

## **DRAFT Minutes (Unadopted)**

### **ACSA Region 6 Board of Directors Meeting Minutes Contra Costa County Office of Education Friday, September 19, 2014**

**Present:** Carol Adams; Pavin Ahmadi; Nicole Anderson; Molleen Barnes; Jeff Brauning; Susan Burleson; CJ Cammack; Pamela Comfort; Hilary Dito; Luann Duggan; Bob Giannini; Helen Gladden; Janet Haun; Christine Herrera; Soleste Hilberg; Kara Holthe; Linda Hutcherson; Audrey Lee; Bob Lee; Rose Lock; Cindy Matteoni; Lisa Murphy-Oates; Brett Nelson; Chris Nelson; Denise Pinney; Hellena Postrk; Nia Rashichi; John Searles; Paulette Smith; Rob Stockberger; Pam Van de Kamp; Kim Watts; and Jean Wells

#### **Mission of ACSA**

*The mission of the Association of California School Administrators, the driving force of education in California and beyond, is to ensure the creation of communities of learning and teaching that serve both the aspirations of individual students and the greater good of society, through this unique and indispensable coalition distinguished by:*

- *bold and authoritative advocacy;*
- *dedication to the highest personal and professional ethics;*
- *inspirational networks of discovery and sharing of knowledge;*
- *mutual commitment to excellence; and*
- *universal accessibility to learning.*

#### **CALL TO ORDER**

The meeting was called to order at 7:34 a.m. by President Rob Stockberger.

#### **1. Adoption of the Agenda**

A motion to adopt the agenda was made by Luann Duggan and seconded by Cindy Matteoni. Motion carried unanimously.

#### **2. Action Items**

##### **2.1 Approval of April 18, 2014 Minutes**

##### **2.2 Treasurer's Report**

##### **2.3 Comptroller's Report**

Hellena Postrk requested that the Comptroller's Report, Consent Item 2.3, be pulled from the Consent Calendar for discussion and clarification.

A motion to approve the Consent Calendar Items 2.1 and 2.2 was made by Hellena Postrk and seconded by Luann Duggan. Motion carried unanimously.

Rob Stockberger asked everyone to introduce themselves and to give their name, position with ACSA, and their district and position.

##### **2.3 Comptroller's Report**

Hellena Postrk stated that she emailed the Comptroller's Report to everyone and would like to give some clarification for transparency. Hellena noted that although State ACSA had reduced the dollar amount of the rebates to the regions over the past several years, the amount that Region 6 provided to the Charters never changed. Now that State

ACSA is fully funding the regions, the dollar amounts in specific areas has been increased in a manner that will benefit all Region 6 members.

Hellena noted that she increased the Leadership Matters Account #22031 from \$6,000 to \$7,500 to cover the cost of the five additional Registration Certificates for the ACSA State Conference to give the opportunity for Charter Presidents to attend.

Hellena announced that there are funds available for Charter members to request scholarships to attend the ACSA Academies. Scholarships are given in \$250 increments and are given on a first come basis. Anyone wishing to request a scholarship needs to get their requests in early.

There was also an increase in the Professional Development Program for Local Charters, #23001, from \$1,000 to \$3,000 to assist Charters that offer professional development opportunities. Charters are encouraged to make their requests by contacting Bob Giannini.

Hellena said that the Region 6 budget increased from \$96,663.84 to \$106,764.41. The following accounts were increased accordingly.

Leadership Matters #22031	from \$6,000 to \$7,500
Professional Development Program Local (Charters) #23001	from \$1,000 to \$3,000
Professional Development Program Region Members #23002	from \$2,000 to \$4,000
Spring Conference Leadership Summit #24002	from \$7,500 to \$10,000
Planning Conference - Region VI #24003	from \$1,600 to \$2,000
Rebates to Charters #25001	from \$10,500 to \$11,200.57
Scholarships (college bound child) #26004	from \$3,000 to \$4,000

A motion was made by Susan Burleson and seconded by Luann Duggan to approve the Comptroller's Report. Motion carried unanimously.

