

SAUSALITO MARIN CITY SCHOOL DISTRICT
SAUSALITO, CALIFORNIA

BOARD OF TRUSTEES
REGULAR MEETING
MINUTES

May 21, 2009

CLOSED SESSION: CANCELLED
REGULAR SESSION: 7:04 PM

MEMBERS PRESENT:

Mark Trotter, President

Karen Benjamin

Thomas Newmeyer

Shirley Thornton

William Ziegler

Debra A. Bradley, Superintendent and Secretary to the Board

Others Present: Juanita Edwards, Harold Oden, Rob White, Julius Holtzclaw, Cherisse Baatin, Fran Nelson, Megan Bolduc, Fran Nelson, Natalie Senkins, Herman Privette, Dave Barni, Edgar Furlong, Louis Edney, Wendy Powel, Dave Barni, Deachen Turner, Janay Garrard, Sholanda Woods, Jessica Rassmussen and her parents, Carol Cooper, Bruce Huff, Sharon Turner, Keith Fontana, Susan Morris, William Gargan, Margaret Bonardi and Kathy Blazei and Patty Swisshelm taking notes.

President, Mark Trotter, called the meeting of the Sausalito Marin City School District Board of Trustees to order at 7:04 p.m.

Call to Order

M/s/c Thornton/Benjamin/all to note that the representatives for Item 18 may be arriving late and to approve the remaining agenda order

Agenda Order

CLOSED SESSION

CLOSED SESSION

The closed session was **cancelled**.

OPEN SESSION

OPEN SESSION

RECOGNITIONS

RECOGNITIONS

The Board recognized Marin County Office of Education Golden Bell Awards - District Outstanding Teachers and Outstanding Classified Support Person of the Year:

Golden Bell Awards

- Mr. Louis Edney, Special Education Instructional Assistant at Martin Luther King, Jr. Academy
- Ms. Wendy Powell, 6th – 8th Grade Math Teacher at Willow Creek Academy
- Mr. Dave Barni, PE/Wellness Teacher at Bayside Elementary

Ms. Powell, Mr. Barni and Mr. Edney will be honored with faculty and staff from each district in Marin County at the Golden Bell Education Evening on May 28, 2009.

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Coach, Dave Barni, introduced the County Champions of the Girls "A" 400 Meter Relay Team:

- Deachen Turner Grade 6
- Janay Garrard Grade 7
- Sholanda Woods Grade 7
- Jessica Rasmussen Grade 8

County Champions Girls "A" 400 Meter Relay Team

Coach Barni shared that Jessica Rasmussen had also placed first in the 100 Meter Dash.

Coach Barni also acknowledged the first place winner of the 400 meter race, Kyle Flanagan, Grade 8.

On May 8, 2009 at the College of Marin, 500 students representing more than 30 schools competed in the 6th/7th/8th grade County Track Meet Finals.

Awards, congratulations and lots of pictures completed the presentation. A short video, titled The Panthers at College of Marin 2009, created by Juanita Edwards, was viewed. As the video says, "It took 19 years, but you did it!"

The Board acknowledged receipt of books estimated at \$1,154.53, which were donated by Trustee Karen Benjamin to the libraries of the District's three schools.

Book Donation

BOARD EDUCATION VISION

BOARD EDUCATION VISION

Superintendent Bradley and President Trotter announced that at a special Board meeting on May 16, 2009, the Board took action to approve the following Vision Statement:

**VISION OF SAUSALITO MARIN CITY SCHOOL DISTRICT
ALL STUDENTS
ARE ACADEMICALLY AND SOCIALLY PREPARED
TO COMPETE AND BE SUCCESSFUL
AT EACH GRADE LEVEL**

EDUCATION

EDUCATION

Principal Baatin's report for Bayside Elementary School and Martin Luther King, Jr. Academy included information on:

Principal's Report

- Bayside Open House with barbeque and violin music
- MLK Open House with steel pan drums and remote controlled robots
- June 10: Grade 8 Promotion, 6:00 pm
- June 10: Grade 5/6 Step Up, 10:30 am
- June 11: Kindergarten Step Up, 10:30 am

Megan Bolduc's and Juanita Edwards' report for School Site Council/PTSA included information on:

School Site Council/PTSA Report

- PTA elections in November
- Grades 5-8 Transition Day with a grant from The Youth Leadership Institute, June 4, 10:00 to 2:00

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Head of School Cooper's report for Willow Creek Academy included information on:

Willow Creek Academy Report

- Grade 5: Angel Island camping trip
- Grade 8: Yosemite trip next week
- Grade 8: Graduation, June 8, the Bay Model, 10:30 am
- Crossing the Bridge Ceremony, June 11, school courtyard, 10:30 am

Trustee Benjamin suggested students occasionally sharing their experiences with the Board at future Board meetings.

