

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

**BOARD OF TRUSTEES
REGULAR MEETING
MINUTES**

November 19, 2009

OPEN SESSION: 6:32 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: District Legal Counsel Laura Schulkind, District Legal Counsel Nancy Klein, Jennifer Banks, Markey Lees, Ed Hassan, Carmen Rivera, Stephen Strachan, Bill Gargan, Jonnette Newton, Julius Holtzclaw, OJ Mitchell, Ellen Franz, Paula Hammons, Susan Cassidy, Debra Moore, Megan Bolduc, Natasha Griffin, Dick McKee, Sharon Turner, Frank Tom, Doug and Robert Gonser of Solar Monkey, Harold Oden, Margaret Bonardi and Kathy Blazei taking minutes.

President, Mark Trotter, called the meeting of the Sausalito Marin City School District Board of Trustees to order at 6:32 p.m.	Call to Order
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Trustee Shirley Thornton led the Pledge of Allegiance	Pledge of Allegiance
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Thornton/Ziegler/all to approve agenda order	Agenda Order
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Ed Hasson, Sausalito District Teachers Association (SDTA) representative for California Teachers Association (CTA) addressed the Board regarding the electronic thumbprint time clock implemented November 1, 2009. He referred to a response sent to him by Superintendent Bradley dated November 17, 2009. Dr. Bradley distributed copies of her response letter to Board members. Mr. Hasson then read his response to that letter, which had just been written but not yet received at the District Office. Mr. Hasson informed the Board that CTA would pursue an unfair labor practices charge regarding breach of contract. He asked the Board to reconsider and withdraw the time clocks.	Public Comment
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SDTA Co-President and Teacher, Susan Cassidy, expressed a feeling that the current Board hasn't gotten to know the teachers and asked the Board to step back and consider why the last Board supported the teachers which, Ms. Cassidy believed Trustee Thornton would agree, was based on achievements and progress made as a result of changes to program:

- When Dr. Bradley first came to the District, she recognized the data being collected, saw the work that had been done and how much the students were achieving test results
- Test scores are up
- Special Education referrals are down through the help of Mr. Klor,

Director of Special Education

- The Distinguished School designation is based on a large amount of hard core data continuously maintained by teachers and used to evaluate each child, and has been verified.

Ms. Cassidy invited Board members to look into program and data and to visit classrooms. She distributed an invitation to each Board member for her own classroom's tea party. Ms. Cassidy encouraged the Board to recognize how strong District program is and also asked them to encourage community members to come to all District schools, not just Willow Creek Academy.

Markey Lees, Classified School Employees Association (CSEA) Representative addressed the Board, saying that she was troubled that the employee's name was listed on the agenda regarding the contract grievance hearing without any additional detail; she encouraged names not be included on future agendas. Ms. Lee recalled that the last time she had addressed the Board, the Board President had extended olive branch to CSEA. She then read a prepared statement regarding CSEA's continuing dissatisfaction and objection to the District's progressive discipline process and communication efforts and requested it become a permanent part of the minutes. Ms. Lees concluded, saying that CSEA would not participate in the Hearing because they believe it is a sham. She asked that, going forward, all parties work together.

HEARING

The Board briefly conferred with District Legal Counsel, Nancy Klein.

M/s/c Ziegler/Thornton/all to dismiss the grievance.

EDUCATION

Carol Cooper, Head of School for Willow Creek Academy reported:

- It's a great and busy year with positive energy and lots of activity
- WCA is one of 5 distinguished schools in Marin County
- The Art Walk is schedule December 1 by a successful art program
- The Winter Concert will be held on December 9

Trustee Newmeyer asked Ms. Cooper how the art program going. Superintendent Bradley responded that a presentation is planned December 10 with Arts Coordinator, Anna Pilloton, regarding the art program. Paula Hammons added that it was uplifting to see how much of the art process is tied to academic work and vocabulary.

Dr. Stephen Strachan, Principal at Martin Luther King, Jr. Academy, reported on:

- Field trip to the Academy of Sciences
- Mr. Biggs' students' performance with the Oakland Symphony
- Marin College Peer Summit attended by 8 students
- Book Chats: Students hold discussions of chapter books each Friday.

