

**SAUSALITO MARIN CITY SCHOOL DISTRICT
SAUSALITO, CALIFORNIA**

**BOARD OF TRUSTEES
REGULAR MEETING
MINUTES**

April 23, 2009

CLOSED SESSION: 5:45 PM
REGULAR SESSION: 7:05 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: Carol Cooper, Ellen Franz, Megan Bolduc, Julius Holtzclaw, Edgar Furlong, Fran Nelson, Clark Warden, Bill Gargan, Cherisse Baatin, Harol Oden, Jessica Mullins, Peter Esay, Robert Latchaw and Patrick Wilson of School and College Legal Services, Cory Creath, Dani Tarry, Sharon Turner, 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 5:45 p.m.

Call to Order

CLOSED SESSION

CLOSED SESSION

The Board and Superintendent went immediately into closed session. Closed session ended at 6:59 p.m.

OPEN SESSION

OPEN SESSION

Open session was reconvened at 7:05 p.m.

President Trotter reported out from closed session that there was nothing to report.

Report Out

Trustee Thornton led the Pledge of Allegiance.

Pledge of Allegiance

Thornton/Benjamin/all to approve agenda order

Agenda Order

None

Public Comment

EDUCATION

EDUCATION

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

- Youth in Arts resident artist project
- Spring environmental education classes

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

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Board members showed interest in combining community history in the project and in revitalizing the tunnel walkway beneath Highway 101. A mosaic was suggested.

- May 1 Track Meet – TAM High
- May 8 Track Meet – College of Marin

There was discussion of T-shirts for team members and of contacting community agencies to fund them.

- May 19 Open House – Bayside
- May 20 Open House – Martin Luther King, Jr. Academy
- May 5 8th Grade Shadow Day at Tam
- Tam Jam
- STAR Testing
- Third annual grade 3 participation in the Cherry Blossom Festival in San Francisco

No report

School Site
Council/PTSA

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

Willow Creek
Academy Report

- STAR Testing
- May 3 8th Grade Yosemite Fundraiser: Concert by San Francisco Symphony musicians at St. Patrick's Church
- Youth in Arts resident artist project
- 5th Grade Angel Island Field Trip with Overnight Camping
- Third annual grade 4 participation in the Cherry Blossom Festival

Superintendent Bradley advised that funding of the Cherry Blossom Festival is provided by a resident of Sausalito who has a keen interest in increasing awareness of Japanese culture. Japanese instructors in NOH drumming come to the Bayside/Willow Creek Academy campus 4 times each year to work with students. Trustee Benjamin suggested the Board recognize her at a future Board meeting.

The law requires schools to have specific plans as to how state and federal money will be used to improve student achievement. The plans are updated annually with input from the staff and School Site Council.

Single Plans for
Student Achievement
2009/2010 - Bayside &
MLK

Cherisse Baatin reviewed each document, noting the annual cycle of inquiry - a process of evaluation, modification, implementation and re-evaluation.

Board members discussed:

- The impact of programs paid for with categorical funds for tobacco (\$227), which include teaching PE/wellness and making healthy choices
- The decline in the number of suspensions
- The decline of students identified as eligible for special education
- The impact of high student mobility on testing scores and the difficulty of making class/group comparisons
- Ongoing assessments and interventions as needed
- Interpretation of state generated percentages

- Staff collaboration for growth and support
- Staff development
- Teaching students how to manage conflict and avoid discipline
- Gifted and Talented Education Program

M/s/c Benjamin/Newmeyer/all to approve

The Governing Board may request on behalf of a school site council a waiver for provisions of the article. The education code stipulates that there must be a school site council established at EACH school which participates in school based program coordination. Due to the size of Bayside Elementary School and Martin Luther King, Jr. Academy and the sharing of a single principal, several staff members, and parents as well, have requested that they be allowed to have one School Site Council to serve both schools.

School Site Council
Waiver Renewal

M/s/c Thornton/Benjamin/all to approve

There has been a request to discuss an elongated calendar. Superintendent Bradley reported that teachers are now reviewing the proposed district annual calendar for 2009/2010. The new arts program will offer new opportunities for sharing between Bayside Elementary and Willow Creek Academy. An attempt is being made to reconcile calendar dates such as the TAM Jam. The District wide calendar is now posted on the website.

Elongated School Year
Calendar

The Board considered representation at the 2009 Golden Bell Education Evening on May 28, 2009. Ms. Benjamin, Dr. Thornton, Mr. Newmeyer and Superintendent Bradley will attend.

MCOE Golden Bell
Education Evening

Superintendent provided a Marin Community Foundation update:

- Beginning of the arts program
- Summer professional development in the arts program
- Summer Institute

Marin Community
Foundation Update

The Board considered a proposed summer school schedule of Monday, June 15, 2009 through Thursday, July 16, 2009, 4 days per week [Monday through Thursday], 8:00 a.m. to 11:30 a.m.