Enrollment Report

Enrollment Report

Business Manager, Margie Bonardi, reviewed the monthly enrollment report showing gains and losses to the District:

School	August 2008	May 19, 2009
Bayside Elementary	121	127
MLK, Jr. Academy	29	27
Willow Creek Academy	151	153

Trustee Thornton asked whether the District has data on why students leave the District. Mr. Rob White can compile information using the Aeries software.

Superintendent Bradley introduced Mr. Rob White, who recently joined the District to work with numerous required data driven reports. Mr. White reported that he will be working with teachers/staff to increase their knowledge and use of Aeries.

Superintendent Bradley reported that today, the state released STAR Assessment Growth Targets – 2009.

STAR Assessment Growth Targets – 2009

SAUSALITO DISTRICT TEACHERS ASSOCIATION

SDTA

M/s/c Thornton/Newmeyer/all to ratify the Sausalito District Teachers Association (SDTA) Agreement for the 2009/2010, 2010/2011, 2011/2012 school years.

Agreement for the 2009/2010, 2010/2011, 2011/2012 School Years

President Trotter noted that Mr. Latchaw had done a good job negotiating the contract.

WILLOW CREEK ACADEMY

WILLOW CREEK ACADEMY

M/s/c Benjamin/Ziegler/all to approve the Willow Creek Academy Financial Report

WCA Financial Report

The Memorandum of Understanding and the Facilities Use Agreement were reviewed by the Subcommittee on Willow Creek Academy Negotiations for the 2009/2010 school year at a meeting on Friday, May 15, 2009. Superintendent Bradley distributed final versions for Board consideration.

Memorandum of Understanding and Facilities Use Agreement

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WCA Director, Bruce Huff, shared that he thought that this MOU is the best produced yet. He thanked the Board for the way these negotiations were handled; agreements were made that can be relied on. The WCA Board approved both agreements last night at their Board meeting.

District Trustees, Dr. Shirley Thornton and Bill Ziegler, thanked Mr. Huff for his enormous time commitment to the agreements with the charter school.

Mr. Huff announced that he would resign from the Willow Creek Academy Board as of June 30, 2009, having been one of its original members. A celebration is planned on June 17 at Saylor's Landing in Sausalito at 7:30 pm.

M/s/c Benjamin/Ziegler to approve the Memorandum of Understanding

M/s/c Benjamin/Ziegler to approve the Facilities Use Agreement

There was a brief discussion regarding participation by WCA in the summer school program; legal counsel advises that students attending WCA can participate. Mr. Huff indicated that WCA had discussed this topic the prior evening and would be happy to participate; WCA will incorporate the cost should any WCA student wish to attend. Summer school will be held at Martin Luther King, Jr. Academy with Cherisse Baatin as Summer School Principal; advertising for teachers has begun..

Summer School – 2009

M/s/c Benjamin/Ziegler/all to welcome students of WCA to the Summer School program, with financial support from WCA

FACILITIES

Harold Oden reviewed the five year Deferred Maintenance Schedule, 2009 - 2014. Replacement of manual flush valves with automatic flush valves is scheduled at the District's three schools during the 2009/2010 school year.

FACILITIES

Five Year Deferred Maintenance Schedule

BOND

The Board discussed the status of the contract with AXIS Architects. Correspondence sent to AXIS Architects on Friday, May 15, 2009, at the direction of the Facilities Subcommittee.

Cory Creath summarized the District's approval of paying AXIS \$30,000 based on the 9.1% of the adjusted value of \$1.8 million. AXIS responded in a letter of May 20, 2009 explaining that the 9.1% would be a fair fee if this project of this size had gone according to plan in late 2007. AXIS has invested \$125,399 into the project for which the District is offering to pay approximately \$31,000 of it. \$125,000 - \$31,000 = \$94,000 in the hole. Cory was again requesting that the Board consider the May 20, 2009 letter requesting a payment of \$80,000. Cory referred to AXIS January 12, 2009 letter explaining the additional services and the original request of \$80,000. Cory requested a meeting with a District Representative Bill Gargan, but that did not occur.