HEARING

Contract Grievance
Hearing/Chaeta Baker

EDUCATION

WCA Report

Principal's Report,
Martin Luther King, Jr.
Academy

Trustee Thornton asked about students' writings. Dr. Strachan offered to bring writing samples to the next Board meeting.

- Halloween
- Report cards out/parent conferences in October
- \$1,000 donation from Wells Fargo
- \$200 donation from a private citizen
- Smart Board training
- Ms. Griffin's garden training

Trustee Newmeyer asked Dr. Strachan how the art program is going at MLK. Dr. Strachan reported that they are still building the program.

Jonnette Newton, Principal at Bayside Elementary reported:

- Red Ribbon Week decorated door contest held; many examples on exhibit in the District Office
- Celebration of accelerated readers and math students

Principal's Report,
Bayside Elementary

Paula Hammons shared that the number of words recommended for 4th graders is 500,000 words per year; one student has surpassed this already.

- Students learning of local environment through nature walks
- Wells Fargo donation \$1,000
- Ready to Learn Conference presentation by District staff and administrators on November 18, 2009

Trustee Thornton asked about student writings; how early, and how often? Ms. Newton will address student writings as part of her report at the next Board meeting.

Margie Bonardi, District Business Manager, reviewed enrollment as of November 13, 2009: Bayside 122, Martin Luther King, Jr. Academy 48, Willow Creek Academy 177, Total District Enrollment 347. Ms. Bonardi clarified for Trustee Thornton that there are currently three students attending District schools from Fireside Apartments.

Enrollment Report

Margie Bonardi reviewed:

- A. Certification to statements contained in the application for 2009/2010

K-3 Class Size
Reduction 2009/2010:

M/s/c Thornton/Ziegler/all to certify to the statements contained in the Class Size Reduction Application for 2009-10.

- B. Declaration to Exception to Class Size Maximum

M/s/c Benjamin/Ziegler/all to make the statement that all possible alternatives to averaging have been exhausted and the District is unable to achieve the 20:1 ration in a way that is educationally acceptable.

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Ms. Susan Cassidy and Ms. Debra Moore, Sausalito District Teachers' Association (SDTA) Co-Chairs, noting they would soon to be the Sausalito Marin City Teachers Association (SMCTA), sunshined the Association's proposed initial contract proposal 2009/2010 for active employees. Ms. Cassidy requested Articles to be opened for bargaining:

- Article VII – Payment for Non-Teaching Duties and Extra Curricular Duties
- Article XVII – Work Year.

Sausalito District Teachers' Association (SDTA)

M/s/c Ziegler/Newmeyer/all to accept donations by the Wells Fargo Foundation of \$1,000 to each school, Bayside Elementary and Martin Luther King, Jr. Academy

Donation by Wells Fargo Foundation

M/s/c Thornton/Ziegler/all to accept the donation of a Ludwig and Company baby grand piano and piano bench valued at \$3,000 from Peter H. and Gretchen K. Rogers

Donation by Peter H. and Gretchen K. Rogers

M/s/c Ziegler/Thornton/all to accept the donation of a baby grand piano built in 1908 from Sherrie Faber

Donation by Sherrie Faber

BUDGET

BUDGET

Margie Bonardi reviewed the need for a Bond Fund 21 funding allocation for costs in excess of budget. President Trotter recalled prior Board conversations on this matter.

Bond Fund 21 Funding Allocation for Costs in Excess of Budget

M/s/c Newmeyer/Benjamin/all to move funds from Fund 49 to Bond Fund 21

Carol Cooper reported that Willow Creek Academy is now working on its First Interim Report.

Willow Creek Academy Financial Report

M/s/c Ziegler/Benjamin/all to accept the Willow Creek Academy financial report

Superintendent Bradley advised that how State deficits will affect Basic Aid districts is unknown. Margie Bonardi reported that it will most likely be \$250/ADA, payable by portion over this year and next, and about the same for next year.

State Budget Update

FACILITIES

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Representatives of Solar Monkey: Mr. Frank Tom, Director of Educational Sales; Mr. Doug Faust, Director of Marketing and Mr. Bob Ganzer, Board Member, gave a presentation on conservation through the power of solar energy. Mr. Tom reported that an analysis of the District's utility usage has been made and that small school districts, with very little consumption of energy, are a good fit for a solar power purchase agreement (PPA). A Power Point was shown to explain the conservation process and the dollar savings potential. Solar collectors would have to be installed on school roofs. It was suggested that the District invite the public in to hear about it and sell it to the community.

