hereinafter referred to as Association) and the Santa Rosa City Schools district (hereinafter referred to as District) agree:

This Agreement was made and entered into this day, **May 4, 2023**, by and between Santa Rosa City Schools (“District”) and California School Employees Association and its Chapter 75 (“Association”) collectively referred to as the (“Parties”) regarding agree that in addition to the **10 legal holidays** and **4 paid holidays** as identified in **Article 12: HOLIDAYS** of the current collective bargaining agreement, for the 2023-2024 school year, **three (3) existing local holidays to be determined through negotiations** and **one (1) additional local holiday due to Leap Year**, have been established as follows:

1. Wednesday, November 22, 2023 (Local Holiday)
2. Wednesday, December 27, 2023 (Local Holiday)
3. Tuesday, January 2, 2024 (Local Holiday)

The following one (1) day has been added as a District local holiday **due to Leap Year**:

1. Monday, April 1, 2024 (Additional Local Holiday)

And one (1) paid holiday in December in lieu of Admissions Day:

1. Tuesday, December 26, 2023

Professional Development Dates:

1. Wednesday, November 1, 2023
2. Friday, January 26, 2024

Potential Emergency Closure Day (Make-up Days):Draf

1. Friday, April 12, 2024
2. Friday, May 17, 2024

For the 2023-2024 school year, there will be a total of **two-hundred and forty-two (242) workdays** and **eighteen (18) paid, legal and local holidays**.

A draft copy of the 2023-2024 Classified Employees Calendar is attached.

This MOU shall expire in full without precedent on June 30, 2024, unless extended by mutual written agreement.

Dated: May 4, 2023

Dated: May 4, 2023

For the Association:

For the District:

Mary Lehman
Mary Lehman, CSEA 75 President

Michael Shepherd
Michael Shepherd, Assistant Superintendent

Joseph Gomez
Joseph Gomez, CSEA Labor Rep

Anna Trunnell
Anna Trunnell, Superintendent, SRCS

Lisa Cavin
Lisa Cavin, Associate Superintendent

Approved by the Board: _____

Ratified by CSEA 75: _____

SANTA ROSA CITY SCHOOLS
2023-2024 CLASSIFIED EMPLOYEES CALENDAR
(CSEA 75, Confidential, Supervisory and Administrative)
242 Workdays

