

SAUSALITO MARIN CITY SCHOOL DISTRICT
SAUSALITO, CALIFORNIA

BOARD OF TRUSTEES
REGULAR MEETING
MINUTES

June 11, 2009

REGULAR SESSION: 7:00PM
CLOSED SESSION: 9:25 PM

MEMBERS PRESENT:

Mark Trotter, President, arrived at 8:23 pm

Karen Benjamin

Thomas Newmeyer

Shirley Thornton

William Ziegler

Debra A. Bradley, Superintendent and Secretary to the Board

Others Present: Orlando Lobo, Ruth Nenabor, Ellen Franz, Fran Nelson, Susan Morris, Cherisse Baatin, Deborah Osburn, Clark Warden, Edgar Furlong, Julius Holtzclaw, Megan Bolduc, William Gargan, Harold Oden, Linda Bennet, Carol Cooper, Jim Flavell of Marin Community Foundation, Margaret Bonardi and Kathy Blazei and Patty Swisshelm taking notes.

Vice President, Dr. Shirley Thornton, called the meeting of the Sausalito Marin City School District Board of Trustees to order at 7:00 p.m.

Call to Order

M/s/c Benjamin/Ziegler/all to reschedule closed session to immediately follow open session, table Item #18 and approve remaining agenda order

Agenda Order

RECOGNITION

RECOGNITION

The Sausalito District Teachers Association (SDTA) contract [Article XIV, Section 6] contains a provision for merit pay recognition: "Unit members may present a proposal indicating in brief why they believe they are eligible. The standard shall be unit member's work that has contributed to "significant pupil progress." A Committee composed of Dave Barni, Jennifer Banks, Cherisse Baatin and Superintendent Bradley assessed applications to determine the 2008/2009 recipients, who are Ellen Franz, Paula Hammons, Megan Bolduc, Kathy Stratton and Jim Scullion.

Merit Pay Recipients
2008/2009

The Board recognized:

Rotary of Sausalito
 Teacher Mini
 Scholarships/Grant
 Recipients

<u>Name</u>	<u>Grade</u>	<u>School</u>	<u>Project Name</u>
Susan Cassidy	1 and 2	Bayside	Garden Project
Nathania Jacobs	5	Willow Creek	Field Trips
Kathryn Stratton	K – 3	Bayside	Intervention
Paula Hammons	3 and 4	Bayside	Social Studies and Science Books
Jim Scullion	1	Bayside	Accelerated Reader Books
Mary Pat Horn	6	Bayside	5th/6th Grade Reconstruction Project
Jennifer Banks	K	Bayside	Leveled and Guided Reading Books

Recipients were recognized by the Rotary of Sausalito for a unique project or classroom need above and beyond the regular classroom program.

EDUCATION

EDUCATION

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

Principal’s Report –
 Bayside Elementary and
 Martin Luther King, Jr.
 Academy

- Kindergarten/5th/6th grade step-ups and 8th grade promotion with wonderful community support
- Summer School begins Monday anticipating 35 students.

Trustee Benjamin indicated her interest in a report to the Board on test results at the end of summer school. Trustee Thornton asked whether Data Director would be used; Mrs. Baatin will consider it.

No report

School Site Council/PTSA
 Report

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

Willow Creek Academy’s
 Report

- 8th grade graduation at the Bay Model
- Crossing the Bridge ceremony.

Previous Board discussion has focused on the importance of students learning how to correctly use school technology with the expectation that such instruction will carry over to appropriate usage in personal settings. The INFORMATION LITERACY Standards Curriculum provides a framework and benchmarks for the teaching of information literacy skills, including the critical role that computers and technology play in our daily lives. INFORMATION LITERACY describes the ability to effectively access, use, organize, evaluate and create information in order to learn, problem solve, persuade and make decisions. This curriculum will become the foundation of the technology media instruction our students will received. The curriculum will be taught during the students’ technology class.

