

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

**BOARD OF TRUSTEES
STUDY SESSION AND REGULAR MEETING
MINUTES**

August 26, 2010

OPEN SESSION: 6:10 PM
CLOSED SESSION: 8:55 PM
OPEN SESSION: 9:09 PM

MEMBERS PRESENT:

Mark Trotter, President

Karen Benjamin, arrived at 6:18 p.m.

Thomas Newmeyer

Shirley Thornton

William Ziegler

Debra A. Bradley, Superintendent and Secretary to the Board

Others Present: Art Bell, Marilyn Nelson and Clare Keating of Preferred Meal Systems; Pamela Dake, Wendy Cliff, Elberta Eriksson, Linda Armstrong, Megan Bolduc, Susan Cassidy, Sharon Turner, Jim Scullion, Fran Nelson, Edgar Furlong Andrew Boyd Goodrich Gerry Klor, Julius Holtzclaw, Jonathan Logan, Natasha Griffin, Ruth Nenabor, Scott Davidson, Andrew Ehrenfeld, Nancy Johnson, Jacquelyn Hall, Leticia Jones, Wendy Todd, Christine Jones, Rob White, Forrest Corson, Bill Gargan, Robert Marcus, Tenisha Tate, Jonnette Newton, Karen Brinkman, Alec Lee, Emily Darawish, Matt Helmenstine, Carol Cooper, Orlando Lobo, Clark Warden, 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 6:10 p.m. Call to Order

M/s/c Thornton/Newmeyer/all to table Item 12-1 to the September board meeting and approve remaining agenda order Agenda Order

STUDY SESSION

STUDY SESSION

Vision Statement

“ALL STUDENTS ARE ACADEMICALLY AND SOCIALLY PREPARED TO COMPETE AND BE SUCCESSFUL AT EACH GRADE LEVEL”

- Parent Participation
- After-School Programs
- Facilities
- Sports Programs
- Non-Profit Partners
- Campus Appearance
- Working Relationship with Organized Labor
- Alternate Sources of Revenue

The Board of Trustees discussed nutrition, student meals and the Wellness Policy.

Mark Trotter displayed Board Policy 5030, Wellness Policy, current policy due for revision. He asked if everyone had seen it and whether someone wants to help update it.

Public Comment

Preferred Meal Systems, current food provider for Bayside Elementary and Martin Luther King, Jr. Academy:

Clare Keating, Director of Account Management, introduced Art Bell, Executive Vice President of Sales, and Marilyn Nelson, Vice President of Marketing

Ms. Keating made a power point presentation, highlighting Preferred Meal Systems':

- Guaranteed compliance with nutritional requirements
- Fresh fruit/vegetables daily, including a salad bar
- Food preparation; fresh frozen; shipped frozen
- Meeting the 5 components of the meal pattern daily
- Averaging of nutrients over one week; some days more, some days fewer
- Calories: 785 per meal
- Anticipation October 1 of :
 - Implementation of new Institute of Medicine regulations
 - Removal of sugary items from menus, permissible if nutrients are met
 - Reduction of calories per meal

Trustee Benjamin expressed an interest in additives and the way the meat is raised, important because of the residual effect on a child's body. Art Bell reported that food manufacturers are moving quickly to remove excess sodium. Product specifications are available. Ms. Benjamin also noted her interest in milk and Margie Bonardi clarified that the District has a separate supplier for milk. It is not provided by Preferred Meal Systems but by Clover-Stornetta.

Scott Davidson, Marin Organic, thanked the Board for having the group here tonight.

Pamela Dake, member of the School Food and Nutrition Advisory Committee, expressed her interest to collaborate with the Board to have healthy and fit children. She had two focus items: 1) transition to a sustainable food program (healthy, organic when possible, fresh sourced and produced without hormones) and 2) to ensure committee members are included on the Wellness Counsel. Ms. Dake referenced packets provided to the Board at the beginning of the meeting.

Linda Armstrong, Public Health Program Manager for Marin Health and Human Services CA Nutrition Network, expressed her interest in sustainability, fresh, organic, local food. She would like to partner with the District and stressed the importance of integrating nutrition education into the classroom.