YEAR	M	T	W	TH	F	Work Days	Paid Holidays	Legal Holidays	Local Holidays	12 mon	11 mon	10 mon	SY emp	
21 JULY 2023	3	4	5	6	7	July 4 Independence Day Legal Holiday	20	0	1	0	20	2	0	0
23 AUGUST	10	11	12	13	14	July 28 11-Month Work Year Start Date	23	0	0	0	23	23	17	14
17	18	19	20	21	Aug. 9 10-Month Work Year Start Date									
24	25	26	27	28	Aug. 14 Teacher/School Year (SY) Employees Start Date									
31					Aug. 14 Workday Principal-Directed Non-Instructional (non-student)									
					Aug. 15 Workday Staff-Directed Non-Instructional (non-student)									
21 SEPTEMBER					1	Sept. 4 Labor Day Legal Holiday	20	0	1	0	20	20	20	20
4	5	6	7	8	Sept. 7 Back to School Night-Elementary Schools									
11	12	13	14	15	Sept. 14 Back to School Night-Middle Schools									
18	19	20	21	22	Sept. 21 Back to School Night-High Schools									
22 OCTOBER	25	26	27	28	29	Oct. 2-6 Parent Conferences	22	0	0	0	22	22	22	22
9	10	11	12	13	Oct. 6 Secondary Report Card Window Opens									
16	17	18	19	20	Oct. 20 Secondary End of First Quarter									
23	24	25	26	27	Oct. 23 Secondary Report Card Window Closes									
22 NOVEMBER	30	31				Oct. 23 Elementary Report Card Window Opens	18	1	2	1	18	18	18	16
1	2	3	4	5	Nov. 1 Professional Development Day (non-student)									
6	7	8	9	10	Nov. 3 Elementary First Trimester Ends									
13	14	15	16	17	Nov. 10 Veterans Day (Friday before a legal holiday)									
20	21	22	23	24	Nov. 13 Elementary Report Card Window Closes									
27	28	29	30		Nov. 20-24 Fall Recess Non-Workday for Teachers and SY Employees, non-student									
					Nov. 20-21 Workday for 12, 11, 10-month employees									
					Nov. 22 Local Holiday									
21 DECEMBER					1	Nov. 23 Thanksgiving Day Legal Holiday (National Day of Mourning)	18	1	1	1	18	18	18	16
4	5	6	7	8	Nov. 24 Paid Holiday Friday following Thanksgiving									
11	12	13	14	15	Dec. 15 Secondary Report Card Window Opens									
18	19	20	21	22	Dec. 19-21 Minimum Days: Final Exams High School Only									
25	26	27	28	29	Dec. 21 Secondary End of Second Quarter and First Semester									
					Dec. 22 Teacher Workday/Pupil Holiday: Secondary only									
					Dec. 25-29 Winter Recess Non-Work Day for Teachers and SY employees, non-student									
					Dec. 25 Christmas Legal Holiday									
23 JANUARY 2024						Dec. 26 Paid Holiday in lieu of Admissions Day	20	0	2	1	20	20	20	17
1	2	3	4	5	Dec. 27 Local Holiday									
8	9	10	11	12	Dec. 28-29 Workday for 12, 11, 10-month employees									
15	16	17	18	19	Jan. 1 New Years Day Legal Holiday									
22	23	24	25	26	Jan. 2 Local Holiday									
29	30	31			Jan. 2-5 Winter Recess Non-Work Day for Teachers and SY employees, non-student									
					Jan. 3-5 Workday for 12, 11, 10-month employees									
21 FEBRUARY					1	Jan. 8 Secondary Report Card Window Closes	19	1	1	0	19	19	19	19
5	6	7	8	9	Jan. 15 Martin Luther King Jr. Legal Holiday									
12	13	14	15	16	Jan. 26 Professional Development Day (non-student)									
19	20	21	22	23	Feb. 5 Elementary Report Card Window Opens									
26	27	28	29		Feb. 12 Lincoln's Birthday Legal Holiday									
21 MARCH					1	Feb. 19 President's Day Paid Holiday	20	1	0	0	20	20	20	16
4	5	6	7	8	Feb. 23 Elementary 2nd Trimester Ends									
11	12	13	14	15	Feb. 29 Leap Day									
18	19	20	21	22	March 4 Elementary Report Card Window Closes									
25	16	17	28	29	March 8 Secondary Report Card Window Opens									
22 APRIL					1	March 15 Secondary End of Third Quarter	21	0	0	1	21	20	20	19
1	2	3	4	5	March 18 Paid Holiday (First day of Spring Break)									
8	9	10	11	12	March 18-22 Spring Recess Teachers and SY Employees Spring Break									
15	16	17	18	19	March 25 Secondary Report Card Window Closes									
22	23	24	25	26	April 1 Additional Local Holiday due to Leap Year									
23 MAY					1	April 12 *Emergency Closure Day (Workday for 12-month employees only)	22	0	1	0	22	21	21	21
6	7	8	9	10	April 15 Non-Workday for Teachers and SY Employees, non-student									
13	14	15	16	17	April 15 Workday for 12, 11, 10-month employees									
20	21	22	23	24	May 6 Elementary Report Card Window Opens									
27	28	29	30	31	May 16 Open House									
20 JUNE					1	May 17 *Emergency Closure Day (Workday for 12-month employees only)	19	0	1	0	19	19	7	5
3	4	5	6	7	May 24 Secondary Report Card Window Opens									
10	11	12	13	14	May 27 Memorial Day Legal Holiday									
17	18	19	20	21	June 5-7 Minimum Day: Final Exams - Secondary Only									
24	25	26	27	28	June 6 Final Instructional Day: Elementary only									
					June 6 Elementary 3rd Trimester Ends									
					June 7 Teacher Workday/Pupil Holiday: Elementary only									
					June 7 Final Instructional Day: Secondary									
					June 7 Teachers and SY Employees Final Work Day									
					June 10 Elementary and Secondary Report Card Windows Close									
					June 11 10-month Employee Final Work Day									
					June 19 Juneteenth Legal Holiday									
260 T: Possible Workdays						TOTALS	242	4	10	4	242	222	202	185

(2) Two days added for *Emergency Closures 4/12 & 5/17: Work day for 12-month. Non-Work Day for Teachers, SY, 10-month & 11 month.

SY = 185 workdays (August 14, 2023 - June 7, 2024)

10-month = 202 workdays (August 9, 2023 - June 11, 2024)

11-month = 222 workdays (July 28, 2023 - June 28, 2024)

Board approved:

Ratified:

Effective: July 1, 2023

DRAFT 2023-2024 Classified Employee Calendar mutually agreed on:

Date: May 4, 2023

(SRCS Initials)

(CSEA 75 Initials)



State of California
 Commission on Teacher Credentialing
 Certification Division
 1900 Capitol Avenue
 Sacramento, CA 95811-4213

Email: credentials@ctc.ca.gov
 Website: www.ctc.ca.gov

DECLARATION OF NEED FOR FULLY QUALIFIED EDUCATORS

Original Declaration of Need for year: 2023-2024

Revised Declaration of Need for year: _____

FOR SERVICE IN A SCHOOL DISTRICT OR DISTRICT/COUNTY AUTHORIZED CHARTER SCHOOL

Name of District or Charter: Santa Rosa Elementary School District District CDS Code: 49-70912

Name of County: Sonoma County CDS Code: 49-10496

By submitting this annual declaration, the district is certifying the following:

- A diligent search, as defined below, to recruit a fully prepared teacher for the assignment(s) was made
- If a suitable fully prepared teacher is not available to the school district, the district will make a reasonable effort to recruit based on the priority stated below

The governing board/body of the school district or charter school specified above adopted a declaration at a regularly scheduled public meeting held on 05/10/23 certifying that there is an insufficient number of certificated persons who meet the district's specified employment criteria for the position(s) listed on the attached form. The attached form was part of the agenda, and the declaration did NOT appear as part of a consent calendar.

► **Enclose a copy of the board agenda item**

With my signature below, I verify that the item was acted upon favorably by the board. The declaration shall remain in force until June 30, 2024.