Summer School

Trustee Thornton asked about expanding the program beyond the student population at risk of retention. Parents will be encouraged to send children to keep them academically active during the summer. The possibility of including Willow Creek Academy was discussed. A discussion will be agendized for the May 21, 2009 Board meeting

M/s/c Thornton/Benjamin/all to approve

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

Enrollment Report

	<u>January 31</u>	<u>March 31</u>
• Bayside Elementary School	128	130
• Martin Luther King, Jr. Academy	29	30
• Willow Creek Academy	149	153

Trustee Thornton asked for a cumulative showing by grade: Ms. Bonardi will implement.

BUDGET

Clark Warden reviewed Willow Creek Academy financial statements for the period ending March 31, 2009. The preliminary budget is almost complete and ready to go to the WCA Board. The projected net deficit is \$14,000 to \$17,000 (an accrual number).

Margie Bonardi spoke of the Federal stimulus money for Special Education, Title 1, and SFSF stimulus money - all backfill for school districts who have lost money through revenue limit and for lost categorical funding. The District and Willow Creek Academy will both apply for funds. The vote in May does not impact this.

The Board considered a proposal from Buck Consultants to provide a required Gatsby 45 audit of retiree postemployment benefits. Margie Bonardi explained that districts must make a commitment to pay health care costs for retirees and fund for the liability.

Trotter asked if all items had to be included; Ms, Bonardi will find out.

M/s/c Thornton/Ziegler/all to approve Retiree Postemployment Benefits Actuarial Study

FACILITIES

Harold Oden, Director of Facilities and Operations, reported:

- 1) Maintenance Repairs
 - Repaired heating unit portable 3.
 - Repaired broken toilet handle in portable 3.
 - Repaired toilet in District Office.
 - Repaired slow drainage in sink Bayside Main Office.
 - Repaired heater in District Office.
- 2) Maintenance work performed during spring break
 - Grounds
 - Cutting, trimming and weed eating at all sites
 - Custodial
 - Shampooed carpets in rooms 2 and 9 (MLK)
 - Shampooed carpets in District Office
 - Shampooed carpets in room 24 (WCA)
 - Deep cleaned restrooms at Bayside, Willow Creek, and MLK

The size of the maintenance staff was reviewed. President Trotter cited the City of Sausalito's offer to partner with the District for certain maintenance functions. However, these would be negotiable prior to any implementation. The deferred maintenance plan will be discussed with planned summer projects.

Discussion of solar energy was waived due to the new middle school roof already being complete. Mr. Trotter did note that conduits have been installed at the middle school in preparation for the future possibility of using solar energy.

BUDGET

WCA Financial Report

Retiree
Postemployment
Benefits Actuarial Study

FACILITIES

Director of Facilities &
Operations' Report

Solar Energy

BOND

William Gargan, the District's Senior Bond Project Coordinator, is in the process of resolving M.A. Davies change order requests and reviewing Turner Construction Management's scope of work.

M/s/c Thornton/Ziegler/all to look into authorizing the staff to prepare and distribute a Request for Proposal (RFP) for Architect/Project Manager Services for Bond Projects

William Gargan reviewed the various outstanding Alten Change Order Requests (COR). He recommended rejecting COR 54.1 for the downspouts until there was further discussion with Alten. William Gargan recommended that the Board approve the remaining COR's 55, 57, 59, 60, and 61.

M/s/c Zeigler/Benjamin/all to approve Alten Change Order Requests 55, 57, 59, 60, and 61.

William Gargan discussed the future changes for the stage production lighting which would be costly and will push the schedule out two more weeks. This extended schedule will cause \$17,000 in delays and the pre-wiring will total around \$75,000. He recommends not proceeding with the theater lighting plan but to bring it to the Facilities Subcommittee. Secondly, the PG&E under grounding may cause a schedule delay since the power needs to be in building to paint and finish the building before school starts.

CONSENT AGENDA

M/s/c Roll Call Thornton/Zeigler/ Ayes 5 Noes 0 to approve the following consent agenda items:

- Minutes of the special meeting of March 19, 2009
- Minutes of the Facilities Subcommittee meeting of March 27, 2009
- Minutes of the Subcommittee on Willow Creek Academy Negotiations meeting of April 1, 2009
- Payment of warrants under:
 - Batch 60 Fund 01 in the amount of \$135,015.20
 - Batch 60 Fund 21 BOND in the amount of \$373,960.64
 - Batch 61 Fund 01 in the amount of \$27,230.79
 - Batch 61 Fund 21 BOND in the amount of \$535.00
 - Batch 62 Fund 01 in the amount of \$37,136.72
 - Batch 62 Fund 13 in the amount of \$3,400.12
 - Batch 62 Fund 21 BOND in the amount of \$189,234.09
 - Batch 63 Fund 01 in the amount of \$30,491.00
 - Batch 64 Fund 01 in the amount of \$136,156.04
 - Batch 64 Fund 13 in the amount of \$1,855.39
 - Batch 64 Fund 21 BOND in the amount of \$44.77
 - Batch 65 Fund 01 in the amount of \$814.98
 - Batch 65 Fund 21 BOND in the amount of \$3,751.88

