

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

**BOARD OF TRUSTEES
REGULAR MEETING
MINUTES**

March 25, 2010

CLOSED SESSION: 5:32 PM

OPEN SESSION: 7:00 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, Susan Morris, Ellen Franz, Debra Moore, Natasha Griffin, Alison Neufeld, Susan Morris, Carol Cooper, Jonnette Newton, Stephen Strachan, Harold Oden, Clark Warden, Merritt Harrison, Yaqinah Abdur-Rahman, Kristen Fumarola, Sharon Turner, Ruth Nenabor, Elberta Eriksson, Edgar Furlong, 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 5:32 p.m.

Call to Order

CLOSED SESSION

CLOSED SESSION

The Board, Superintendent and District Legal Counsel, Alison Neufeld, went immediately into closed session. Closed session ended at 6:52 p.m.

OPEN SESSION

OPEN SESSION

Open session was reconvened at 7:00 p.m.

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

Report Out

Trustee Ziegler led the Pledge of Allegiance.

Pledge of Allegiance

M/s/c Thornton/Benjamin/all to table Item #12 District Single Plans for Student Achievement, remove Item #19 Willow Creek Academy Prop 39 Facilities Request, and approve the remaining agenda order

Agenda Order

WCA parent, Merritt Harrison, thanked the District Board for expanding the kindergarten program.

Public Comment

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WCA parent, Yaqinah Abdur-Rahman, addressed the Board about the after school program and whether there was enough variety in program to keep students engaged.

Kristen Fumarola, YMCA Point Bonita facilitator for restoration of Willow Creek over the past year, announced that Willow Creek Academy middle school students who helped with the project will be nominated for Youth Volunteers of the Year and acknowledged at an awards ceremony in June. Head of School, Carol Cooper, introduced Eric Beltran and Dylan Meade, students who have helped clean up the creek along with parents and teachers. Ms. Fumarola thanked Ms. Cooper and WCA teacher, Wendy Powell, for their leadership in the program. The next public creek restoration day: April 24, noon to 3:00 p.m.

EDUCATION

Superintendent Bradley acknowledged District students who have been re-designated as 'Fluent English Speakers' with Certificates of Accomplishment issued by the Board of Trustees:

Bayside Elementary: Jigme Yeshey, Grade 3 and Barbie Nguyen Grade 3

Martin Luther King, Jr. Academy: Luz Morales, Grade 8

Willow Creek Academy: Keely Aviles, Grade 5:
Aries Ceja, Grade 5: Alejandro Ceja, Grade 7 and Misbah Mamoon, Grade 5

A video of the school year in review, prepared by Susan Morris, was shown. The video was also shown at the recent annual Sausalito Woman's Club Tea for District teachers and administrators. Board members were very pleased with the presentation.

Head of School Cooper's report for Willow Creek Academy consisted of a reminder of WCA's invitation to attend their Toast to Teachers to be celebrated Friday evening, March 26, 2010. This year's annual WCA fundraiser will include an auction of artistically designed chairs.

Principal Newton's report for Bayside Elementary School included information on:

- Read Across America activities in the school, such as moms and dads reading to classes and the Book Fair
- Poetry writing in Grades 2 and 5, culminating with student readings of their poems out loud at Starbucks, Marin City.

Principal Strachan's report for Martin Luther King, Jr. Academy included information on:

- Academic progress being made by students according to February benchmark assessment testing: Grade 6 – 80% scoring Proficient in Reading; Grade 7 – more than 85% scoring Proficient or Advanced in Physical Science; 65% scoring Proficient in Algebra; those who are not are receiving one-to-one tutoring with the math teacher and other intervention activities

EDUCATION

Student
Accomplishment
Awards

District Presentation: A
Year in Review

Willow Creek
Academy
Report

Bayside Elementary
Report

Martin Luther King, Jr.
Academy Report

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- Parent conferences scheduled March 30 and April 1
- Teachers instituting technology into daily lessons and orienting students to the new Library/Media Center at MLK
- Teachers' visit to East Side College Prep School, East Palo Alto
- Continuing Algebra articulation with Tamalpais High School for the next school year
- Summer school planning meeting scheduled March 30
- Grades 6/7 boys' basketball team claim championship

Dr. Strachan concluded by expressing his thanks to members of Conservation Corp North Bay who have been busy in the development of the school garden over the last several weeks.