Submitted by (Superintendent, Board Secretary, or Designee):

<u>Vicki Zands</u>		<u>Director of Human Resources</u>
<small>Name</small>	<small>Signature</small>	<small>Title</small>
<u>707-890-3800</u>	<u>5/11/22</u>	
<small>Fax Number</small>	<small>Telephone Number</small>	<small>Date</small>

211 Ridgway Avenue, Santa Rosa, CA 95401
Mailing Address

vzands@srcs.k12.ca.us
EMail Address

FOR SERVICE IN A COUNTY OFFICE OF EDUCATION, STATE AGENCY, CHARTER SCHOOL OR NONPUBLIC SCHOOL AGENCY

Name of County _____ County CDS Code _____

Name of State Agency _____

Name of NPS/NPA _____ County of Location _____

The Superintendent of the County Office of Education or the Director of the State Agency or the Director of the NPS/NPA specified above adopted a declaration on ___/___/___, at least 72 hours following his or her public announcement that such a declaration would be made, certifying that there is an insufficient number of certificated persons who meet the county's, agency's or school's specified employment criteria for the position(s) listed on the attached form.

The declaration shall remain in force until June 30, _____.

► **Enclose a copy of the public announcement**

Submitted by Superintendent, Director, or Designee:

_____	_____	_____
<i>Name</i>	<i>Signature</i>	<i>Title</i>
_____	_____	_____
<i>Fax Number</i>	<i>Telephone Number</i>	<i>Date</i>

<i>Mailing Address</i>		

<i>E-Mail Address</i>		

► *This declaration must be on file with the Commission on Teacher Credentialing before any emergency permits will be issued for service with the employing agency*

AREAS OF ANTICIPATED NEED FOR FULLY QUALIFIED EDUCATORS

Based on the previous year's actual needs and projections of enrollment, please indicate the number of emergency permits the employing agency estimates it will need in each of the identified areas during the valid period of this Declaration of Need for Fully Qualified Educators. This declaration shall be valid only for the type(s) and subject(s) identified below.

This declaration must be revised by the employing agency when the total number of emergency permits applied for exceeds the estimate by ten percent. Board approval is required for a revision.

Type of Emergency Permit	Estimated Number Needed
CLAD/English Learner Authorization (applicant already holds teaching credential)	10 _____
Bilingual Authorization (applicant already holds teaching credential)	10 _____
List target language(s) for bilingual authorization: <u>Spanish</u>	
Resource Specialist	10 _____
Teacher Librarian Services	_____ _____

LIMITED ASSIGNMENT PERMITS

Limited Assignment Permits may only be issued to applicants holding a valid California teaching credential based on a baccalaureate degree and a professional preparation program including student teaching.

EFFORTS TO RECRUIT CERTIFIED PERSONNEL

The employing agency declares that it has implemented in policy and practices a process for conducting a diligent search that includes, but is not limited to, distributing job announcements, contacting college and university placement centers, advertising in local newspapers, exploring incentives included in the Teaching as a Priority Block Grant (refer to www.cde.ca.gov for details), participating in state and regional recruitment centers and participating in job fairs in California.

If a suitable fully prepared teacher is not available to the school district, the district made reasonable efforts to recruit an individual for the assignment, in the following order:

- A candidate who qualifies and agrees to participate in an approved internship program in the region of the school district
- An individual who is scheduled to complete initial preparation requirements within six months

EFFORTS TO CERTIFY, ASSIGN, AND DEVELOP FULLY QUALIFIED PERSONNEL

Has your agency established a District Intern program? Yes No

If no, explain. We use the North Coast School of Education

Does your agency participate in a Commission-approved college or university internship program? Yes No

If yes, how many interns do you expect to have this year? 20

If yes, list each college or university with which you participate in an internship program.
The district predominately hires interns through Sonoma State University, San Francisco State,
North Coast School of Education and Dominican Univesity. Interns are supported through the
Intern program with North Coast School of Education

If no, explain why you do not participate in an internship program.



State of California
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 1900 Capitol Avenue
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Email: credentials@ctc.ca.gov
 Website: www.ctc.ca.gov

DECLARATION OF NEED FOR FULLY QUALIFIED EDUCATORS

Original Declaration of Need for year: 2023-2024

Revised Declaration of Need for year: _____

FOR SERVICE IN A SCHOOL DISTRICT OR DISTRICT/COUNTY AUTHORIZED CHARTER SCHOOL

Name of District or Charter: Santa Rosa High School District District CDS Code: 49-70920

Name of County: Sonoma County CDS Code: 49-10496

By submitting this annual declaration, the district is certifying the following:

- A diligent search, as defined below, to recruit a fully prepared teacher for the assignment(s) was made
- If a suitable fully prepared teacher is not available to the school district, the district will make a reasonable effort to recruit based on the priority stated below

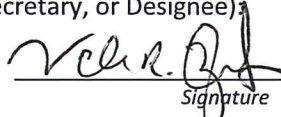
The governing board/body of the school district or charter school specified above adopted a declaration at a regularly scheduled public meeting held on 05 / 10 / 23 certifying that there is an insufficient number of certificated persons who meet the district's specified employment criteria for the position(s) listed on the attached form. The attached form was part of the agenda, and the declaration did NOT appear as part of a consent calendar.

► **Enclose a copy of the board agenda item**

With my signature below, I verify that the item was acted upon favorably by the board. The declaration shall remain in force until June 30, 2024.