BOND

AXIS Architects

Trustee Trotter stated that the Facility Subcommittee doesn't agree to the \$80,000 request since the out of pocket costs are based on billing

rates. Plus, it is based on service after the fact. The Board has decided on a peer review to answer the outstanding questions as to if District will receive DSA sign off on this project. Trustee Trotter stated that AXIS is coming after the fact to request additional fees. Cory Creath agreed that it was his fault not to raise his hand notifying the Board of increased costs. Cory stated that he was working on good faith and not wanting to delay the project. Cory had the right to produce a work authorization in June but he didn't because he wanted the project to move forward. Cory then wrote a fee increase letter to Superintendent Bradley in October. There was dialogue between AXIS and the District from the middle of October, then November, then December. In November, Past Trustee Whitney Hoyt had given Cory Creath some indications that there would be a dialogue concerning AXIS consultants. AXIS waited until March and then wrote a letter informing the Board of an AXIS work stoppage.

Trustee Trotter stated and Cory Creath agreed that the requested amount had increased with each of AXIS requests for additional fees. Trustee Zeigler discussed the potential underbidding of the project, the cost overruns, the project's extended schedule, the DSA changes, AXIS inexperience with DSA process, the need to abide by the contract between AXIS and the District. Trustee Trotter and Bill Gargan agreed that the whole process was complicated and confusing. Trustee Benjamin inquired as to what prevented AXIS to come and ask for additional fees after the first four months of the project. The contract is for the time period from start to finish and if the contract went beyond the time period, then AXIS needed to renegotiate their contract. Cory Creath agreed that he should have requested additional services to be authorized ahead of time. Trustee Trotter stated that he cannot recommend to the Board to give AXIS more money.

Trustee Zeigler reviewed the payment 9.1% of the construction cost or the payment based on Time & Material costs. Cory Creath accepts the fact that AXIS payments are covered from this point going forward. AXIS is now waiting for an answer to the \$80,000 request which will not make AXIS whole. AXIS deducted \$50,000 from their full billing rate of \$175,000 additional fee request resulting in the \$125,000 figure. The District proposes to offer AXIS \$30,000. AXIS is asking the Board to consider paying AXIS \$80,000 instead of the \$30,000 District proposal. Cory acknowledged that AXIS should have requested additional compensation sooner in the project.

Trustee Trotter stated that the Board does not discount the fact that AXIS reduced their additional service request by \$50,000. The Board has already approved a \$45,000 payment to AXIS and is now offering an additional \$30,000. Trustee Trotter said if the request had been timely, then the Board could have made some choices and considered the options such as not remodeling the tree-house restrooms. That is not the case now since the budget is so tight.

Cory Creath stated that AXIS is not concerned about moving the project to DSA close out. DSA has not notified AXIS that there are problems to date. Cory is concerned that AXIS has not been consulted since the change order to MA Davies has been granted, and does not want the changes to be AXIS fault during DSA close out. Previous to the signed change order there were 240 RFI's, now there is zero.

Discussion concerning consent agenda item #41 Ratification of peer review of AXIS Architect + Design by Sally Swanson Architects. It may

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be illegal to start a project without DSA approved plans. Sally Swanson Architect's David Carpenter is objectively reviewing the Bayside Multipurpose Room Renovation project to see if the project will be passed by DSA.

Keith Fontana of MA Davies stated that the Multipurpose Room will be finished by next school year, but the close out may be potential delay. MA Davies is sending emails to Bill Gargan regarding the lack of details in the plans. These emails are not being generated as RFI's to AXIS since the questions are not related to the plan details.

MLK Jr. Academy Project Multipurpose Room Theater Stage Lighting and Audio/Visual System

Bill Gargan reviewed the QZAB funding and contingency monies with Margie Bonardi. The QZAB will be used for audio/visual hardware. He recommended to go forward with the installation of the audio/visual equipment since the infrastructure is being installed in the gymnasium to date. Bill Gargan recommended to order a larger projection screen than what is called out in the original specs. The MLK multipurpose room construction is now off the critical path of the schedule, although the MLK August 19th opening will have the students in the classroom but the multipurpose room will not be fully completed. Bill Gargan recommended the Board's approval of change order request numbers 62 & 63.1

MLK Jr. Academy
 Project Multipurpose
 Room Theater Stage
 Lighting and
 Audio/Visual System

Martin Luther King Jr. Academy Project Alten General Contractor Outstanding Change Order Requests:

Trustee Trotter stated that these change order requests were reviewed and recommended for approval at the May 7, 2009 Facility Subcommittee meeting.