Tabled to April 22, 2010

District Single Plans
for Student
Achievement

Superintendent Bradley reviewed that State law mandates that District Emergency Preparedness Plans be presented to district Boards of Trustees for approval every March. She presented the updated District Emergency Preparedness Plans and noted additional emergency preparedness measures taken. Dr. Bradley also reported that the District would participate in Quake Day, October 1, 2010.

District Emergency
Preparedness Plans

Superintendent Bradley responded to questions from Trustee Benjamin regarding how frequently procedures are practiced, the emergency telephone tree process and the frequency of updating emergency contact information for both staff and students.

M/s/c Thornton/Benjamin/all to approve the updated District Emergency Preparedness Plans

Superintendent Bradley reviewed the District Master Plan for English Learner Programs, updated to meet the Categorical Program Monitoring requirements that were revised August 13, 2009.

District Master Plan for
English Learner
Programs

M/s/c Benjamin/Ziegler/all to approve the updated District Master Plan for English Learner Programs

Superintendent Bradley reviewed the Bilingual Tester Waiver Request, which would allow an informal survey to be administered in lieu of a Primary Language Survey in the student's home language.

Bilingual Tester
Waiver Request

M/s/c Thornton/Newmeyer/all to approve the Bilingual Tester Waiver Request

Superintendent Bradley reviewed three Parental Involvement Policies (Plans):

Parental Involvement
Policies (Plans)

- A. District Wide Parental Involvement Policy, a new policy,
- B. Bayside Elementary School Parental Involvement Policy, updated,
- C. Martin Luther King, Jr. Academy Parental Involvement Policy, updated.

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President Trotter suggested the use of text messaging to parents as another resource for informing parents of school activities and functions.

Benjamin/Thornton/all to approve the:

- A. District Wide Parental Involvement Policy,
 - B. Bayside Elementary School Parental Involvement Policy, and
 - C. Martin Luther King, Jr. Academy Parental Involvement Policy,
- with the addition of text messaging to parents

MLK Principal Strachan spoke of what is being done to communicate with parents and improve parent attendance/involvement in the schools. He indicated that he was pleased with the current parent response. Bayside Principal Newton indicated that she too was pleased with parent response at Bayside and by the English Learner Advisory Committee (ELAC) which meets separately from the School Site Council.

Ms. Abdur-Rahman expressed concern about the Bilingual Testing Waiver and encouraged the Board to reach out to parents about student support services; some parents may be feeling culturally isolated. Superintendent Bradley clarified that the Bilingual Testing Waiver is not intended to exclude any parent; District parents are full participants. There are programs for translation services if language barriers exist.

Superintendent Bradley reported that the California Department of Education requires school districts to annually submit School Accountability Report Card(s) (SARCs), approved by the district's Governing Board, for each school in the district. School districts are also required to publicize such reports, and notify parents and guardians that a copy will be provided upon request. With the Board's consideration of the 2008/2009 SARCs, all requirements for the current school year will be fulfilled for all three district schools.

School Accountability Report Card(s) (SARCs)

Trustee Thornton recommended that copies be distributed to organizations that serve the school district.

M/s/c Newmeyer/Ziegler/all to approve the 2008/2009 School Accountability Report Card(s) (SARCs) for Bayside Elementary School, Martin Luther King, Jr. Academy and Willow Creek Academy and to disseminate them appropriately.

Margie Bonardi reviewed the Enrollment Report as of March 22, 2010: Bayside Elementary, 118; Martin Luther King, Jr. Academy, 52 and Willow Creek Academy, 179 for a total District enrollment of 348.

Enrollment Report

BUDGET

BUDGET

Clark Warden presented the Willow Creek Academy financial report for February, 2010, noting a shift from projecting a small surplus at year end to projecting a small deficit of about \$9,000. He also reported that WCA had received an unanticipated \$5,000 from a public source.