Submitted by (Superintendent, Board Secretary, or Designee):

Vicki Zands



Director of Human Resources

Name

Signature

Title

707-890-3800

5/11/22

Fax Number

Telephone Number

Date

211 Ridgway Avenue, Santa Rosa, CA 95401

Mailing Address

vzands@srcs.k12.ca.us

E-Mail Address

FOR SERVICE IN A COUNTY OFFICE OF EDUCATION, STATE AGENCY, CHARTER SCHOOL OR NONPUBLIC SCHOOL AGENCY

Name of County _____ County CDS Code _____

Name of State Agency _____

Name of NPS/NPA _____ County of Location _____

The Superintendent of the County Office of Education or the Director of the State Agency or the Director of the NPS/NPA specified above adopted a declaration on ___/___/___, at least 72 hours following his or her public announcement that such a declaration would be made, certifying that there is an insufficient number of certificated persons who meet the county's, agency's or school's specified employment criteria for the position(s) listed on the attached form.

The declaration shall remain in force until June 30, _____.

► **Enclose a copy of the public announcement**

Submitted by Superintendent, Director, or Designee:

Name	Signature	Title
Fax Number	Telephone Number	Date
Mailing Address		
EMail Address		

► *This declaration must be on file with the Commission on Teacher Credentialing before any emergency permits will be issued for service with the employing agency*

AREAS OF ANTICIPATED NEED FOR FULLY QUALIFIED EDUCATORS

Based on the previous year's actual needs and projections of enrollment, please indicate the number of emergency permits the employing agency estimates it will need in each of the identified areas during the valid period of this Declaration of Need for Fully Qualified Educators. This declaration shall be valid only for the type(s) and subjects(s) identified below.

This declaration must be revised by the employing agency when the total number of emergency permits applied for exceeds the estimate by ten percent. Board approval is required for a revision.

Type of Emergency Permit	Estimated Number Needed
CLAD/English Learner Authorization (applicant already holds teaching credential)	10 _____
Bilingual Authorization (applicant already holds teaching credential)	10 _____
List target language(s) for bilingual authorization: <u>Spanish</u>	
Resource Specialist	10 _____
Teacher Librarian Services	_____ _____

LIMITED ASSIGNMENT PERMITS

Limited Assignment Permits may only be issued to applicants holding a valid California teaching credential based on a baccalaureate degree and a professional preparation program including student teaching.

Based on the previous year's actual needs and projections of enrollment, please indicate the number of Limited Assignment Permits the employing agency estimates it will need in the following areas. Additionally, for the Single Subject Limited Assignment Permits estimated, please include the authorization(s) which will be requested:

TYPE OF LIMITED ASSIGNMENT PERMIT	ESTIMATED NUMBER NEEDED
Multiple Subject	0
Single Subject	30
Special Education	25
TOTAL	55

AUTHORIZATION(S) FOR SINGLE SUBJECT LIMITED ASSIGNMENT PERMITS (A separate page may be used if needed)	ESTIMATED NUMBER NEEDED
Spanish	5
Math	15
Science	5
PE	5

EFFORTS TO RECRUIT CERTIFIED PERSONNEL

The employing agency declares that it has implemented in policy and practices a process for conducting a diligent search that includes, but is not limited to, distributing job announcements, contacting college and university placement centers, advertising in local newspapers, exploring incentives included in the Teaching as a Priority Block Grant (refer to www.cde.ca.gov for details), participating in state and regional recruitment centers and participating in job fairs in California.

If a suitable fully prepared teacher is not available to the school district, the district made reasonable efforts to recruit an individual for the assignment, in the following order:

- A candidate who qualifies and agrees to participate in an approved internship program in the region of the school district
- An individual who is scheduled to complete initial preparation requirements within six months

EFFORTS TO CERTIFY, ASSIGN, AND DEVELOP FULLY QUALIFIED PERSONNEL

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If no, explain. We use the North Coast School of Education

Does your agency participate in a Commission-approved college or university internship program? Yes No

If yes, how many interns do you expect to have this year? 30

If yes, list each college or university with which you participate in an internship program.

The district predominately hires interns through Sonoma State University, San Francisco State,

North Coast School of Education and Dominican Univesity. Interns are supported through the

Intern program with North Coast School of Education

If no, explain why you do not participate in an internship program.

Bylaw 9320: Meetings And Notices

Status: DRAFT

Original Adopted Date: 04/12/2017 | **Last Revised Date:** 02/08/2023

Meetings of the Board of Education are conducted for the purpose of accomplishing district business. In accordance with state open meeting laws (Brown Act), the Board shall hold its meetings in public and shall conduct closed sessions during such meetings only as authorized by law. To encourage community involvement in the schools, Board meetings shall provide opportunities for questions and comments by members of the public. All meetings shall be conducted in accordance with law and the Board's bylaws, policies, and administrative regulations.