Solar Monkey

M/s/c Thornton/Newmeyer/all to authorize the Facilities Committee to review the Solar Monkey proposal and enter into a Letter of Intent

BOND

Martin Luther King, Jr. Academy

President Trotter reported his intention to meet with Mr. John Long, JVL Designs, Inc., on Friday, November 19 at the MLK site regarding landscape design. More information will be forthcoming.

M/s/c Thornton/Benjamin/all to authorize the Facilities Committee to prepare bid documents and obtain bids for landscaping to agendize for action at the December 10 Board meeting

Bill Gargan, Senior Bond Project Coordinator, reported that the cost for a projector and screen would be in the vicinity of \$20,000 to \$25,000 and that the school would still need a sound system estimated at another \$20,000, which would be purchased with QZAB funds.

President Trotter was anxious to have the audio visual equipment installed for the Martin Luther King, Jr. holiday, when he envisions the MLK ribbon cutting ceremony taking place. Both President Trotter and Superintendent Bradley confirmed to Trustee Ziegler that there are no other prevailing needs at MLK in the category of technology.

M/s/c Benjamin/Thornton/all to purchase projector, screen and sound system, capped at \$45,000, with set up by January 15.

Bill Gargan reported that VBN Architects are in the process of responding.

Bill Gargan updated the Board:

- The construction fence will be down by the end of November
- DSA is completed; the new school is now in the process of becoming a certified facility
- Alarm covers are being installed
- Window shades are moving along
- The as-built drawings were good; Alten did a great job; the close out documents are all in
- The closing Alten change order: adds are \$6,263; deducts are \$17,885; there will be a return of \$11,600.

President Trotter commented that Alten Construction has given the District a lot, that the District owes Alten the \$60,000, less the \$11,600. Mr. Gargan estimated that Alten had saved the District expenses in numerous categories. Margie Bonardi indicated that final payment would come from Fund 49.

A motion by Trustee Newmeyer, seconded by Trustee Thornton to approve payment to Alten Construction was tabled and Bill Gargan was requested to obtain the final change order, with documentation, for Board action at the December 10, 2009 Board meeting.

BOND

Martin Luther King, Jr. Academy

Landscape Design

Audio Visual Equipment

Safety Issues – VBN Architects

Other

Bayside Elementary School Multi Purpose Room

Bayside Multi Purpose Room

Bill Gargan reported that the retention has been paid and received by MA Davies.

Retention Release to MA Davies

Bill Gargan reported that ovens are being worked on.

Ovens/Electrical

Bill Gargan reported that electrical repairs, to be completed at the expense of TMAD, have been accepted by TMAD.

Bill Gargan reported that a drainage swale is being installed to divert water runoff from the hill.

Drainage Swale

Bill Gargan reported that heat repairs are being made in Room 6.

Heat Repairs

Mr. Gargan reported that we're through DSA and we're about to get a certified facility. Mr. Gargan advised that he wanted to make certain there as nothing more than the \$6,000 in electrical repairs outstanding before recommending final payment.

AXIS Architects

Mr. Gargan noted that other items being addressed include:

Other

- Faucet adjustments
- Outside lights requiring some electrical work
- Leaks – a tarp has been put up to prevent leaks until caulking can be completed.

Bayside Elementary School KPod

Bayside Elementary School KPod

Bill Gargan reported that the estimated cost for tackable wall surfaces is \$15,000 to \$20,000 but that he needs good numbers before any action being taken. Project specifications will be prepared and bid out to meet contract code. Superintendent Bradley noted that the Board had hoped the work could be done over winter break but, considering current project status, she wondered if waiting until the February recess to mobilize the project would be in order. Mr. Gargan agreed that it would be necessary to wait.

Tackable Wall Surfaces

Mr. Gargan noted that he is also still waiting for costs for the painting on the outside metal, which his estimated at \$4,000 to \$5,000.

Painting

None.