INFORMATION
 LITERACY
 Standards
 Curriculum

Superintendent Bradley introduced Linda Bennet, who has worked with the District for the past year, in the school library system for the past 35 years, and has developed INFORMATION LITERACY. Ms. Bennet discussed the curriculum and responded to questions from the Board.

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It was noted that technology and classroom teachers work together to present it to students. Carol Cooper, Willow Creek Academy Head of School, shared that WCA uses a similar format grades 6-8. Trustee Benjamin suggested WCA teachers share their experiences with Bayside and Martin Luther King, Jr. Academy staff, which Superintendent Bradley indicated would be incorporated into joint staff development.

M/s/c Newmeyer/Benjamin/all to approve INFORMATION LITERACY Standards Curriculum

The superintendent will meet with teachers and the two District technology instructors over the summer to be prepared to implement the curriculum this fall. District librarian, Fran Nelson, will also be involved.

Sausalito Marin City School District No Child Left Behind (NCLB) Local Education Agency (LEA) Plan July 2009 to June 2010

LEA Plan

Bennetta McLaughlin's efforts were acknowledged by Board members.

M/s/c Benjamin/Ziegler/all to approve the Sausalito Marin City School District No Child Left Behind (NCLB) Local Education Agency (LEA) Plan July 2009 to June 2010

The Arts Education Demonstration Project (AEDP) Planning Committee has met several times to plan the activities and discipline students will be engaged in over the next five years. The Summer Institute for August 10-14, 2009 will focus on visual arts. Committee members Ellen Franz, Carol Cooper, Deborah Osborn and Cherisse, Baatin were present at the meeting.

Marin Community
Foundation Arts Education
Demonstration Project

Superintendent Bradley shared the news that the Marin Community Foundation (MCF) has committed \$303,000 over a five year period to the Sausalito Marin City School District.

Deborah Osborn, parent and WCA board member, shared her excitement in working on this program, especially because it has brought all three district schools together, getting to know one another with a like-minded vision. She thanked the Marin Community Foundation.

Ellen Franz, Bayside teacher, emphasized that standards based instruction is the way to go with students thought this program would be an amazing opportunity to start engaging students as a whole again in the arts.

Jim Flavell, Program Officer in the Arts at Marin Community Foundation, explained that MCF's strategic plan includes a five year window to move arts education deeply into core curriculum in two school districts as a pilot program. It has been a goal of MCF to be in partnership with school districts for their expertise in education.

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Trustee Benjamin indicated that she is thrilled and excited to see everyone working together; everyone in the community will benefit.

Trustee Thornton said that she looked forward to seeing videos of activities on the District website.

M/s/c Newmeyer/Benjamin/all to accept the Marin Community Foundation grant.

Staff will provide a brief monthly report to the Board.

Marin County school districts have reviewed and provided feedback on the current Marin Countywide Plan for Expelled Youth for its triennial review. The recommended revisions were reviewed by Marin County Office of Education legal counsel, Robert Henry, to insure the plan meets all the requirements of Education Code 48926. The plan is now ready for local adoption by each school district board. The Marin County Office of Education will submit the document to the California Department of Education, as required, by June 30, 2009.

Marin Countywide Plan for Expelled Youth

M/s/c Ziegler/Benjamin/all to approve the Marin Countywide Plan for Expelled Youth

M/s/c Benjamin/Ziegler/ to ratify the California School Employees Association (CSEA) Agreement for the term July 1, 2007 – June 30, 2010 with All Changes Reflected through May 2009

CSEA

Trustee Ziegler requested red line copies of contract changes to enable Board members to catch up quickly on what the changes are.

BUDGET

BUDGET

The budget discussion was deferred until Mark Trotter's arrival.

The Board reviewed and discussed the preliminary unrestricted General Fund Budget for the 2009/2010 school year. District Business Manager, explained that the state is looking at Basic Aid districts for possible cuts in funding. Basic Aid districts have put forward a proposal to take a "fair share" reduction in funding.