(cf. 9321 - Closed Session Purposes and Agendas)

(cf. 9321.1 - Closed Session Actions and Reports)

(cf. 9322 - Agenda/Meeting Materials)

(cf. 9323 - Meeting Conduct)

A Board meeting exists whenever a majority of Board members gather at the same time and place location, including teleconference location as permitted by Government Code 54953, to hear, discuss, deliberate, or take action upon any item within the subject matter jurisdiction of the Board or district. (Government Code 54952.2)

In compliance with the Brown Act, a majority of the Board shall not, outside of an authorized meeting, use a series of communications of any kind (including technological devices), directly or through intermediaries, to discuss, deliberate, or take action on any item that is within the subject matter jurisdiction of the Board. However, an employee or district official may engage in separate conversations with Board members in order to answer questions or provide information regarding an item within the subject matter jurisdiction of the Board, as long as that employee or district official does not communicate the comments or position of any Board members to other Board members. (Government Code 54952.2)

(cf. 9012 - Board Member Electronic Communications)

In order to help ensure the participation of individuals with disabilities at Board meetings, the Superintendent or designee shall provide appropriate disability-related accommodations or modifications upon request in accordance with the Americans with Disabilities Act. Any doubt about a request for accommodation shall be resolved in favor of accessibility. (Government Code 54953, 54953.2, 54954.1, 54954.2)

Notice of the procedure for receiving and resolving requests for accommodation described above shall be given in each instance in which notice of the time of a meeting is otherwise given or the agenda for the meeting is otherwise posted. (Government Code 54953)

Regular Meetings

The Board shall hold regular meetings each month except in July. In November and December, the Board shall meet only once per month, in all other months, the Board shall meet at 6:00 p.m. on the 2nd and 4th Wednesday of the month, but may be rescheduled by the Board pursuant to District needs. Unless otherwise stated in a meeting's agenda, posted pursuant to the Brown Act, the Board

regular meetings shall be held at Santa Rosa City Hall Council Chambers at 100 Santa Rose Ave., Santa Rose, California.

At least 72 hours prior to a regular meeting, the agenda shall be posted at one or more locations freely accessible to members of the public and on the district's Internet web site. (Government Code 54954.2)

(cf. 1113 - District and School Web Sites)

Whenever agenda materials relating to an open session of a regular meeting are distributed to the Board less than 72 hours before the meeting, the Superintendent or designee shall make the materials available for public inspection at a public office or location designated for that purpose or on the district web site, consistent with Government Code 54957.5, at the time the materials are distributed to all or a majority of the Board. (Government Code 54957.5)

(cf. 1340 - Access to District Records)

Special Meetings

Special meetings of the Board may be called at any time by the presiding officer or a majority of the Board members. However, a special meeting shall not be called regarding the salary, salary schedule, or other compensation of the Superintendent, assistant superintendent, or other management employee as described in Government Code 3511.1. (Government Code 54956)

(cf. 2121 - Superintendent's Contract)

Written notice of special meetings shall be delivered personally or by any other means to all Board members and the local media who have requested such notice in writing. The notice also shall be posted on the district's Internet web site. The notice shall be received at least 24 hours before the time of the meeting. The notice shall also be posted at least 24 hours before the meeting in a location freely accessible to the public. The notice shall specify the time and place of the meeting and the business to be transacted or discussed. No other business shall be considered at this meeting. (Education Code 35144; Government Code 54956)

Any Board member may waive the 24-hour written notice requirement prior to the time of the meeting by filing a written waiver of notice with the clerk or secretary of the Board or by being present at the meeting at the time it convenes. (Government Code 54956)

Every notice of a special meeting shall provide an opportunity for members of the public to directly address the Board concerning any item that has been described in the meeting notice, before or during the item's consideration. (Government Code 54954.3)

Emergency Meetings

In the case of an emergency situation for which prompt action is necessary due to the disruption or threatened disruption of public facilities, the Board may hold an emergency meeting without complying with the 24-hour notice and/or 24-hour posting requirement for special meetings pursuant to Government Code 54956. The Board shall comply with all other requirements for special meetings during an emergency meeting. (Government Code 54956.5)

An emergency situation means either of the following: (Government Code 54956.5)

1. An emergency, which shall be defined as a work stoppage, crippling activity, or other activity that severely impairs public health and/or safety as determined by a majority of the members of the Board

(cf. 4141.6/4241.6 - Concerted Action/Work Stoppage)

2. A dire emergency, which shall be defined as a crippling disaster, mass destruction, terrorist activity, or threatened terrorist act that poses peril so immediate and significant that requiring the Board to provide one-hour notice before holding an emergency meeting may endanger the public health and/or safety as determined by a majority of the members of the Board

(cf. 3516 - Emergencies and Disaster Preparedness Plan)

Except in the case of a dire emergency, the Board president or designee shall give notice of the emergency meeting by telephone at least one hour before the meeting to the local media that have requested notice of special meetings. All telephone numbers provided by the media in the most recent request for notification shall be exhausted. If telephone services are not functioning, the notice requirement of one hour is waived and, as soon after the meeting as possible, the Board shall notify those media representatives of the meeting and shall describe the purpose of the meeting and any action taken by the Board. In the case of a dire emergency, the Board president or designee shall give such notice at or near the time he/she notifies the other members of the Board about the meeting. (Government Code 54956.5)

The minutes of the meeting, a list of persons the Board president or designee notified or attempted to notify, a copy of the roll call vote, and any actions taken at the meeting shall be posted for at least 10 days in a public place as soon after the meeting as possible. (Government Code 54956.5)

Adjourned/Continued Meetings

A majority vote by the Board may adjourn/continue any regular or special meeting to a later time and location that shall be specified in the order of adjournment. Less than a quorum of the Board may adjourn such a meeting. If no Board members are present, the secretary or the clerk may declare the meeting adjourned to a later time and shall give notice in the same manner required for special meetings. (Government Code 54955)

Within 24 hours after the time of adjournment, a copy of the order or notice of adjournment/continuance shall be conspicuously posted on or near the door of the place where the meeting was held. (Government Code 54955)

Study Sessions, Retreats, Public Forums, and Discussion Meetings

The Board may occasionally convene a study session or public forum to study an issue in more detail or to receive information from staff or feedback from members of the public.