Other

CONSENT AGENDA

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

- Minutes of the special/regular meeting of September 24, 2009
- Minutes of the special meeting of October 8, 2009
- Minutes of the regular meeting of October 22, 2009
- Minutes of the meeting of the Facilities Subcommittee of November 4, 2009

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- Payment of warrants under:
 - Batch 16 Voided
 - Batch 17 Fund 01 in the amount of \$12,893.88
 - Batch 17 Fund 13 in the amount of \$1,548.52
 - Batch 17 Fund 21 BOND in the amount of \$8,400.00
 - Batch 17 Fund 40 in the amount of \$218.00
 - Batch 18 Fund 01 in the amount of \$10,913.71
 - Batch 19 Fund 01 in the amount of \$53,476.45
 - Batch 19 Fund 13 in the amount of \$10,084.82
 - Batch 19 Fund 21 BOND in the amount of \$10,403.54
 - Batch 20 Fund 01 in the amount of \$173,898.97
 - Batch 20 Fund 21 BOND in the amount of \$46,342.60
 - Batch 20 Fund 40 in the amount of \$1,500.00
 - Batch 21 Fund 01 in the amount of \$13,860.34
 - Batch 21 Fund 13 in the amount of \$628.10
 - Batch 21 Fund 21 BOND in the amount of \$157,816.60
 - Batch 21 Fund 40 in the amount of \$21,622.88
 - Batch 22 Fund 01 in the amount of \$33,009.79
 - Batch 22 Fund 13 in the amount of \$3,768.76
 - Batch 22 Fund 21 BOND in the amount of \$23,209.36
 - Batch 22 Fund 40 in the amount of \$14,115.50
 - Batch 23 Fund 01 in the amount of \$79,139.84
 - Batch 23 Fund 21 BOND in the amount of \$5,719.80
 - Batch 23 Fund 40 in the amount of \$3,380.00
 - Batch 24 Fund 01 in the amount of \$70,116.30
 - Batch 24 Fund 21 BOND in the amount of \$15,160.13
 - Batch 25 Fund 01 in the amount of \$79,031.16
 - Batch 25 Fund 13 in the amount of \$585.45
 - Batch 25 Fund 21 BOND in the amount of \$2,453.64
- Director of Facilities and Operations' Report
- Renewal contract for Alan Biggs as an Independent Contractor providing Steel Pan Band Instruction for 6-8 at Martin Luther King, Jr. Academy
- Renewal contract for Luis Santos for ongoing technology instruction at Bayside School, November 16, 2009 through March 5, 2010
- Field Trip: **Destination:** Peer Summit - Kentfield **Address:** College of Marin - Kentfield **Date:** 11/13/09 **Teacher:** None-Sharon Turner Marin City Network Grades: 7/8
- Field Trip: **Destination:** Nature walk near campus **Address:** N/A **Date:** 12/07/09 **Teacher:** Hammons **Grade:** 4
- Field Trip: **Destination:** Nature walk in open space area off Rodeo Avenue **Address:** N/A **Date:** 12/08/09 **Teacher:** Scullion **Grade:** 2
- Field Trip: **Destination:** Nature walk in open space area off Rodeo Avenue **Address:** N/A **Date:** 12/08/09 **Teacher:** Horn **Grade:** 5
- Field Trip: **Destination:** Sausalito to San Francisco Ferry Holiday Decoration **Address:** Sausalito Ferry Terminal **Date:** 12/11/09 **Teachers:** Banks, Schmidt, Cassidy & Scullion **Grades:** K-2
- Field Trip: **Destination:** Muir Woods National Park/Monument **Address:** Mill Valley, CA 94941-2696 **Date:** 12/15/09 **Teachers:** Griffin, Moore, Rivera, West **Grades:** 6/7/8

- Field Trip: **Destination:** YMCA Point Bonita – Outdoor Education Program **Address:** Point Bonita, Sausalito, CA 94965 **Dates:** 01/19-21/10 **Teachers:** Griffin, Moore, Rivera, West **Grades:** 6/7/8
- Quarterly Report: Williams Act

ADMINISTRATIVE AND EXTERNAL

A Board Policy Workshop was hosted by the Sausalito Marin City School District on October 27/28, 2009 for three districts. New policies were reviewed and compared to existing policies. Approximately six weeks following the workshop, California School Boards Association (CSBA) will return updated board policies to the District for review one more time; then they will be agendized for Board action. The second review will be conducted by members of the Board Policy Subcommittee.

