

SAUSALITO MARIN CITY SCHOOL DISTRICT
SAUSALITO, CALIFORNIA

BOARD OF TRUSTEES
REGULAR MEETING
MINUTES

June 12, 2008

REGULAR SESSION: 7:00 PM

MEMBERS PRESENT:

Whitney Hoyt, President

Tom Clark

Elizabeth Todd-Gallardo

Shirley Thornton

Mark Trotter, arrived 7:20 p.m.

Debra A. Bradley, Superintendent and Secretary to the Board

Others Present: Tim Craig, Cherisse Baatin, Julius Holtzclaw, Fran Nelson, Allen Biggs, Ellen Franz, Carol Cooper, Margaret Bonardi and Kathy Blazei and Patty Swisshelm taking notes.

President, Whitney Hoyt, called the meeting of the Sausalito Marin City School District Board of Trustees to order at 7:00 p.m. **Call to Order**

Trustee Thornton led the Pledge of Allegiance. **Pledge of Allegiance**

M/s/c Thornton/Todd Gallardo/all to approve agenda order **Agenda Order**

EDUCATION

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

- Significant overall increase in parent involvement
- Year end activities

Ms. Baatin thanked the Board and Superintendent for their support and help during the year and congratulated staff for a great year. President Hoyt commended Ms. Baatin for her efforts to improve the schools too.

Trustee Thornton requested that awards normally issued during the 8th grade promotion be followed up on.

No report **SSC/PTSA**

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

- Lapathon: approximately \$6,000 raised
- Upper school chorus performance at 8th grade promotion
- Crossing the Bridge Ceremony
- Parent letter of commendation for teacher, Eliza Lurie

Ms. Cooper conveyed her feelings of personal support by District Office staff and Principal Baatin.

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Trustee Clark thanked Trustee Todd-Gallardo for her planning and catering at Jazz by the Bay, to help the District raise \$2,741 for its music program.

Jazz by the Bay

Mr. Allen Biggs, music teacher, gave a status report on musical instruments:

- All instruments have been donated
- All steel pans are remnants pieced together
- Bayside needs more xylophones
- MLK needs stolen instruments replaced
- Sticks cost \$150/set, tuning pans \$800-900
- Sheet music is needed.

Mr. Biggs expressed his desire to expand the program's repertoire.

He noted that Tamalpais High School is beginning a steel pan band and that San Francisco State already has one – a natural progression for college bound students. He appreciated the opportunity for the steel pan drum band to play and for all the work to raise funds for the music program at Jazz by the Bay. In particular, Harold Oden was thanked for his help to ensure that musical instruments were transported to and from the event.

President Hoyt suggested coming up with a plan to expand the music program and Mr. Biggs was thanked.

Superintendent Bradley reported that she and Principal Baatin projected growth in the student population for the next four years which will be helpful to the budget, facilities planning and staffing process. Bayside is definitely growing in size.

Projected Enrollment,
Facilities Needs and
Staffing - Bayside
Elementary School

Trustee Clark commented that kindergarten, and possibly first grade, expansion may each require a second classroom next year. Mr. Holtzclaw reported that approximately 15 new students have been enrolled at Bayside since January, 2008; Carol Cooper reported that WCA had grown by 6-7 students in the same time period.

Mr. Clark believes the time has come to begin planning for district wide expansion. He noted that consideration could be given to moving grade six to the new middle school and that WCA's portable opening, which DSA has now approved, would help. He speculated growth corresponding to the need for 6 more classrooms over the next 5 years, which will require not only planning but capital resources.

Trustee Trotter, noting a possible grade 6 transition to Marin City, asked how the District handle higher enrollment when it had it before.

Margie Bonardi indicated that there were several factors:

- Combined classes
- Class size reduction had not yet been implemented
- Fewer rooms were used to provide student services than now.

BUDGET

Margie Bonardi, Business Manager, highlighted budget influences for the 2008/2009 school year:

Restricted

- Higher priority this year due to state budget cutbacks

Revenue

- County projection of 4.2% increase - less than prior years
- WCA with 3 students added - projected student growth
- Center for Attitudinal Healing - rent reduction
- Special education – decrease in funding

Expenses

- Certificated salary increases - new kindergarten teacher
- Classified salary decrease – replacement employee's lower starting wage than 2008 retired employee's ending wage
- Benefits: Insurance rate increases - Kaiser @ 4.3%; Health Net @ 21% (most SMCS D employees are Kaiser)
- Supplies/Equipment decrease – 2008 included furniture purchase for the Kpod not covered by bond
- Multipurpose room modernization - increases expenses
- One time expenses in 2007/2008: Consultant on modernization money; contract buy out to prior modernization architect
- WCA needs to be backed out until further discussions.