The Board may also convene a retreat or discussion meeting to discuss Board roles and relationships.

(cf. 2000 - Concepts and Roles)

(cf. 2111 - Superintendent Governance Standards)

(cf. 9000 - Role of the Board)

(cf. 9005 - Governance Standards)

(cf. 9400 - Board Self-Evaluation)

Public notice shall be given in accordance with law when a quorum of the Board is attending a study session, retreat, public forum, or discussion meeting. All such meetings shall comply with the Brown Act and shall be held in open session and within district boundaries. Action items shall not be included on the agenda for these meetings.

Other Gatherings

Attendance by a majority of Board members at any of the following events is not subject to the Brown Act provided that a majority of the Board members do not discuss specific district business among themselves other than as part of the scheduled program: (Government Code 54952.2)

1. A conference or similar public gathering open to the public that involves a discussion of issues of general interest to the public or to school board members
2. An open, publicized meeting organized by a person or organization other than the district to address a topic of local community concern
3. An open and noticed meeting of another body of the district
4. An open and noticed meeting of a legislative body of another local agency
5. A purely social or ceremonial occasion
6. An open and noticed meeting of a standing committee of the Board, provided that the Board members who are not members of the standing committee attend only as observers

(cf. 9130 - Board Committees)

Individual contacts or conversations between a Board member and any other person are not subject to the Brown Act. (Government Code 54952.2)

Location of Meetings

Meetings shall not be held in a facility that prohibits the admittance of any person on the basis of ancestry or any characteristic listed in Government Code 11135, including, but not limited to, religion, sex, or sexual orientation. In addition, meetings shall not be held in a facility that is inaccessible to individuals with disabilities or where members of the public must make a payment or purchase in order to be admitted. (Government Code 54961)

(cf. 0410 - Nondiscrimination in District Programs and Activities)

Meetings shall be held within district boundaries, except to do any of the following: (Government Code 54954)

1. Comply with state or federal law or court order or attend a judicial or administrative proceeding to which the district is a party
2. Inspect real or personal property that cannot conveniently be brought into the district, provided that the topic of the meeting is limited to items directly related to the property

3. Participate in meetings or discussions of multiagency significance, provided these meetings are held within one of the other agencies' boundaries, with all participating agencies giving the notice required by law
4. Meet in the closest meeting facility if the district has no meeting facility within its boundaries or if its principal office is located outside the district
5. Meet with elected or appointed state or federal officials when a local meeting would be impractical, solely to discuss legislative or regulatory issues affecting the district over which the state or federal officials have jurisdiction
6. Meet in or near a facility owned by the district but located outside the district, provided the meeting agenda is limited to items directly related to that facility
7. Visit the office of the district's legal counsel for a closed session on pending litigation, when doing so would reduce legal fees or costs
8. Attend conferences on nonadversarial collective bargaining techniques
9. Interview residents of another district regarding the Board's potential employment of an applicant for Superintendent of the district
10. Interview a potential employee from another district

Meetings exempted from the boundary requirements, as specified in Items #1-10 above, shall still be subject to the notice and open meeting requirements for regular and special meetings when a quorum of the Board attends the meeting.

If a fire, flood, earthquake, or other emergency renders the regular meeting place unsafe, meetings shall be held for the duration of the emergency at a place designated by the Board president or designee, who shall so inform all news media who have requested notice of special meetings by the most rapid available means of communication. (Government Code 54954)

Traditional Teleconferencing

A teleconference is a meeting of the Board in which Board members are in different locations, connected by electronic means through audio and/or video. (Government Code 54953)

All teleconferenced meetings shall be conducted in a manner that protects the statutory and constitutional rights of the parties or the public appearing before the Board. (Government Code 54953)

The Board may use teleconferences for all purposes in connection with any meeting within the Board's subject matter jurisdiction. All votes taken during a teleconference meeting shall be by roll call. (Government Code 54953)

During the teleconference, at least a quorum of the members of the Board shall participate from locations within district boundaries. (Government Code 54953)

Unless a Board member participates by teleconference pursuant to the provisions described in the sections "Teleconferencing During a Personal Emergency," "Teleconferencing For 'Just Cause'" or "Teleconferencing During a Proclaimed State of Emergency" below, agendas shall be posted at all teleconference locations and shall list all teleconference locations whenever they are posted elsewhere.

All teleconference locations shall be accessible to the public and the public shall have the right to address the Board directly at each teleconference location. Additional teleconference locations may be provided to the public. (Government Code 54953)

All Board policies, administrative regulations, and bylaws shall apply equally to meetings that are teleconferenced. The Superintendent or designee shall facilitate public participation in the meeting at each teleconference location.