District Preliminary Unrestricted General Fund Budget for the 2009/2010 School Year

Ms. Bonardi distributed documents with 2009/2010 budget assumptions and the implication to the Unrestricted General Fund 2009/2010 should those assumptions become reality. Those documents are attached and incorporated as a part of these minutes.

Ms. Bonardi explained that with regard to planning:

- There are more unknowns this year than ever before due to the state's fiscal position;
- The State practices deferring payments to earn the additional interest – pushing payments out further and further. There is a general 'fear' among auditors that deferrals will be recaptured by the state and not paid out at all;
- Several revenue and expense category increases won't be certain until after the budget has been adopted; notably property

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- tax, health, refuse pick up and sewer tax;
- State proposed “fair share” hit to Basic Aid districts;
- School district budgets are due to the state by June 30.

Ms. Bonardi reviewed that removal of portables on the Bayside campus is not covered by the bond and that the lot will have to be restored when some or all of them are removed.

Ms. Bonardi suggested that the Board determine whether supplemental funds being paid to Willow Creek Academy - \$157,000 during the 2008/2009 school year – will be a continuing District expense and, if so, she advised allocation of the annual expense from ongoing funds.

Ms. Bonardi noted that an increase in excess costs to the Marin County Office of Education for special education would be offset by a reduction in the overall costs of special education services.

Reserves will be impacted if Basic Aid school districts take a ‘hit’ for their ‘fair share’. At the moment, it appears the worst case scenario for the District might be \$600/student or approximately \$104,000.

President Trotter advised board members that a big chunk of this amount would be retroactive.

Willow Creek Academy will also have Revenue Limit cuts.

Federal stimulus funds could be used to ‘backfill’ loss of the 2008/2009 fair share hit to Basic Aid districts; funding will not be available to backfill for 2009/2010 reductions.

There was a brief discussion of the Basic Aid Coalition’s plan to present to legislators; California has 100 Basic Aid school districts. It was noted that many current legislators weren’t around in 2003 when Basic Aid reductions were last made. Trustee Thornton emphasized the importance of participation in the Joint Legislative Action Committee (JLAC) to educate and lobby legislators.

The Board will schedule a budget workshop next week and Ms. Bonardi will continue to adjust figures as new information becomes available.

Per the request of Superintendent Bradley, the Board agreed to move the Tuesday, June 23 board meeting date back to Thursday, June 25 to allow a few more days to work on budget. Trustee Benjamin will be out of town but will participate via teleconference.

Clark Warden reported that Willow Creek Academy May financials are pending and still in process.

WCA Monthly Financial Report

FACILITIES

Tabled

FACILITIES

Classroom Allocation for the 2009/2010 School Year

BOND

Senior Bond Project Coordinator Bill Gargan discussed the following topics:

Measure I Bond Project Budget Review

Margie Bonardi discussed that the current ending budget has a total ending amount of \$258,169, minus \$399,113 in change orders equals a negative balance of -\$140,944. She stated that the additional \$31,000 to AXIS contract, the \$7,000 AXIS consultants cost and Senior Bond Project Coordinator Bill Gargan's costs are not included in the negative balance. Bill Gargan predicted that Martin Luther King Jr. Academy project additional costs of \$60,000 and costs in delay times in new change order requests are to come. The Facility Subcommittee has not looked at the budget list; once they do, they will make recommendations. The Committee's meeting should be conducted before the June 2, 2009 Board meeting.

Bayside Multipurpose Room Renovation Project Overview

Bill Gargan stated that there are no new changes to Bayside Multipurpose Room Project. The schedule is great and the project completion is moving forward. The tree-house teachers will move in after their classrooms are cleaned, and their classroom supplies are moved from the portable classrooms. Harold Oden will coordinate the move. Trustee Bill Zeigler thanked Bill Gargan for his work. Patty Swisshelm was thanked for sending project photos to the Trustees and staff.

Kpod Project Classroom and Resource Room Paint Separation Update School and College Legal Service of California and Bill Gargan will review the Kpod interior and exterior paint concerns tomorrow, June 12, 2009. The target date to fix the paint peeling problem is this summer. Bill Gargan stated that it was his opinion that the interior paint was applied when building's room temperature was too cold.