Judy Shils, Executive Director of Teens Turning Green, an organization that promotes healthy food programs within schools. Ms. Shils referenced Project Lunch, a stakeholder collaborative spearheaded by Teens Turning Green. She encouraged the engagement of all people to gather a collective wisdom and seek the best in food provision for school lunch programs. Ms. Shils conveyed her interest in working with Preferred Meal Systems because of their experience and wisdom.

Scott Davidson, Marin Organic, a key stakeholder in the Project Lunch collaborative, expressed his goal to ensure that students have weekly access to organic foods for school lunch. Marin Organics works with food service directors who provide food through their own kitchens by assisting them to gain access to local food. He encouraged a thoughtful comparison of feeding kids vs. holistically nourishing kids. Marin Organics has an education program designed for school groups. Mr. Davidson was excited about the possibilities in Marin County and reported working with three locally owned catering companies, Revolution Foods being one of them. Novato Unified School District (NUSD) is one of many school districts that Marin Organics works with. To date they have not worked with a national company that is shipping food (such as Preferred Meal Systems, Inc.), but Mr. Davidson indicated he was very interested in working with such an organization.

Thomas Newmeyer asked who from the collaborative engages with Novato. Mr. Davidson explained that it is the NUSD Food Director.

Judy Shils clarified that the collaborative wants to partner with others who have expertise to share and who also have an interest in the collective expertise of the collaborative.

Mr. Davidson encouraged the Board to consider what is available locally to support kids.

Next Steps:

Shirley Thornton: Meet with the Committee in partnership to combine local resources with what we already have.

Bill Ziegler: The Committee should make recommendations.

Karen Benjamin and Thomas Newmeyer will explore the interweaving of Preferred Meal Systems with local resources.

Superintendent Bradley: The food sub committee should meet and continue. The Wellness Policy needs an update; the process should include at least two parents and the school nurse. She also recommended inviting the participation of Linda Armstrong, the Committee and Preferred Meal Systems.

Bill Ziegler noted that he is also interested in the physical fitness portion of Wellness Policy which will be discussed separately.

In response to a question from Pamela Dake, Mark Trotter clarified that the District schools do not have commercial kitchens.

Susan Cassidy, noting her cooking experiences with kids, advised that kids are attracted to fresh food, even sautéed chard.

The Study Session ended at 7:10 p.m.

REGULAR SESSION

Several persons addressed the Board regarding school nutrition:

Public Comment

- Lois Riddick, a Marin City resident, thought that seeking the best in providing food to kids is a wonderful and just thing to do.
- Leticia Jones reported her observation that sometimes what is being served is not the same as what the school menu shows.
- Jackie Hall asked why all District schools can't have the same menus.
- Elberta Eriksson stated that nutrition is part of emotional health and emotional well-being. She encouraged incorporating community involvement and suggested that the food topic be regularly calendared to complete this work.
- LaMonte Bishop spoke on behalf of Senator Mark Leno, particularly of his concern for diabetes.

Susan Cassidy addressed the opening of school and thanked Principal Newton for her wonderful leadership; the schedule is gorgeous; the art grant includes dance to incorporate throughout the day.

Sharon Turner speaking on behalf of The Hannah Freedom School:

1) requested the Board agendaize a September presentation and overview of the first Hannah Freedom School, and;
2) requested the use of Martin Luther King Jr. Academy facilities to house The Hannah Freedom School in 2011; it served 39 Marin City children. The program was denied facility use for the 2010 program due to other commitments of the District; 2011 enrollment is anticipated at 50 and it is critical to know as soon as possible the disposition of this request. She appealed to the Board for a decision at the September Board meeting.

Andrew Ehrenfeld, K12 Inc., advertised for a partnership between K12 and the District for online learning programs; there are no online learning programs in all of Marin County.

Pamela Dake requested that the School Food Advisory Committee be agendaized for the September Board meeting.

EDUCATION

EDUCATION

Superintendent Bradley introduced Boys and Girls Club Program Director, Mr. Robert Marcus.

Boys and Girls Club

Mr. Marcus shared his background and reported on the After School Program:

- The program is located on the Bayside/Willow Creek campus; office in the library loft
- Student registration is at 100
- Students participating daily is at 90
- Enrollment has exceeded target of 85
- Applications to date 150; wants to increase staff

- The wait list is split fairly evenly between schools, primarily kindergarten through second grade

Trustee Thornton asked what it would take to fund the program to include the wait listed students. Superintendent Bradley will discuss with David Solo, President and CEO of the Boys & Girls Club and come back to the Board.