MLK Jr. Academy
 Project Alten General
 Contractor
 Outstanding Change
 Order Requests

COR	EVENT	DOLLARS
COR 40.1	Extra Cost for Running Duct Vertical	7,500
COR 54.1	Install Downspouts	10,000
COR 56.1	Fire Sprinkler Elevator Machine Room	6,542
COR 62	Electrical Costs Stage Lighting	49,553
COR 63.1	Reinstall Stage, Paint, Frame	5,610
COR 65	Hollow Metal Frame at Window	2,896
COR 66.1	Welding Angle Iron Inside Curb	473
COR 67	Kitchen Redesign	9,466
COR 69	Credit for Changing FRP	- 400

M/s/c Zeigler/Benjamin/all to approve the outstanding MLK Alten change order requests; COR 40.1, COR 54.1, COR 56.1, COR 62, COR 63.1, COR 65, COR 66.1, COR 67, COR 69.

CONSENT AGENDA

CONSENT AGENDA

M/s/c – Roll Call Zeigler/Benjamin Ayes 5 Noes 0 to approve, accept or ratify:

- Minutes of the regular meeting of March 26, 2009
- Minutes of the special meeting of April 7, 2009
- Minutes of the regular meeting of April 23, 2009
- Minutes of the special meeting of May 7, 2009
- Minutes of the special meeting of May 15, 2009
- Minutes of the special meeting of May 16, 2009
- Minutes of the Facilities Subcommittee meeting of May 7, 2009
- Payment of warrants under:
 - Batch 66 Fund 01 in the amount of \$30,470.26
 - Batch 66 Fund 21 BOND in the amount of \$78,113.31
 - Batch 66 Fund 40 in the amount of \$3,150.22
 - Batch 67 Fund 01 in the amount of \$33,432.45
 - Batch 67 Fund 13 in the amount of \$2,294.15
 - Batch 67 Fund 40 in the amount of \$9,997.62
 - Batch 68 Fund 01 in the amount of \$16,375.37
 - Batch 68 Fund 21 BOND in the amount of \$198,705.46
 - Batch 68 Fund 40 in the amount of \$2,500.00
 - Batch 69 Fund 01 in the amount of \$27,961.43
 - Batch 69 Fund 13 in the amount of \$4,508.80
 - Batch 69 Fund 21 BOND in the amount of \$280,073.00
 - Batch 69 Fund 40 in the amount of \$45,381.15
 - Batch 70 VOIDED
 - Batch 71 Fund 21 BOND in the amount of \$75,821.00
 - Batch 72 Fund 01 in the amount of \$111,539.56
 - Batch 72 Fund 13 in the amount of \$1,685.57
 - Batch 72 Fund 21 BOND in the amount of \$310.00
 - Batch 72 Fund 40 in the amount of \$290.37
- District School Calendar for the 2009/2010 School Year
- New Hire – CELDT Tester/Coordinator, Janice Philips, effective May 22, 2009, to replace resigning employee
- Additions/deletions of approved signatures to the current Martin Luther King Jr. Academy Student Body account
- Administrative Regulations 3516.1 Fire Drills and Fires
- Administrative Regulations 3516.2 Bomb Threats
- Administrative Regulations 3516.3 Earthquake Emergency Procedure System
- Board Policy 3516.5 Emergency Schedules
- Second reading and action on Board Policy/Administrative Regulations 0450 Comprehensive Safety Plan
- Director of Facilities and Operations' Report
- Field Trip: **Destination:** China Camp State Park, 101 Peacock Gap, San Rafael, CA 94901 **Dates:** 5/27-29, Alternate Dates: 5/25-28 **Teachers:** McDonald, Mitchell, Griffin, Moore, Nielson, Barni **Grades:** 7/8
- Field Trip: **Destination:** MLK, 610 Drake Avenue **Date:** 06/04/09 **Teachers:** West & Horn **Grades:** 5 & 6
- Field Trip: **Destination:** Fort Cronkite Rodeo Beach, Golden Gate National Recreation Area **Date:** 06/05/09 **Teacher:** Franz/Horn/Barni **Grades:** 3 – 6
- Ratification of Peer Review Contract

ADMINISTRATIVE AND EXTERNAL

**ADMINISTRATIVE
AND EXTERNAL**

The Board considered **Resolution # 598** To Authorize Departmentalized Instruction, an agreement to allow Debra Moore to teach outside her credential area.