## **2.4 Instructions to Delegates/President**

Bob reported that the October Delegate Assembly will be held in Los Angeles. He said that ACSA pays for the expenses for those delegates attending. As the second largest region, we have seven delegates. Linda Hutcherson and Janet Haun are unable to attend and he asked for volunteers to attend in their absence. Lisa Murphy Oates and Nia Rashichi volunteered to attend in their place.

Bob Lee mentioned how powerful attendance at the Delegate Assembly can be in having influence on the Board of Directors make sure consideration is taken to meet the best interests of the region.

Rose Lock gave a brief highlight of the upcoming Delegate Assembly agenda that will include, among others, a discussion on Smarter Balance and Vergara Lawsuit.

**Region Delegates Attending:**

- Kevin Grier
- Pamela Comfort
- Lisa Murphy-Oates for Janet Haun
- Nia Rashichi for Linda Hutcherson
- Rob Stockberger
- Karen Sakata
- Soleste Hilberg

Rob Stockberger explained that we moved from the largest to the second largest region in the state. The reason for this change was due to San Diego Unified School District paying for every district administrator, including classified managers, to become members of ACSA. San Diego will also be sending all their administrators to the November Leadership Summit in San Diego.

**3. REPORTS/DISCUSSIONS**

**3.1 President's Report/ Mini-Rep.**

President Rob Stockberger welcomed Nicole Anderson, State ACSA Diversity and Equal Access Executive. Nicole was the former Chair of the Equity, Achievement and Diversity for Success (EADS) Committee and has now joined State ACSA as part of the Member Services Division.

Nicole introduced herself as a former Principal working at Jessie Bethel Elementary School in Vallejo, a school named after her grandfather, a lifelong advocate for equity. She explained that her grandfather wanted to be a leading voice and wanted to make sure every kid has equal access. She is pleased to announce that State ACSA is starting a Mentoring Program and that more will be revealed at the Delegate Assembly in October and the Leadership Summit in November. ACSA has also partnered with CASA and CALSA in their outreach efforts to administrators.

Nicole said that as regions, we need to develop best practices and share them with others. She offered an invitation to make herself available and would like to come and visit school sites.

In response to Carol Adams' question on whether or not there was any plan to share LCAP and best practices, Nicole stated that State ACSA is working on the LCAP and everything will be imbedded into the new toolkits anticipated to be rolled out a year from now.

Rob reminded everyone that the State ACSA Leadership Summit in November will be held in San Diego and that this is a great opportunity to network and learn. He said that the Executive Committee recognizes the value of the Board of Directors and would like to use this forum to discuss topics worthy of dialogue.

**Emergency Procedures**

Rob said that Nicole used the term "Best Practices" and that we would like to compile a list of best practices regarding Emergency Preparedness. Terry Koehne has been with the San Ramon Valley Unified School District and will be joining the Contra Costa

County Office of Education and is an expert in Emergency Preparedness and CERT. Rob said that we will enlist Terry's help with these efforts.

### **AB 1575 Donations**

Another topic of importance is AB 1575 with regard to "donations" and asking for parent contributions. This topic has been at the center of increased Uniform Complaints. Kara Holthe shared an AB 1575 Complaint Form from Murietta School District.

There was extensive discussion regarding the lack of interpretation, fundraising, cheerleader uniforms, field trips, P.E. uniforms, locks, planners, caps and gowns, music instruments, school pictures, yearbooks, etc. The group overwhelmingly agreed that the message needs to be communicated by the Principal to all teaching staff, including coaches, support staff and anyone sending out information to parents.. This is an equity issue. Pamela Comfort offered setting up a training with an attorney as one of the Professional Development sessions this year.

### **3.2 Leadership Summit/Staff Dev.**

Pamela Comfort reported that Alan November will be conducting a three-day series at Del Valle Education Center in Walnut Creek on "Who Owns the Learning? Empowering Students and Teachers through Technology." She distributed the information to everyone.

Pamela noted that there will be Planning Committee meetings for the Region 6 Leadership Summit and distributed a Planning Timeline and a list of Planning Committee meeting dates and times. Anyone interested in serving on the Planning Committee is invited to attend.