Teleconferencing During a Personal Emergency

Until January 1, 2026, with approval from the majority of the Board, a Board member may be permitted to participate in a meeting remotely when a physical or family medical emergency prevents the Board member from attending in person. The Board member requesting to appear remotely shall notify the Board of the emergency situation as soon as possible, and provide a concise general description of the circumstances relating to the Board member's need to appear remotely. The Board member shall not be required to disclose any disability, medical diagnosis, or personal medical information exempt under existing law. (Government Code 54953)

A Board member may not appear remotely under emergency circumstances for more than 20 percent of the Board's regular meetings or for more than three consecutive months. If the Board meets less than 10 times in a calendar year, a Board member may not appear remotely under emergency circumstances for more than two meetings. (Government Code 54953)

When a Board member is approved to participate remotely due to emergency circumstances, the Board member is not required to participate from a location which is accessible to the public and the location does not need to be identified on the agenda. (Government Code 54953)

If permitted to participate remotely, the Board member shall utilize both audio and visual technology and publicly disclose, before any action is taken, whether any other individuals 18 years or older are present in the remote location with the Board member, and the general nature of the member's relationship with such individuals. (Government Code 54953)

The district shall also provide public access to the meeting via a two-way audiovisual platform or a two-way audio service and a live webcast, with public comment being allowed via the remote platform as well as in person and the public shall be able to offer comments in real time. The agenda shall include information describing how members of the public can access the platform. (Government Code 54953)

If a disruption prevents broadcasting the meeting to members of the public using the call-in option or internet-based service option, or a disruption that is within the Board's control prevents members of the public from offering public comments using the call-in option or internet-based service option, the Board shall not take action on agenda items until public access to the meeting is restored. (Government Code 54953)

Teleconferencing for "Just Cause"

A Board member may be permitted to appear remotely, pursuant to the provisions below, for just cause for no more than two meetings per calendar year. A Board member appearing for just cause shall notify the Board at the earliest possible opportunity of the need to participate in the meeting remotely, including at the start of a regular meeting. (Government Code 54953)

Just Cause may exist for any of the following: (Government Code 54953)

1. A childcare or caregiving need of a child, parent, grandparent, grandchild, sibling, spouse, or domestic partner that requires a Board member to participate remotely

2. A contagious illness prevents a Board member from attending in person
3. A Board member has a need related to a physical or mental disability not otherwise reasonably accommodated
4. A Board member is traveling while on official business of the Board or another state or local agency

When a Board member participates remotely for just cause, the Board member is not required to participate from a location which is accessible to the public and the location does not need to be identified on the agenda. (Government Code 54953)

If the Board member participates remotely, the Board member shall utilize both audio and visual technology and publicly disclose, before any action is taken, whether any other individuals 18 years or older are present in the remote location with the Board member, and the general nature of the member's relationship with such individuals. (Government Code 54953)

The district shall also provide public access to the meeting via a two-way audiovisual platform or a two-way audio service and a live webcast, with public comment being allowed via the remote platform as well as in person and the public shall be able to offer comments in real time. The agenda shall include information describing how members of the public can access the platform. (Government Code 54953)

If a disruption prevents broadcasting the meeting to members of the public using the call-in option or internet-based service option, or a disruption that is within the Board's control prevents members of the public from offering public comments using the call-in option or internet-based service option, the Board shall not take action on agenda items until public access to the meeting is restored. (Government Code 54953)

Teleconferencing During a Proclaimed State of Emergency

Until January 1, 2024, the Board may conduct Board meetings by teleconference without posting agendas at all teleconference locations, identifying teleconference locations in meeting notices and agendas, allowing public access to each teleconference location, providing an opportunity for members of the public to address the Board directly at each teleconference location, and ensuring that at least a quorum of the Board participate from locations within district boundaries, during a proclaimed state of emergency pursuant to Government Code 8625-8629 in any of the following circumstances: (Government Code 54953)

1. State or local officials have imposed or recommended measures to promote social distancing
2. For the purpose of determining, by majority vote, whether as the result of the emergency meeting in person would present imminent risks to the health or safety of attendees
3. When it has been determined, by majority vote as described in Item #2 above, that as a result of the emergency meeting in person would present imminent risks to the health or safety of attendees

To conduct a teleconference meeting for these purposes the following requirements shall be satisfied: (Government Code 54953)

1. The notice and agenda shall be given and posted as otherwise required by the Brown Act
2. The notice and agenda of the meeting shall specify the means by which members of the public may access the meeting and offer public comments, including via a call-in or internet-based service option. Members of the public may be required to register to log in to a meeting when making

public comments through an internet web site or other online platform that is operated by a third-party and not under the control of the Board.

3. Members of the public shall be allowed to access the meeting, and the agenda shall provide an opportunity for members of the public to address the Board directly pursuant to Government Code 54954.3

4. Members of the public shall not be required to submit public comments in advance of a Board meeting and shall be provided an opportunity to address the Board and offer comments in real time

5. Public comment periods shall not be closed until the timed public comment period, if such is offered by the Board, has elapsed or, if not timed, until a reasonable amount of time per agenda item has been allowed

6. If during a Board meeting a disruption occurs which prevents the district from broadcasting the meeting to members of the public using the call-in option or internet-based service option, or in the event of a disruption within the district's control that prevents members of the public from offering public comments, the Board shall take no further action on any agenda item until public access via the call-in or internet-based service option to the meeting is restored

The district may, in its discretion, provide a physical location from which the public may attend or comment. (Government Code 54953)

The Board may continue to conduct meetings by teleconference, as specified above for teleconferencing during proclaimed states of emergency, by a majority vote finding within 30 days after teleconferencing for the first time, and every 30 days thereafter, that either: (Government Code 54953)

1. The state of emergency continues to directly impact the ability of the Board to meet safely in person

2. State or local officials continue to impose or recommend measures to promote social distancing

Policy Reference Disclaimer:

These references are not intended to be part of the policy itself, nor do they indicate the basis or authority for the board to enact this policy. Instead, they are provided as additional resources for those interested in the subject matter of the policy.