Martin Luther King MS Project Overview

Bill Gargan stated that Alten Change Order Requests 70 to 78 will be reviewed by the Facility Subcommittee. He said that the Sausalito Marin City School District change orders #8 through #11 are ready for signatures of both parties (District and General Contractor), change orders #12 through #17 needed different wording in the change order contract language to cover days of delay.

PG&E undergrounding did affect the project schedule since classrooms could not be heated to paint. As of today, June 11th there is power to the three buildings; this may have potential to shorten the construction schedule. PG&E's Gas meter is being discussed concerning the adequate size. AT&T optic fiber may cause probably a 3-4 week delay. This delay will affect not getting students into the new school by August 19th when the 2009-2010 school year begins. Bill Gargan predicted the student move in may be in October. There are no DSA issues predicted.

The Edible Garden project is moving forward and looks nice. The entrance to the existing MLK school will be blocked. Alten will move staff and student entrance on Monday, June 15th. The summer school

BOND

Measure I Bond Project Budget Review —

Bayside Multipurpose Room Renovation Project Overview

Kpod Project Classroom and Resource Room Paint Separation Update

MLK MS Project Overview

participants will enter the MLK school site from the Pacheco Drive side of the school building.

CONSENT AGENDA

M/s/c – Roll Call Thornton/Benjamin/ Ayes 4 Noes 0 to ratify or accept the following:

- Field Trip: **Destination:** Bolinas Elementary School **Address:** 125 Olema-Bolinas Road, Bolinas **Date:** 06/02/09 **Teacher:** Barni **Grades:** 5-7
- Resignation of David Barni effective June 2009. Mr. Barni has worked in the District since January 1977.
- Resignation of Employee #6204 effective September 2009

ADMINISTRATIVE AND EXTERNAL

The Board took the following action to authorize certain individuals to sign orders and other documents on behalf of the Board of the Sausalito Marin City School District for the period July 1, 2009 – June 30, 2010 subject to further Board action limiting or extending this authority and notification to the County Superintendent and the County Auditor or such action.

M/s/ - Roll Call Benjamin/Ziegler/ Ayes Noes to approve the following resolutions:

- Authorization to Sign on Behalf of the Governing Board – Superintendent, **Resolution #599**
- Authorization to Sign on Behalf of the Governing Board – Business Manager, **Resolution #600**
- Authorization to Sign on Behalf of the Governing Board – Assistant to the Business Manager, **Resolution #601**
- Authorization to Sign on Behalf of the Governing Board – Assistant to the Superintendent, **Resolution #602**
- Authorization of Budget Transfers to Permit Payment of Obligations at Close of Year, **Resolution #603**

The District schools are invited to participate in community activities. To be recognized within the community, staff would like to order banners that would indicate the names of all schools in the District. Currently, the District logo does not aid in the identification of who we are. Staff requested Board discussion about a new District logo.

Susan Morris responded to Board questions regarding banners.

M/s/c Newmeyer/Benjamin/all to approve the following new logo:

CONSENT AGENDA

ADMINISTRATIVE AND EXTERNAL

Authorizations to Sign:

Resolution #599
Resolution #600
Resolution #601
Resolution #602
Resolution #603

District Logo



No report.

President's Report

Trustee Thornton reported on the 8th grade promotion of students from Martin Luther King, Jr. Academy, which was well attended, and she thanked Principal Baatin.

Board Reports

Trustee Ziegler requested that the Board agenda discussion on June 25 of how the new middle school facility will be used/occupied, considering projected enrollment is lower than construction projections. President Trotter preferred discussion at the July 23 Board meeting due to already existing June 25 meeting commitments. The Board will revisit the master plan.

Superintendent Bradley reported that it had been a busy week with year end activities. The annual ice cream social for faculty and staff tomorrow will include recognition of Dave Barni's retirement.