California School Boards Associations (CSBA) Agenda *Online* is a Web-based application that lets district and county governance teams and staff develop and access board meeting information through a secure Internet site. Their website, www.csbaagendaonline.net, provides detailed information. Board members who will attend the CSBA Annual Conference are encouraged to attend the December 3, 2009 workshop, 3:30 to 4:30 pm, titled Small or Large: Agenda *Online* Can Work for Your District to learn how the service can save resources and how it works. The Board will consideration contracting with CSBA for Agenda *Online* service at the December 10, 2009 Board meeting. The service cost would be \$2,770 in the first year and \$2,250/year in subsequent years.

A letter dated October 26, 2009 with supporting documentation from Orlando Lobo, Board President for Willow Creek Academy regarding request for Proposition 39 Facilities for the 2010/2011 school year was acknowledged received. A response is due in February.

President Trotter restated his interest to begin master planning for growth because it is getting more complicated each year – a facilities master plan, maybe more, was clarified to Trustee Ziegler. Mr. Trotter reported that the Willow Creek Academy Board has a retreat planned in early January; Ms. Cooper confirmed the date, January 6.

Trustee Newmeyer requested that Superintendent Bradley prepare District needs for discussion at the December 10, 2009 Board meeting, then calendar Willow Creek Academy to the January 21 Board meeting to report on their retreat.

Superintendent Bradley suggested a simultaneous Facilities Committee look at a facilities master plan and Staff projections of enrollment numbers. Dr. Bradley reflected that growth projected in the 2008/2009 school year did not materialize. Trustee Benjamin recommended enrollment projections for the next three to five years. Trustee Thornton added that the Board must take into consideration what will happen to Basic Aid as part of the planning process.

ADMINISTRATIVE AND EXTERNAL

Board Policy Development Workshop Update

Paperless Board Agenda

WCA Request for Proposition 39 Facilities for the 2010/2011 School Year

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Superintendent Bradley advised the Board that she had met with Sausalito District Teachers Association (SDTA) Co-Presidents, Susan Cassidy and Debra Moore. The conversation had focused on their thought that the principals be more responsible and held accountable for field trips, which matches recommendations from CSBA. Field trips that might be approved by principals are now being worked on. President Trotter suggested that, once the Board approves budget, the principals be given discretion to use it for field trips. Dr. Bradley noted that the current system is based on the Board's desire to pre-approve before an event took place and that the principals believe field trips should support the classroom activities. Dr. Bradley stated that, if the Board accepted the principals' view, then she too would be more inclined to rely on them for approvals. This will be addressed with policy changes.

Field Trips

None.

President's Report

Trustee Thornton requested a report on the school bus digital video system at the December 10, 2009 Board meeting.

Board Reports

Superintendent Bradley gave reminders of the upcoming:

- Art Walk on December 1
- CSBA Annual Conference December 3 – 5.

Superintendent's Report

M/s/c Thornton/Newmeyer/all to adjourn at 9:20 pm

ADJOURNMENT

Clerk *Karon Bjornin* Date 1-21-10

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.

December 10 One meeting in December due to holidays

UPCOMING EVENTS/IMPORTANT DATES

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November 23-27 Thanksgiving Recess
December 1 Parent Conferences/ Minimum Day – Bayside Elementary
December 1 ART WALK: A Celebration of Arts in the Sausalito Marin City Schools
Join us to celebrate students' artwork and musical performances.
Bayside Multipurpose Room, 630 Nevada Street, Sausalito, 5:30 pm to 7:30 pm
Free to the community.
December 3-5 California School Boards Association (CSBA) Annual Conference
San Diego, CA

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December 8	SMCSD Speaker Series – “How to Talk So Kids Will Listen” Parent Educator and Speaker: Ms. Julie King Bayside Multipurpose Room, 630 Nevada Street, Sausalito, 7:00 p.m. Free to the community
Dec. 21-Jan. 1	Winter Recess
December 25	Christmas Holiday
January 1	New Year Holiday
January 18	Ribbon Cutting Ceremony – Martin Luther King, Jr. Academy

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

December 16	
January 20	
February 10	Second Wednesday of the month due to vacation
March 17	
April 21	
May 19	
June 16	