

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

**BOARD OF TRUSTEES
REGULAR MEETING
MINUTES**

June 24, 2010

STUDY SESSION: 6:15 PM
OPEN SESSION: 7:00 PM

MEMBERS PRESENT:

Mark Trotter, President

Karen Benjamin

Thomas Newmeyer (arrival 6:22 pm)

Shirley Thornton (via telephone w/ notice posted 818 S. Curson, L.A., CA)

William Ziegler

Debra A. Bradley, Superintendent and Secretary to the Board

Others Present: Pamela Dake, Elberta Erikson, Ellen Franz, Megan Bolduc, Ricardo Moncrief, Orlando Lobo, Elexis Wise, Ruth Nenaber, Montgomery Stewart of Keenan & Associates, Josh Cohen of CA Architects, Margaret Bonardi, Business Manager, and Linda Woodbury taking minutes.

President, Mark Trotter, called the meeting of the Sausalito Marin City School District Board of Trustees to order at 6:19 p.m.

Call to Order

**STUDY SESSION
DISCUSSION OF PARENT PARTICIPATION**

Superintendent Bradley reported that the staff met on June 15 to continue the discussion the Board of Trustees began on June 8 during the study session on parent participation. See materials presented, entitled, "Family Outreach / Parent Participation". Much discussion followed. Family outreach calls to parents will be made the last week of August by the Board members.

STUDY SESSION

REGULAR SESSION

Regular session was convened at 7:00 p.m.

President Trotter led the Pledge of Allegiance.

Agenda Item #18 was removed and the remaining agenda order was approved.

REGULAR SESSION

Pledge of Allegiance

Agenda Order

Elberta Erikson presented a letter addressed to Superintendent Bradley from Terrie Green, Program & Community Outreach Director and Marin City Health & Wellness Center. She asked if there was a District system in place to evaluate the food service companies, and if not, what criteria

Public Comment

were used to select a food service company. The letter asked many other questions regarding the District's food service contract and school nutrition, and requested written answers District by June 30, 2010.

WILLOW CREEK ACADEMY 2010/2011 BUDGET

**Willow Creek
Academy Budget
2010/2011**

Clark Warden addressed the Board, presenting the 2010/11 Willow Creek Academy Budget for review and acceptance. Please see June 22, 2010 Budget Submission packet, which also included a Multi-Year Budget requested by the County. Discussion and action followed.

M/s/c Trotter/Benjamin/all to accept the Willow Creek Academy Budget for 2010/11.

DISTRICT 2009/2010 BUDGET

**District 2009/2010
Budget**

Public Hearing

Public Hearing on
State Categorical
Funds 2009-2010
Resolution #622

President Trotter gaveled the Opening of the Public Hearing: 7:15 pm

State Categoricals – Tier III Programs 2009/10

As a condition for the receipt of Tier III State Categorical funds which are included in the District's 2009/2010 budget, a public hearing must be held to discuss the proposed use of the funding and take testimony from the public. The Board must also approve or disapprove the proposed use of the funding.

The Tier III State Categorical programs subject to flexibility are:

Gifted and Talented Education (GATE)
Instructional Materials Fund
Targeted Instruction Improvement Block Grant
Supplemental Hourly Programs
School and Library Improvement Block Grant
School Safety Block Grant
Arts and Music Block Grant
Child Oral Health Assessment
Counselors, Grades 7-12
Professional Development-Reading/Math
Nel Soto Parent Involvement (Grant program eliminated; carry over only
Deferred Maintenance

Hearing no comments, President Trotter closed the public hearing at 7:30 p.m.

M/s/Roll Call Ziegler/Benjamin Ayes 5, Noes 0 to approve Resolution # 622, Accepting State Categorical Funds and Implementing Flexibility Authorized by SBX3 4 2009-10

DISTRICT 2010/2011 BUDGET

**District 2010/2011
Budget**

Margaret Bonardi presented the proposed 2010/11 Budget. She outlined what the District received from tax assessments, explaining that reassessment numbers are not yet final. She reported that due to loss in tax revenues, the District will have a deficit of \$64,065 in the 2010-11 general fund. Ms. Bonardi outlined proposed sources to fill the deficit, including the use of categorical funds. The District has been conservative with expenditures, supplies and equipment, and are exploring ways to conserve electricity. We are still maintaining a 10% Board reserve.

Superintendent Bradley recapped the presentation of the Business Manager, adding that staff is still waiting to hear what the State will do with its budget, and how that will affect the local budget.

Discussion followed:

President Trotter: Have we included our anticipated Fair Share?

Ms. Bonardi: Yes, it is included for the 2010/11 year; however, Fair Share may become a debatable issue in the future.

Mr. Newmeyer: Do the property tax assessments include both Sausalito and Marin City?

Ms. Bonardi: Yes, all areas that belong to the District.

Superintendent Bradley: Even though we can correct the deficit projected, we must look at trends and project out three years.

Ms. Benjamin: Should we let the public know what is going on with respect to the District budget?