Pamela and Cindy Matteoni are sending out a joint "Pay it Forward" letters to anyone that was a winner last year encouraging them to nominate a deserving colleague for recognition by their charter.

Pamela also announced that Michael Fullan is coming back on the first day of the Region 6 Leadership Summit next June. He and the district teams he is working with will report out on the second year of a three year project.

Anthony Mohammad will be there on the second day. Other presenters include, Jim Knight, Nolan Bushnell, and Eric Palmer. It will be an outstanding conference and will be held when school is out for the summer. Rob encouraged every school district to try and work with the leadership in their district to use this conference as an annual professional development opportunity.

### **3.3 Mentor Program**

Susan Burleson reported that the Region 6 Mentor Program is the most established program in the state. She noted there are only three or four others regions with a Mentor program. An article regarding the Mentoring Program will be in the upcoming ADVANCE. The Mentoring Program is informal and collegial. The mentors meet with

the new administrators to develop a level of trust to discuss such issues as time management and handling the politics.

Susan also thanked "Champions" an afterschool program for providing a \$2000 sponsorship for the Mentoring Program.

There is now an option for administrators to clear their Tier 2 credential by coaching for two years and there is a cost sometimes paid for by the district and/or the administrator. Susan clarified that mentoring and coaching are different.

Rob thanked and commended Susan for the great work she is doing with the Mentoring Program.

### **3.4 State Board of Directors**

Rose Lock reported that the State Board of Directors meets four times a year in person and holds phone conferences to take action on such items as political endorsements, taking into consideration of region input on the local and state level. State ACSA took no position in the State Superintendent of Schools race, but did endorse the Governor.

### **3.5 Political Action Update**

Bob Giannini reported that Karen Sakata was unable to be in attendance; however, Region 6 took part in interviews with Catherine Baker and Tim Sbranti. The team found them to have two very distinct styles and platforms, but were impressed with both candidates; therefore, they could not come to an agreement and made no recommendation to State ACSA.

### **3.6 Awards/WLN**

Cindy Matteoni is working on the nominations for the awards. Cindy provided everyone with the timeline for the ACSA awards and noted the deadline for Charter Presidents to submit their nominations is December 5, 2014. She encouraged everyone to put in a nomination for a deserving colleague.

Cindy said that she is forming a team to read and decide on the nominations that will meet in January.

### **3.7 Membership/Member Services**

Bob Lee reported for Kevin Grier. He said we are averaging about 200 new members per month. He reminded everyone to talk to their new administrators about the benefits of membership. Student Charters are a focus this year. State ACSA is looking at offering a reduced rate for husband/wife members. Bob distributed applications for regular and student charter memberships.

### **3.8 ADVANCE**

Bob Giannini reported that the ADVANCE is a member driven publication and is only as good as the information received. Photos are always a nice addition. Hilary Dito is working on the website that will have a link to the ADVANCE publication. The deadline for the next publication is today, with future deadlines being December 12, 2014; March 13, 2015; and June 5, 2015.

### **3.9 Region Consultant**

John Searles reported that he met with the Superintendents of Albany and Alameda regarding the new North Alameda County Charter. John was unable to meet with the new Berkeley Superintendent. He said there are three brand new Superintendents in North Alameda County.

John also reported that he spoke to Leo St. John who attended the services for Keith Parkhurst in North Monterey and that there were over 300 in attendance. Keith worked very closely with Region 6 and will be missed as a dear friend and colleague.

### **3.10 Community Liaison**

Bob Giannini reported that Garry Grotke was unable to attend today due to a meeting in his district. He said that State ACSA is doing better in their community outreach efforts. Bob said we are looking for partners for "Every Student Succeeding," and that if anyone has any contacts, to please let Bob or Garry know.

A motion was made by Luann Duggan and seconded by Kara Holthe to adjourn the meeting. Motion carried unanimously. The meeting adjourned at 8:54 a.m.

Next Board of Directors Meeting – January 9, 2015 Contra Costa Office of Education (Briones Room) and the last meeting will be held on April 17, 2015 in Pleasanton

Respectfully submitted,

Jean Wells  
ACSA Region 6 Secretary