Board of Trustees - Regular Meeting

Meeting Location: West Side Union Elementary School, Phoenix Hall
(1201 Felta Rd. Healdsburg) or Zoom
https://sonomacoe.zoom.us/j/88531892182?pwd=eWYvMm1IMXlldk93TmxzbFZrZUdUUT09
Meeting ID: 885 3189 2182 Passcode: 791035

Tuesday, October 14, 2025 @ 5:30pm
MINUTES

1. CALL TO ORDER - ROLL CALL ***Time: 5:31pm***

	Present	Absent
Allison Fraser Kosta, *President*		✔
Elvia Vega, *Clerk*	✔	
Emily Machi, *Trustee*	✔	
Sarra Brumand, *Trustee*	✔	
Dan Grout, *Trustee*	✔	
Rima Meechan, *Superintendent/Principal*	✔	

2. PLEDGE OF ALLEGIANCE **Led by** *Trustee Machi*

3. AGENDA APPROVAL - *Trustee Machi moves to approve; seconded by Trustee Brumand. Passes 4-0; 1 absent*

4. PUBLIC COMMENT ON NON-AGENDA ITEMS:

Andi Justice introduced herself as the new Office Assistant and shared that she is the parent of three West Side students in grades 1, 3, and 6. Karen Stepp, parent of a 1st and 2nd grade student, distributed a copy of an email she sent to the Board on October 14, 2025, regarding the revised morning drop-off procedures (see attached). Ms. Stepp provided a summary of the email during the meeting. Several parents and a grandparent of two students who were present expressed concerns regarding safety when the campus is open to parents during morning drop-off. A few parents participating via Zoom expressed support for allowing parents to access the playground during this time. Three teachers participating via Zoom stated that the faculty supports the newly revised "Morning Drop-off Procedures" and emphasized the safety of all students, as well as the support for independence in their developmental growth. A classified staff member also spoke, noting safety considerations and the challenges of supervising students when multiple adults are present on the playground. A parent requested the creation of a designated community gathering area on campus. Superintendent Meechan suggested forming a stakeholder committee to explore this idea.

5. CONSENT CALENDAR - *Trustee Brumand moves to approve; seconded by Trustee Grout. Passes 4-0; 1 absent*

6. REPORTS

6.1 Board of Trustees Report - *Trustee Brumand attended the September FEF meeting and shared that the focus this year will be on the top fundraising events from last year. Thank you to all of the FEF members for their continued support of the enrichment programs at West Side.* *Suggestion made to add an FEF Report line on future agendas.
6.2 Superintendent/Principal Report – *see summary sheet*
6.3 West Side Teacher Report - *see none*
6.4 West Side Classified Staff Report - *Ms. Charmaine shared that things are going well for yard duty staff.*
6.5 Measure F Bond Project Update Report - *see summary sheet*

7. DISCUSSION AND ACTION ITEMS

7.1 Consideration of Presentation and Approval Regarding the Revised Aftercare Program Handbook & Fee Schedule

Trustee Brumand and Trustee Vega thanked parents for their articulate input, ideas, and research. The committee learned valuable information about ELO-P funding and how it can be used to lower costs for paying families, Both Trustees met with Mrs. Meechan and Ms. Lacie to review information, and a new sliding scale fee schedule and handbook were created to support families with more flexible and affordable aftercare service. A parent expressed appreciation and gratitude to Trustee Brumand, Trustee Vega, Mrs. Meechan, and Ms. Lacie for hearing the input and implementing affordable and accessible changes so quickly for the families.

- *Trustee Brumand moves to approve; seconded by Trustee Grout. Passes 4-0; 1 absent*

7.2 Consideration of Presentation and Approval Regarding the Revised Drop-Off Procedures in the Student & Parent Handbook

Trustee Machi moves to approve; seconded by Trustee Grout. Passes 4-0; 1 absent

7.3 Consideration of Presentation of Board Self-Evaluation for 2024-25 Goals and Approval of 2025-26 Goals

Due to the unavoidable absence of the Board President, this agenda item was tabled to the November meeting.

7.4 Consideration of Presentation and Approval of AB1200 Public Disclosure & Salary Schedule for Aftercare Assistant Positions

Trustee Brumand moves to approve; seconded by Trustee Machi. Passes 4-0; 1 absent

7.5 Consideration of Presentation Regarding CSBA Policy Updates October 2025 - ***First Read***

8. FUTURE AGENDA ITEMS

First Interim Budget Report - December	Annual Meeting - December
Measure F Bond Project Updates	Audit Reports - January
Certificated Negotiations	Conflict of Interest Code

9. NEXT MEETING: November 18, 2025

10. **PUBLIC COMMENT ON CLOSED SESSION:** Any person may address the Board on any Closed Session item or any item not listed on the Closed Session agenda. Pursuant to the Brown Act, the Board cannot consider issues or take action on requests during this comment period. Time is limited to three minutes per person. - *see none*

Time: 7:15 p.m.

11. CLOSED SESSION: With respect of every item of business to be discussed in closed session pursuant to Government Code Section 54957.

a. Conference with Labor Negotiator Pursuant to Government Code 54957.6
Agency Negotiator: Rima Meechan, Superintendent
Employee Organization: West Side Teachers Association

12. RECONVENE TO PUBLIC MEETING/CALL TO ORDER *Time: 7:25 p.m.*

13. CLOSED SESSION REPORT

Action Taken: *no action taken*

14. ADJOURNMENT - *Trustee Vega adjourns the meeting at 7:49 p.m.*