Superintendent's Report

M/s/c Thornton/Ziegler/all to adjourn the open session at 9:20 p.m.

ADJOURNMENT

CLOSED SESSION

CLOSED SESSION


The Board and Superintendent went immediately into closed session. Closed session ended at 10:10 p.m.

OPEN SESSION

OPEN SESSION

When open session was reconvened at 10:11 p.m., President Trotter reported out from closed session that the Board had accepted the resignation of District Principal, Cherisse Baatin, effective June 30, 2009.

Report Out

Clerk  Date 8-27-09
Secretary _____

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FUTURE DISTRICT 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.

- June 25 Thursday
- 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

FUTURE BOARD MEETING DATES

UPCOMING EVENTS/IMPORTANT DATES

- June 11 Last Day of School/Minimum Day – Bayside and MLK
- June 12 Last Teacher Work Day – Bayside and MLK
- June 12 Year End Ice Cream Social for Faculty and Staff

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.
June 17, 2009

FUTURE CHARTER SCHOOL BOARD MEETING DATES

SAUSALITO MARIN CITY SCHOOL DISTRICT
630 Nevada Street, Sausalito, Ca 94965
415-332-3190/FAX 415-332-9643

MEMORANDUM

Date: June 11, 2009
To: Dr. Debra A. Bradley
From: Margaret Bonardi, Business Manager
Subject: 2009-10 Budget Assumptions

REVENUE -General Fund – Unrestricted:

Property Tax estimated growth – 2.95%	\$ 136,759
Charter School growth to 170 enrolled	60,000
Contribution to Restricted Programs reduction	237,693

EXPENDITURES –

Certificated salaries increased by Step and Column
Classified salaries increased by Step and Column

Benefits: Health care budgeted to CAP
Kaiser & Health Net projected increase to 13.5%
Dental increase to 27%
Workers' Compensation deduction - .59%

Services/Operations:
5% increase – Refuse pick up and Sewer Tax
Portable rental – Sept to June

Transfers out:

WCA Supplemental Grant (157,000) budgeted as ongoing expenditure
Cafeteria supplement increased by \$ 2,000
Excess cost to MCOE increase - \$ 13,716
Special Ed Transportation inc - \$ 23,612

**SAUSALITO MARIN CITY SCHOOL DISTRICT
Unrestricted General Fund - 2009-10**

Fiscal Year 2009-10			
Revenue:			
Total unrestricted revenue, Taxes, Federal and State			\$4,994,513 *
Represents a 2.95% estimated increase in property tax = \$ 136,759			
Contributions to Restricted Programs			-\$936,470
In Lieu Property tax payment to WCA - Growth to 170 students			-\$831,402
TOTAL			\$3,226,641
Expenses			
Certificated Salaries			\$1,188,692
Classified Salaries			\$475,334
Benefits			\$476,259
Supplies			\$108,897
Services / Operations			\$600,482
Transfers Out			\$275,513
TOTAL			\$3,125,177
Remaining Balance			\$101,464
			Ongoing Revenue
Fiscal Year 2008-09			
Projected Ending Balance - "Carryover" - (2nd Interim Actuals)			\$893,096
Revolving Cash			-\$1,000
Cost of 10% Board Mandated Reserve			-\$571,356
Remaining Unrestricted Balance			\$320,740
			One time funding
Ending Balance = Estimated carryover 2008-09 plus Revenue 2009 -10			\$422,204
Pending: Revenue and Expenditure considerations:			
Revenue:			
Ongoing negotiations on Basic Aid "Fair Share Hit"			\$104,000
Loss of Special Education Transportation funding - 65%			\$60,000
Potential addition of 1 Non Public School Placement			\$54,500
Audit Review of After School Program - currently in summary review			\$214,500
Furniture needs:			
MLK - Lunch room and Art room tables; stage curtain			pending
Bayside - Art room tables; stage curtain			pending
Subtotal			\$433,000
Ending Balance = Estimated carryover 2008-09 plus Revenue 2009 -10			-\$10,796