Willow Creek Academy Financial Report

FACILITIES

Removed from the Agenda

CONSENT AGENDA

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

- Minutes of the special meeting of February 11, 2010
- Minutes of the regular meeting of February 25, 2010
- Minutes of the special meeting of March 11, 2010
- Minutes of the Facilities Committee meeting of February 22, 2010
- Minutes of the Facilities Committee meeting of March 4, 2010
- Minutes of the Facilities Committee meeting of March 16, 2010
- Payment of warrants under:
 - Batch 40 Fund 01 in the amount of \$44,065.41
 - Batch 40 Fund 13 in the amount of \$3,879.36
 - Batch 40 Fund 21 BOND in the amount of \$12,764.35
 - Batch 40 Fund 40 in the amount of \$2,855.91
 - Batch 41 Fund 01 in the amount of \$79,253.36
 - Batch 41 Fund 13 in the amount of \$1,888.06
 - Batch 41 Fund 21 BOND in the amount of \$23,345.59
 - Batch 41 Fund 40 in the amount of \$548.10
 - Batch 42 Fund 01 in the amount of \$66,205.08
 - Batch 42 Fund 21 BOND in the amount of \$15,416.81
 - Batch 42 Fund 40 in the amount of \$431,378.67
 - Batch 43 Fund 01 in the amount of \$18,978.99
 - Batch 43 Fund 13 in the amount of \$2,254.77
 - Batch 43 Fund 21 BOND in the amount of \$2,049.68
 - Batch 43 Fund 40 in the amount of \$10,000.00
 - Batch 44 Fund 40 in the amount of \$5,000.00
- Director of Facilities and Operations' Report
- Field Trip: **Destination:** Starbucks for Poetry Reading for Parents and Community **Address:** Marin City **Date:** 03/22/10 **Teachers:** Horn/Scullion **Grades:** 2 & 5
- Field Trip: **Destination:** Marin Headlands **Address:** Rodeo Beach **Date:** 03/29/10 **Teachers:** Cassidy/Schmidt/Horn **Grades:** 1 & 5
- Field Trip: **Destination:** Walking; open space area above school off Rodeo Avenue **Dates:** 03/30/10 & 04/21/10 **Teacher:** Scullion **Grade:** 2

ADMINISTRATIVE AND EXTERNAL

Superintendent Bradley recommended a three (3) year renewal contract with Stephen Roatch Accountancy Corporation for the 2009/2010, 2010/2011 and 2011/2012 school years. The only change would be in the supervision of the District's audit because the term of Stephen Roatch to personally service the District's account has expired according to accountancy regulations. Corporation Vice President, Habbas Nassar, CPA, would take over supervision of District audits.

FACILITIES

WCA Prop 39
Facilities Request

CONSENT AGENDA

**ADMINISTRATIVE
AND EXTERNAL**

Contract for District
Auditor

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M/s/c Thornton/Ziegler/all to approve a three (3) year contract with Stephen Roach Accountancy Corporation for the 2009/2010, 2010/2011 and 2011/2012 school years.

Superintendent Bradley recommended and the Board agreed on May 26, 2010 for the Ribbon Cutting Ceremony at Martin Luther King, Jr. Academy. The event will begin at 5:00 p.m.

Ribbon Cutting Ceremony – MLK

No report

President’s Report

Trustee Thornton donated a book to the middle school library to encourage student awareness of the accomplishments of women who are inducted into the Marin Women’s Hall of Fame.

Board Reports

Superintendent Bradley reported that earlier in the day she met with the Marin County Civil Grand Jury who applauds the District’s progress.

Superintendent’s Report

M/s/c Thornton/Benjamin/all to adjourn at 8:15 p.m.

ADJOURNMENT

Clerk Karen Benjamin Date 4-22-10

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.

- April 22 One April meeting-spring recess
- May 13*
- May 20
- June 10 Two meetings in June
- June 24
- July 22 One July meeting-summer break
- August 12*
- August 26
- September 9*
- September 23
- October 14*
- October 28
- November 18 One November meeting-holidays
- December 7 One December meeting-holidays

UPCOMING EVENTS/IMPORTANT DATES

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- March 27 Little League Opening Day Parade 11:00 a.m. Begins at the Discovery Museum
- March 30 and April 1 Parent Conferences/Minimum Days – MLK
- April 10 First Grade Performance in the Cherry Blossom Festival, San Francisco
- April 12-16 Spring Recess – No School
- April 16 Classified In Lieu Holiday
- May 19 Open House – Bayside, 6:00 – 8:00 p.m.

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May 26	Open House – MLK, 5:00 - 7:00 p.m.
May 27	2010 Education Evening/Golden Bell Awards Dominican University, 4:00 p.m.
June 10	Last Day of School for Students
June 11	Teachers' Last Day

FUTURE CHARTER SCHOOL BOARD MEETING DATES

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

April 21
May 19
June 16

**FUTURE CHARTER
SCHOOL BOARD
MEETING DATES**