BOND

RFP Authorization

MLK MS Project Alten
Construction Various
Change Order
Requests

CONSENT AGENDA

- Field Trip: **Destination:** Tamalpais High School Track **Address:** Mill Valley **Date:** 05/01/09 **Teachers:** Barni/Mitchell **Grades:** 6/7/8
- Field Trip: **Destination:** College of Marin **Address:** Kentfield **Date:** 05/08/09 **Teachers:** Barni/Mitchell **Grades:** 6/7/8
- Second reading and approval of Board Policy/Administrative Regulations 3516 Emergency and Disaster Preparedness Plan
- Second reading and approval of Board Policy/Administrative Regulations 3550 Food Service
- Second reading and approval of Board Policy/Administrative Regulations 5148.2 Before and Afterschool Programs
- Annual request for a Bilingual Tester Waiver to meet state requirements of testing new students in their home language
- Quarterly Report: Williams Act
- Tennessee Woods Attendance Agreement for 2009/2010, Addendum #7

ADMINISTRATIVE AND EXTERNAL

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The Board considered **Resolution #597**, Appreciation of Sausalito Marin City School District Employees, proclaiming the week of May 11, 2009 as a time for employee recognition.

Employee Appreciation
Resolution #597

M/s/c – Roll Call Newmeyer/Benjamin/ Ayes 5 Noes 0 to approve **Resolution #597**, Appreciation of Sausalito Marin City School District Employees

The Board conducted a first reading of revised AR 3516.1 Fire Drills and Fires. A second reading and action will be scheduled May 21, 2009.

AR 3516.1 Fire Drills and Fires

The Board conducted a first reading of revised AR 3516.2 Bomb Threats. A second reading and action will be scheduled May 21, 2009.

AR 3516.2 Bomb Threats

The Board conducted a first reading of revised AR 3516.3 Earthquake Emergency Procedure System. A second reading and action will be scheduled May 21, 2009.

AR 3516.3 Earthquake Emergency Procedure System

The Board conducted a first reading of new BP 3516.5 Emergency Schedules. A second reading and action will be scheduled May 21, 2009.

BP 3516.5 Emergency Schedules

The Board conducted a first reading of revised BP/AR 0450 Comprehensive Safety Plan. A second reading and action will be scheduled May 21, 2009.

BP/AR 0450 Comprehensive Safety Plan

The Board considered representation at the 2009 Golden Bell Education Evening on May 28, 2009.

MCOE Golden Bell Education Evening

None

President's Report

Trustee Thornton reported attending a recent meeting where board members were thanked for their hard work.

Board Reports

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Trustee Benjamin reported that she is registered for the Masters in Governance program

Superintendent Bradley discussed a Board "retreat" with a dinner meeting on Friday evening, May 15 and goal setting and discussion of governance on Saturday, May 16, beginning at 9:00 am. Dinner reservations will be made at Poggios. Saturday meeting space has yet to be determined.

Superintendent's Report


CORRESPONDENCE

CORRESPONDENCE

Letter of April 15, 2009 from MCOE regarding the District Second Interim report

M/s/c Thornton/Benjamin/all to adjourn at 8:59 pm

ADJOURNMENT

Clerk  Date 5-21-09

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, 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.

- May 14*
- May 21
- 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

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- April 20-
- May 18 STAR Testing Window
- May 1 Marin County Track Meet at Tamalpais High School
- May 7 Celebration of Education (Comcast),
4:00 – 6:00 pm, location TBD
- May 8 Marin County Track Meet Finals at Tamalpais High School
- May 19 Open House – Bayside, 5:00 – 7:00 pm
- May 19 Open House – Willow Creek Academy, 6:30 – 8:00 pm
- May 20 Open House – Martin Luther King, Jr. Academy,
5:30 – 7:00 pm

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- May 20 8th Annual Lapathon – Willow Creek Academy
MLK Field, 8:00 am – 1:00 pm
- May 21 8th Grade Tam Jam in Bolinas, 8:15 am – 3:30 pm
- 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 Followed by
Reception in Caleruga Hall
- June 2-7 MLK Trip to Boston
- June 8 8th 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

FUTURE CHARTER SCHOOL BOARD MEETING DATES

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

May 20, 2009
June 17, 2009

**FUTURE CHARTER
SCHOOL BOARD
MEETING DATES**