



BOARD OF EDUCATION

Dave Westin, President
Teresa Blackmer, Vice-President
Mary Leland, Member
Adam Menke, Member
Sandra Vargas, Member

SUPERINTENDENT

Dayton Gilleland, Ed.D.

930 Westacre Road • West Sacramento, CA 95691 • (916) 375-7600 • Fax (916) 375-7619 • www.wusd.k12.ca.us

September 1, 2011

Honorable David W. Reed
Yolo County Courthouse
725 Court Street, Department 6
Woodland, CA 95695

Honorable David W. Reed:

This correspondence is in regards to the Grand Jury, County of Yolo's report for the 2010-2011 in which it referenced the Washington Unified School District and Yolo High School Site Council. Per the requirements of responding to the findings and recommendations of the report, the Washington Unified School District and Yolo High School respectfully submit the following:

Recommendations

There were two (2) recommendations made by the Grand Jury, both of which appear to be reasonable and obtainable. Washington Unified School District and Yolo High School accepts Findings F1-F4 and will act on these recommendations.

Recommendation 1. *WUSD should monitor the District's schools to ensure that site councils are properly constituted and valid SPSAs are submitted.*

The District took steps to remedy the problem with the Yolo High School Site Council (YHSSC) as soon as the original complaint was made and immediately began planning for more effective monitoring of all district schools to ensure that site councils are properly constituted and valid SPSAs are submitted. The district plan includes the following components:

- The purchase of an online SPSA template (SPARCS) to facilitate the development of comprehensive and compliant SPSAs, including SSC membership information. The online program also allows for ongoing monitoring by district office staff who can review progress on the plan at any time.
- The scheduling of collaborative SPSA work sessions at which all principals (and other key site staff) will come together to receive training and to work on various components of the SPSA using the new online template. The meetings will provide opportunities for ongoing monitoring and sharing of best practices. Five meetings have been scheduled for the 2011-12 school year.

Honorable David W. Reed
Judge of the Yolo Superior Court, Department 6
Page Two
September 1, 2011

- The creation of a planning calendar to be provided to all site administrators which highlights key planning activities and important topics for SSC meeting agendas
- The development and distribution of planning resources, such as sample SSC by-laws and templates for SSC agendas.

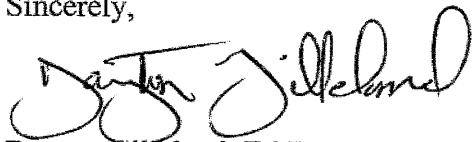
It is the district's belief that implementation of these support structures will ensure that all district schools will clearly understand the requirements regarding the composition of the SSCs and the role of the SSC in the development and approval of valid SPSAs.

Recommendation 2. *Yolo High School should retain and make available copies of school site council meeting notices, agendas and minutes.*

As detailed above, Yolo High School will be an active participant in the District's plan to facilitate and support the work of the schools in the establishment of properly constituted school site councils and the development and submission of valid SPSAs. Yolo High School, through the leadership of the school principal, shall convene the SSC on a regular monthly basis, post notices of where and when meetings shall occur, with an agenda, ensure that elected personnel attending the meeting conform to the by-laws, and shall keep the minutes of the meetings. In short, Yolo High School will adhere to the recommendations of R2 from the Grand Jury Report.

Should you have any additional questions or require further information, please do not hesitate to contact me at 916-375-7604, ext. 1236 or dgilleland@wusd.k12.ca.us.

Sincerely,



Dayton Gilleland, Ed.D.
Superintendent

RESPONSE TO GRAND JURY REPORT

The governance of responses to the Grand Jury Final Report is contained in Penal Code §933 and §933.05. Responses must be submitted within 60 or 90 days. Elected officials must respond within sixty (60) days, governing bodies (for example, the Board of Supervisors) must respond within ninety (90) days. Please submit all responses in writing and digital format to the Advising Judge and the Grand Jury Foreperson.

Report Title: Grand Jury Final Report 2010-2011 Report Date: June 30, 2011

Response by: Dayton Gilleland, Ed.D. Title: Superintendent

FINDINGS

☒ I (we) agree with the findings numbered:

F-1 through F-4

☐ I (we) disagree wholly or partially with the findings numbered:

RECOMMENDATIONS

☒ Recommendations numbered: R1, R2
have been implemented (attach a summary describing the implemented actions).

☐ Recommendations numbered: _____
require further analysis (attach an explanation of the analysis or study, and the time frame for the matter to be prepared by the officer or director of the agency or department being investigated or reviewed; including the governing body where applicable. The time frame shall not exceed six (6) months from the date of the Grand Jury Report).

☐ Recommendations numbered: _____
will not be implemented because they are not warranted and/or are not reasonable (attach an explanation).

Date: 9/1/11 Signed: Dayton Gilleland

Total number of pages attached 1

Washington Unified School District accepts Findings F1 through F4 and will act on Recommendation R1.

R1. WUSD should monitor the District's schools to ensure that site councils are properly constituted and valid SPSAs are submitted.

The District took steps to remedy the problem with the Yolo High School Site Council (YHSSC) as soon as the original complaint was made and immediately began planning for more effective monitoring of all district schools to ensure that site councils are properly constituted and valid SPSAs are submitted. The district plan includes the following components:

- The purchase of an online SPSA template (SPARCS) to facilitate the development of comprehensive and compliant SPSAs, including SSC membership information. The online program also allows for ongoing monitoring by district office staff who can review progress on the plan at any time.
- The scheduling of collaborative SPSA work sessions at which all principals (and other key site staff) will come together to receive training and to work on various components of the SPSA using the new online template. The meetings will provide opportunities for ongoing monitoring and sharing of best practices. Five meetings have been scheduled for the 2011-12 school year.
- The creation of a planning calendar to be provided to all site administrators which highlights key planning activities and important topics for SSC meeting agendas
- The development and distribution of planning resources, such as sample SSC by-laws and templates for SSC agendas.

It is the district's belief that implementation of these support structures will ensure that all district schools will clearly understand the requirements regarding the composition of the SSCs and the role of the SSC in the development and approval of valid SPSAs.

Yolo High School accepts Findings F1 through F4 and will act on Recommendations R1 and R2.

As detailed above, Yolo High School will be an active participant in the District's plan to facilitate and support the work of the schools in the establishment of properly constituted school site councils and the development and submission of valid SPSAs.

R2. YHS should retain and make available copies of school site council meeting notices, agendas and minutes.

Yolo High School, through the leadership of the school principal, shall convene the SSC on a regular monthly basis, post notices of where and when meetings shall occur, with an agenda, ensure that elected personnel attending the meeting conform to the by-laws, and shall keep the minutes of the meetings. In short, Yolo High School will adhere to the recommendations of R2 from the Grand Jury Report.