Superintendent Bradley: There have been ongoing articles in the newspapers about state funding; where we can make this information known, we will. We will also continue programs through the Marin Community Foundation. Staff is taking efforts to continue programs through offset funding through other organizations.

Mr. Ziegler: This could be a crisis in a few years. We need to address this at a whole Board meeting with a smaller agenda in August. The Finance Committee could also focus on long term finance – a 5-year plan to build up the reserve account and to raise funds.

Dr. Thornton: We should also look at how the charter school is affecting the budget.

Ms. Benjamin: We need counsel input on this.

Mr. Ziegler: We need counsel input on all of this.

Superintendent Bradley: Counsel was scheduled to attend the June 8 meeting, and is available to meet with the Finance Committee. (Dr.

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Bradley will coordinate this effort.)

Margaret Bonardi in conclusion: Public entities recover slower than the economy. It is very difficult to keep up with reductions, particularly when the District is growing. We get new students, but it doesn't change our property tax base.

Public Hearing

Public Hearing on
District 2010/2011
Budget

President Trotter announced that the Public Hearing was open at 7:47 p.m. There were not comments. President Trotter gaveled the Public Hearing closed at 7:48 p.m.

M/s/c Ziegler/Benjamin/all to adopt the District budget for the 2010/2011 school year.

Public Hearing

Public Hearing on
State Categorical
Funds 2010-11
Resolution #623

President Trotter gaveled the Public Hearing open at 7:50 p.m.

State Categoricals – Tier III Programs 2010/11

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Professional Development-Reading/Math
Nel Soto Parent Involvement (Grant program eliminated; carry over only
Deferred Maintenance

Questions/Discussion:

Alexis Wise: I understand that there is a deficit of \$64,065, and the manager has asked to take funds from counseling. Is it completely funded through another grant?

President Trotter: We are not losing any services.

Mr. Ziegler: Is there a change in the music area? Does it cover Willow Creek?

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Ms. Bonardi: Yes, that won't change. The funding remains for the music teacher position. The original candidate just turned it down.

President Trotter gaveled the Public Hearing closed at 7:56 p.m.

M/s/Roll Call Ziegler/Benjamin Ayes 5, Noes 0 to approve.

Resolution #623, Accepting State Categorical Funds and Implementing Flexibility Authorized by SBX3 4 2010-11.

SPECIAL PRESENTATION

**SPECIAL
PRESENTATION
SAFETY ISSUES**

Safety and Personal Appliances in the Classroom

Superintendent Bradley introduced Montgomery Stewart of Keenan & Associates, and explained why she asked him to address the Board on the matter of safety and personal appliances in the classroom.

Mr. Stewart presented an overview of Keenan's concerns when they inspect for property and liability hazards. Rather than present his PowerPoint presentation on screen, he said that a printout would be distributed at the end of the meeting. He noted that it contained many photos of hazards, especially fire hazards. He advised that if personal appliances are left in the classroom, there are possible catastrophic consequences. In addition, there are savings on claims from damages and from energy conservation.

Superintendent Bradley stated that the staff will recommend a policy applying new standards to the classroom.

School Transportation

Superintendent Bradley asked Mr. Stewart to speak on the subject of alternate school transportation. She stated that the District can usually support field trips with its own transportation, but on one occasion it could not. Mr. Stewart stated that with so many security variables with parent drivers, he recommended that the District use its own transportation or that parents only transport their own children.

Discussion followed:

- In response to a question of fatalities coverage, Mr. Stewart assured the Board that it is fully covered.
- Dr. Bradley: Whose duty is it to inspect the private vehicle?
- Mr. Stewart: The private owner is negligent if he does not use ordinary care, but no statutory duty.
- Dr. Thornton: These are worst case scenarios. On one hand we want parent involvement, and then we are advised to act based on fear of negligence.
- Ms. Benjamin: Other districts often use public transportation. This is a very worrisome issue because we want the kids, the District, and the parents to be safe.

President Trotter recommended that automatic approval for field trip transportation be given through the budget.

EDUCATION

Jonnette Newton, Principal of Bayside Elementary, addressed the Board. She stated that she was proud to report that Bayside sent all 5th graders to Martin Luther King Middle School this year. She thanked the Board and the District Office for its continued support through the school year.

Superintendent Bradley reported that the Marin Community Foundation (MCF) has contracted with Connect EDU to enable grantees from the Marin Community Foundation Strategic Initiative on College Readiness to have limited access to demographic data for selected students of Sausalito Marin City schools. The Staff recommended Board approval of the Connect EDU agreement, which also gives students and parents access to career/college planning on the Connect EDU website.

President Trotter: Do we get feedback from the program?

Dr. Bradley: The feedback would go to the Foundation, who is funding the providers, but no commitment to give the feedback back to the District.

Ms. Benjamin: Do parents have to give permission, or do they have the option not to participate?

Dr. Bradley: Yes. Confidentiality is the most important concern.

President Trotter asked if there was any further discussion.
No further discussion.