Reserve

Ten percent set aside in 2008/2009 - last year 9%
State recommendations now - MINIMUM 10% reserve

Trustee Trotter noted that overall the District will finish the year with about \$250,000 above its reserve. Ms. Bonardi indicated that all schools will have cash flow problems because the state will delay payment to schools as long as possible; the District will lose interest. She added that the approved budget has to be submitted to the County by July 1, 2008.

No report. The Board must approve WCA's 2008/2009 budget at the June 26, 2008.

BOND

Patty Swisshelm led the discussion for the extension of Lease to Mobile Modular Temporary Classrooms, asking the Board to consider approving Mobile Modular temporary classrooms lease from August 13, 2008 to January 8, 2009 to accommodate the 'treehouse' classrooms during the Bayside Multi-use building modernization.

Patty stated that the cost was approximately \$5,000 month total plus preparation and dismantling expenses for return.

The Mobile Modular temporary classrooms lease was paid from Bond funds.

Trustee Trotter inquired about the purchase price for the existing temporary portable classrooms. He asked Patty to find out if there would be a possible lease/purchase option. Trustee Trotter was interested in using them for additional classroom space when the enrollment numbers increase.

President Hoyt inquired to which funds would pay for the portable classrooms if purchased.

BUDGET

District Preliminary
Unrestricted General
Fund Budget for the
2008/2009 School Year

WCA Financial Report

BOND

Extension of Lease to
Mobile Modular
Temporary
Classrooms

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M/s/c Todd Gallardo/Thornton/passed (Trotter opposed until further information known) to approve extension of Mobile Modular lease agreement for 5 temporary classroom buildings from August 13, 2008 to January 8, 2009 for the monthly fee of \$5,073.

The Board was asked to consider the official naming of the new Middle School. Superintendent Bradley stated that PG&E and the post office need information as to the name of the school and there should not be assumptions as to the name of the school. Patty Swisshelm stated that there is confusion at times with the school name and the MLK ball field in Sausalito. She asked if the Board wants 'middle school' in the name.

MLK Middle School
Official Name

Trustee Clark wanted the naming decision to be tabled until after the November election.

President Hoyt asked if the students and teachers should be involved in naming. The Board agreed that the students and teachers should be involved.

MLK MS Future Classroom Expansion: Patty Swisshelm introduced the classroom expansion agenda item. Patty stated that Tom Clark had asked Julie Abbott about designing and documenting the feasibility of stacking 2 classrooms perpendicular to the classroom building with an additional 2 classrooms in the future. Since DSA is concerned with structural, it does not make sense to modify the structure or the footing design of the existing designed classroom building. It would also delay the project since structural changes would require DSA approval.

MLK MS Future
Classroom Expansion

Tim Craig stated that VBN could do a study for additional classrooms, but he advised doing all 4 classrooms at once. Tom Clark is projecting expanding one classroom per year, after 6 years the middle school will need extra classroom space. The storm and sewer easements will not allow expansion at the end of the classroom building and do not want to block the church view. Tom Clark stated that he also wants a library built on the campus. Tom Clark was seeking a documented sketch for the future as to how the expansion could occur.

Tim Craig stated to do a one week study would be around \$4,000, but if there are additional meetings about it, it will cost more. Tim Craig suggested not to engage the current MLK General Contractor to expand the classroom building at this time. Tim Craig inquired if it is to document for the future, or use it for PR for another bond. He pointed out that a future architect will probably not accept VBN document, program, environment, and building codes may change in the future. Tim Craig promoted not doing anything at this time.

Mark Trotter recommended abandoning this project at this time.

Tim Craig stated that Juli Abbott took a leave of absence from VBN Architects and Darrell Jackson will replace her for the 5 weeks she is gone.