Assignment of
Certificated Employee,
Resolution # 598

M/s/c – Roll Call Thornton/Benjamin Ayes 5 Noes 0 to approve Resolution #598 To Authorize Departmentalized Instruction

The Board Presidents and Superintendents of Mill Valley School District and Sausalito Marin City School District respectively, along with the Marin County Superintendent of Schools, have met to review a viable document regarding current and future residents of the Tennessee Woods and Tennessee Glen area of the Sausalito Marin City School District. The proposed Agreement has been reviewed by legal counsel.

Tennessee Woods
and Tennessee Glen
Attendance Agreement

Mr. Trotter elaborated on history and the lead up to reimbursement between districts while allowing flexibility for parents.

M/s/c Ziegler/Thornton/all to approve the Tennessee Woods and Tennessee Glen Attendance Agreement

President's Report: No report

President's Report

Trustee Thornton reported her attendance at the last Marin Teachers Network (MTN) before funding and other issues compel a one year hiatus and regroup. She brought a book from Gretchen Muller to share, titled What's Math Got to Do With It?

Board Reports

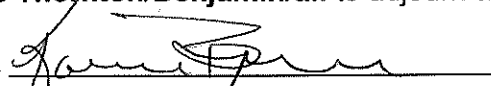
Trustee Benjamin, noting that she had recently been introduced to My Space and Face Book, expressed her concern about how students use it. She suggested that a representative from Tamalpais High School do a bridging in-service with teachers, parents and students in upper grades regarding safety and security issues; parents need to know. Edgar Furlong shared that there is a program that parents can install on their computer that helps them address the issues at home. Ellen Franz reported that teachers are already working on this in the classroom; it must be talked about. Superintendent Bradley reassured the Board that District computers have firewalls that notice the school of violations. Ms. Bolduc will attend 'Antibullying Phase 2' this summer and share what she learns with teachers. Superintendent Bradley noted that to accommodate a Parent Night is currently a challenge with all the construction and moving taking place but that it would be made a high priority. Sharon Turner indicated that she would also be very interested.

No report.

Superintendent's
Report

M/s/c Thornton/Benjamin/all to adjourn at 9:50pm

ADJOURNMENT

Clerk  Date 7-23-09

Secretary _____

FUTURE BOARD MEETING DATES

All meetings are held at the District Office, 630 Nevada Street, Sausalito at 7:00 pm unless otherwise noted. *The first meeting date of each month will be allocated to, additional special meetings on bond and facilities issues, special meetings, community forums, etc. as needed. The only or second meeting date of each month will be allocated to regular board meetings.

FUTURE BOARD MEETING DATES

June 11	Two meetings in June
June 23	Tuesday
July 23	One meeting due to summer break
August 13*	
August 27	
September 10*	
September 24	
October 8*	
October 22	
November 19	One meeting in November due to holidays
December 10	One meeting in December due to holidays

UPCOMING EVENTS/IMPORTANT DATES

May 24	Caledonia Street Fair, 11:00 am to 6:00 pm
May 25	Memorial Day Holiday – No School
May 28	Golden Bell Education Evening Dominican University Angelica Hall on Thursday, May 28, 2009 at 4:30 p.m. Followed by Reception in Caleruga Hall
June 2-7	MLK trip to Boston
June 8	8 th Grade Promotion - Willow Creek Academy
June 10	8th Grade Promotion – Martin Luther King, Jr. Academy 6:00 pm at MLK Field and MPR
June 10	6th Grade Promotion – Bayside Elementary 10:30 am at Bayside in KPOD courtyard
June 10	Crossing the Bridge Ceremony and Last Day of School - Willow Creek Academy
June 10	Last Day of After School Program – District Wide
June 11	Last Day of School/Minimum Day – Bayside and MLK
June 12	Last Teacher Work Day – Bayside and MLK

UPCOMING EVENTS/IMPORTANT DATES

FUTURE CHARTER SCHOOL BOARD MEETING DATES

All meetings are held at Willow Creek Academy campus at 6:30 pm unless otherwise noted.

FUTURE CHARTER SCHOOL BOARD MEETING DATES

June 17, 2009