State

Ed. Code 35140

Ed. Code 35143

Ed. Code 35144

Ed. Code 35145

Ed. Code 35145.5

Ed. Code 35146

Ed. Code 35147

Gov. Code 11135

Gov. Code 3511.1

Gov. Code 54950-54963

Gov. Code 54953

Gov. Code 54954

Gov. Code 54954.2

Gov. Code 54956

Gov. Code 54956.5

Description

Time and place of meetings

Annual organizational meetings; date and notice

Special meeting

Public meetings

Agenda; public participation and regulations

Closed sessions; student matters

Open meeting laws exceptions

[Prohibition of discrimination](#)

Local agency executives

The Ralph M. Brown Act

Meetings to be open and public; teleconferencing

Time and place of regular meetings

Agenda posting requirements; board actions

Special Meetings

Emergency meetings

Gov. Code 7920.000 - 7930.170

Gov. Code 8625-8629

Federal

28 CFR 35.160

28 CFR 36.303

42 USC 12101-12213

Management Resources

Attorney General Opinion

Attorney General Opinion

Attorney General Opinion

Attorney General Opinion

Attorney General Opinion

Court Decision

Court Decision

Court Decision

CSBA Publication

Institute for Local Government
Publication

League of California Cities Publication

Website

Website

Website

Website

Website

Website

Cross References

Code

0410

0420.4

0420.4

0420.43

0450

0450

0460

0460

1113

1113

1160

1220

1220

1330

California Public Records Act

California Emergency Services Act

Description

Effective communications for individuals with disabilities

Nondiscrimination on the basis of disability; public accommodations; auxiliary aids and services

Americans with Disabilities Act

Description

78 Ops.Cal.Atty.Gen. 327 (1995)

79 Ops.Cal.Atty.Gen. 69 (1996)

84 Ops.Cal.Atty.Gen. 181 (2001)

84 Ops.Cal.Atty.Gen. 30 (2001)

88 Ops.Cal.Atty.Gen. 218 (2005)

Knight First Amendment Institute at Columbia University v. Trump, (2019) 928 F.3d 226

Garnier v. Poway Unified School District, (S.D. Cal. September 26, 2019) No. 17-cv-2215-W (JLB), 2019 WL 4736208

Wolfe v. City of Fremont, (2006) 144 Cal.App. 4th 533

The Brown Act: School Boards and Open Meeting Laws, rev. 2019

The ABCs of Open Government Laws, 2015

Open and Public V: A Guide to the Ralph M. Brown Act, 2016

[CSBA District and County Office of Education Legal Services](#)

[CSBA, GAMUT Meetings](#)

[Institute for Local Government](#)

[League of California Cities](#)

[California Attorney General's Office](#)

[CSBA](#)

Description

[Nondiscrimination In District Programs And Activities](#)

[Charter School Authorization](#)

[Charter School Authorization](#)

[Charter School Revocation](#)

[Comprehensive Safety Plan](#)

[Comprehensive Safety Plan](#)

[Local Control And Accountability Plan](#)

[Local Control And Accountability Plan](#)

[District And School Web Sites](#)

[District And School Web Sites](#)

[Political Processes](#)

[Citizen Advisory Committees](#)

[Citizen Advisory Committees](#)

[Use Of School Facilities](#)

1330	Use Of School Facilities
1330-E PDF(1)	Use Of School Facilities
1340	Access To District Records
1340	Access To District Records
1431	Waivers
2000	Concepts And Roles
2111	Superintendent Governance Standards
2121	Superintendent's Contract
2210	Administrative Discretion Regarding Board Policy
3100	Budget
3100	Budget
3280	Sale Or Lease Of District-Owned Real Property
3280	Sale Or Lease Of District-Owned Real Property
3311	Bids
3311	Bids
3312	Contracts
3314	Payment For Goods And Services
3314	Payment For Goods And Services
3516	Emergencies And Disaster Preparedness Plan
3516	Emergencies And Disaster Preparedness Plan
4117.14	Postretirement Employment
4141.6	Concerted Action/Work Stoppage
4141.6	Concerted Action/Work Stoppage
4241.6	Concerted Action/Work Stoppage
4241.6	Concerted Action/Work Stoppage
4312.1	Contracts
4317.14	Postretirement Employment
6112	School Day
6112	School Day
6173.1	Education For Foster Youth
7150	Site Selection And Development
7150	Site Selection And Development
7214	General Obligation Bonds
7214	General Obligation Bonds
7310	Naming Of Facility
7310	Naming Of Facility
9000	Role Of The Board
9005	Governance Standards
9012	Board Member Electronic Communications
9100	Organization
9121	President
9130	Board Committees
9140	Board Representatives
9220	Governing Board Elections
9230	Orientation
9270	Conflict Of Interest
9270-E PDF(1)	Conflict Of Interest
9310	Board Policies
9322	Agenda/Meeting Materials
9323	Meeting Conduct
9323.2	Actions By The Board

9323.2-E PDF(1)

9324

9400

[Actions By The Board](#)

[Minutes And Recordings](#)

[Board Self-Evaluation](#)