M/s/c Benjamin/Newmeyer/all to work on setting up the Connect/EDU Agreement to be used in the District

FACILITIES

Traffic Turn Around Project (Emergency Resolution #614)

Bill Gargan reported on the status of the bids and approvals for the Traffic Turn Around Project. McGuire Hester submitted a successful bid of \$176,535. DSA (Division of State Architect) approval progress has begun (see next item).

M/s/c Newmeyer/Benjamin/all to direct the Superintendent to approve the bid to repair the road turnaround on the driveway adjacent to 33 Buchanan Street, Sausalito

CA Architects

Josh Cohen of CA Architects reported on progress to obtain DSA approval. He is currently collecting proposals from consultants for the implementation of the DSA approval process. Actual submittals will be very involved; he is pushing for 4 weeks. CA Architects proposes an \$8,500 increase to the initial proposal fee of \$25,000.

EDUCATION

Principal's Report –
Bayside Elementary

Connect EDU

FACILITIES

Traffic Turn Around
Project, Emergency
Resolution #614

CA Architects

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President Trotter: There is not another Board meeting for a month. In order not to lose any time, if necessary, we could organize a special Board meeting during the submittal process.

Mr. Ziegler: We are happy to meet with CA Architects. We could also send a letter saying we are moving forward to next phase.

M/s/c Ziegler/Newemeyer/all to increase the \$25,000 contract with CA Architects by a not to exceed amount of \$8,500. Superintendent Bradley will send the letter.

CONSENT AGENDA

CONSENT AGENDA

M/s/c Roll Call Ziegler/Benjamin Ayes 5 Noes 0 to approve:

- Minutes of the Study Session and Regular Board Meeting of June 8, 2010.
- Payment of warrants under:
 - Batch 55 Fund 01 in the amount of \$38,067.25
 - Batch 56 Fund 01 in the amount of \$15,337.36
 - Batch 56 Fund 21 BOND in the amount of \$1,323.96
 - Batch 57 Fund 01 in the amount of \$148,035.27
 - Batch 57 Fund 13 in the amount of \$4,857.27
 - Batch 58 Fund 01 in the amount of \$4,211.55
 - Batch 59 Fund 01 in the amount of \$112,851.81
 - Batch 59 Fund 13 in the amount of \$29.70
 - Batch 60 Fund 01 in the amount of \$160,518.67
 - Batch 60 Fund 13 in the amount of \$5,730.69
 - Batch 60 Fund 40 in the amount of \$2000.00
 - Batch 61 Fund 01 in the amount of \$3,962.15
- Contract with Youth in Arts – 3 Visual Arts Positions
- Contract – Arts Program Coordinator
- New Hire – Director of Maintenance & Operations
- Contract of Contra Costa County Office of Education for MediCal Billing Services 2010/2011

ADMINISTRATIVE AND EXTERNAL

**ADMINISTRATIVE
AND EXTERNAL**

M/s/c Ziegler/Newmeyer/all to approve the following:

Resolutions 616-621

- Authorization to Sign on Behalf of the Governing Board – Superintendent, Resolution #616
- Authorization to Sign on Behalf of the Governing Board – Business Manager, Resolution #617
- Authorization to Sign on Behalf of the Governing Board – Assistant to Business Manager, Resolution #618
- Authorization to Sign on Behalf of the Governing Board – Assistant to Superintendent, Resolution #619
- Authorization of Budget Transfers to Permit Payment of Obligations at Close of Year, Resolution #620
- Authorization of Temporary Transfer of Funds, Tax Anticipation (TAN), Resolution #621

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M/s/c Ziegler/Benjamin/all to approve a contract with Discovery Office Machines for the lease of 3 site copier (Kyocera) effective July, 2010.

Office Machines

M/s/c Newmeyer/Benjamin/all to reject the claim filed by AXIS Architecture

Claim by AXIS Architecture

None

President's Report

As part of Nutrition sub-committee, Karen Benjamin reported on the progress of Team Nutrition Program.

Board Reports

Ms. Benjamin: We are trying to work within the budget and adhere to federally mandated program. Preferred Meals, the current provider, reminds us that children need to like the food as well. There are many restraints and guidelines, but change is coming. We are also dealing with issues of kids bringing food onto campus, and how much ability the District has to encourage better behavior.

Mr. Newmeyer: Very informative.

Superintendent Bradley: We should clarify that it is not as much Preferred Meals, but federal guidelines that we are trying to comply with. There is also the issue of marketing: the description of food is to appeal to students but, at the same time, not violate nutritional guidelines. We need a communication with the parents showing that our nutrition program is working, and that the children are receptive to learning.

None

Superintendent's Report

M/s/c Thornton/Benjamin/all to adjourn at 8:40 pm

ADJOURNMENT

Clerk Karen Benjamin Date 7-29-10

Secretary _____

FUTURE 2010 DISTRICT BOARD MEETING DATES

July 29
August 12
August 26
September 9
September 23
October 14
October 28
November 18
December 7

FUTURE BOARD MEETING DATES