Bayside Campus
Master Plan

Patty Swisshelm stated that AXIS Architect's electrical consultant recommended an electrical load study at the Bayside Campus. Because school is not in session as of next week, this would not be a good time to perform an electrical load test and receive a true reading. Patty stated as time passes, new discoveries are made about the electrical main switch gear and sub-panels. Patty asked for direction;

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take out dead wiring in the existing electrical room, postpone the load test, consider the master plan as to the location of expansion on the campus.

Trustee Clark stated not to perform a load test since there is no major expansion. Trustee Clark wants a policy that when electricians disconnect, they also remove dead wiring.

Trustee Trotter questioned the electrical consultant's assessment of replacing equipment. Patty Swisshelm stated that the consultant did not ask about existing equipment upgrades, salvaging equipment, and obsolete equipment but turned in a rough draft of replacing everything with new equipment for the amount of \$800,000. This is unacceptable.

Trustee Trotter commended Patty Swisshelm on her work for the Bond projects.

Patty recommended that this and other items go to the Facility Subcommittee and then the committee report back to the full Board. She requested to schedule a subcommittee meeting with full Board agreement.

Superintendent Bradley asked if the mosaics tiles on the front of the existing multi-purpose room could be removed and stored during the modernization project. Patty Swisshelm agreed to have that done during the modernization project.

CONSENT AGENDA

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M/s/c Thornton/Todd Gallardo/ Roll Call Ayes 5 Noes 0 to approve or accept the following:

- Minutes of the regular meeting of May 22, 2008
- Minutes of the 4:30 pm special meeting of May 28, 2008
- Minutes of the 5:15 pm special meeting of May 28, 2008
- Resignation of Employee #9735, effective May 30, 2008
- Resignation of Employee #7602, effective May 30, 2008
- The Management/Confidential salary increase commensurate to the raise given to the certificated and classified units for the 2007-08 school year, retroactive to July 1, 2007
- Purchase Agreements: Paxton Patterson (equipment, furniture, staff development to implement the Action Labs), and VEXRobotics

ADMINISTRATIVE AND EXTERNAL

ADMINISTRATIVE AND EXTERNAL

President Hoyt reported that she had arranged a WCA field trip to Sacramento but hadn't heard how it went.

President's Report

Trustee Trotter reported that at a recent city council meeting there was discussion of a natural gas filling station on District property. This will be a sub-committee item.

Board Report

Trustee Thornton acknowledged that the Golden Bell Education evening had been wonderful and that the recipients were pleased to be

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acknowledged by the school district.

In view of a community event that many Board members attend, the June 26th board meeting will begin with closed session at 4:30pm; open session will begin at 5:30pm.

Superintendent Bradley closed that meeting saying that the school's 180 days of activity had been gold star days.

Superintendent's Report

M/s/c Trotter/Thornton/all to adjourn at 8:35 pm

ADJOURNMENT

Clerk  Date 6/26/08

Secretary _____

FUTURE BOARD MEETING DATES

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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 special meetings, community forums, etc. as needed. The only or second meeting date of each month will be allocated to regular board meetings.

- June 26
- July 17 One meeting due to summer break
- August 14*
- August 28
- September 11*
- September 25
- October 9*
- October 23
- November 13 One meeting in November due to holidays
- December 11 One meeting in December due to holidays

ADDITIONAL SPECIAL MEETINGS ON BOND AND FACILITIES ISSUES

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To Be Determined

UPCOMING EVENTS/IMPORTANT DATES

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- June 16-July 17 Summer School at MLK, 7:45 -12:30
- Aug 22 Teacher Work Day
- Aug 21, 25, 26 Staff Development Days
- Aug 27 First Day of School
- Sept 1 Labor Day
- Sept 23 Back to School Night – Bayside
- Sept 24 Back to School Night - MLK

FUTURE CHARTER SCHOOL BOARD MEETING DATES

FUTURE CHARTER SCHOOL BOARD MEETING DATES

- All meetings are held at Willow Creek Academy campus at 6:30 pm unless otherwise noted.
- June 18, 2008
 - July 16, 2008
 - August 20, 2008
 - September 17, 2008
 - October 15, 2008
 - November 19, 2008

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December 17, 2008

January 21, 2009

February 11, 2009 2nd Wednesday due to holiday

March 18, 2009

April 8, 2009 2nd Wednesday due to holiday

May 20, 2009

June 17, 2009