Trustee Thornton recommend Mr. Marcus go to 94965 first, then beyond for hiring. There is a lot of local talent.

Trustee Benjamin asked how many more people are needed. Mr. Marcus thought 2-3 more would dissolve the waiting list.

Trustee Benjamin asked if the wait list due to hiring or funding. Mr. Marcus thought that hiring additional staff will cover the wait list but could not speak to funding which will be addressed by others.

Mr. Marcus was welcomed to the District.

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

Willow Creek Academy

- Enrollment of 216 as of August 26; staff overwhelmed with the success of their outreach
- Students are enrolled from all aspects of the local community
- Beginning the year with student assessments
- WCA Foundation to fund Spanish program.

Ms. Cooper thanked District Office staff and Forrest Corson for their involvement with rerouted traffic flow for the school opening.

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

Bayside Elementary

- Marin Community Foundation grant for Pre K-3 to close the readiness gap: will begin with aligning the Head Start pre school (because they are already with the District), the Foundation and kindergarten standards for successful language development. This is our first year; we want to assess our initiative before reaching out to other preschools.
- Traffic flow, which worked very smoothly
- Bayside's focus this year: preparing students for college readiness, whether they choose college or not
- College T-shirts issued to Students of the Week that say Bayside Elementary on the front and College Prep Begins Here on the back.

Trustee Thornton mentioned the wonderful article the Marin Independent Journal had written, picturing Ms. Newton on the opening day of school. She suggested the schools obtain catalogues for African American colleges and she offered to purchase more T-shirts for Students of the Week.

Trustee Benjamin asked about assessments in preschool for interventions at school. Ms. Newton reported that the school wants

assessment information when students arrive for kindergarten and that the school now asks if a student attended preschool. Head Start teachers and District teachers will be visiting each other; preschool DIBBLES is being considered. Trustee Thornton added that students need vocabulary before the assessment so that it is truly an assessment.

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

Martin Luther King, Jr.
Academy

- Getting acquainted; students are refreshing, full of energy and eager to learn
- Students wrote letters to her to introduce themselves and she wrote back; will continue this dialogue and also now has writing samples; was quite pleased.
- Continuation of the work of closing the achievement gap
- Professional Development Day August 27
- Classroom observations
- Professional learning communities where you keep working on your work over time; very excited about that process
- Charge to extend the school day beginning November 1 with Bridge the Gap; adding art and music after school

Ms. Brinkman was welcomed to the staff.

Superintendent Bradley introduced District Social Worker/Outreach Coordinator, Ms. Tenisha Tate, who discussed the objectives of her position to support the instructional program:

Social
Worker/Outreach
Coordinator

- Mission Statement: The District Social Worker/Outreach Worker supports the instructional program and helps each student maximize his/her potential by developing the whole child, through ensuring that students' non academic needs are met by means of parent engagement, student socio-emotional development, character building and teacher consultation.
- Goals: Every student will have an identified family member to attend school events, an assigned mentor from the community and be connected to one caring adult at school.

Ms. Tate reviewed the process of coordinating services for students. She reported that learning/needs assessments will be accomplished through classroom observations and teacher surveys. Further conversations are planned around parent and teacher support and the Grand Opening of the Parent Center at 5:30 p.m. on September 22, 2010 during Back to School Night at Martin Luther King, Jr. Academy.

Ms. Tate was welcomed to the staff.

Trustee Benjamin offered to share her expertise with Ms. Tate. Elberta Eriksson offered to introduce Ms. Tate to organizations that are doing outreach.

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Superintendent Bradley presented certificated staff assignments at Bayside Elementary School and Martin Luther King, Jr. Academy for the 2010/2011 school year: Staff Assignments

Bayside

Kindergarten	Jennifer Banks
Grade 1	Jim Scullion
Grade 2	Susan Cassidy
Grade 3	Paula Hammons
Grade 4	Ellen Franz
Grade 5	O.J. Mitchell
SDC/Resource Specialist	Megan Bolduc
Technology	Brian Nielsen
Nutrition	Natasha Griffin

Bayside/MLK

Librarian	Fran Nelson
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MLK

Grade 6 ELA/Social Studies: Resource Specialist/AVID	Debra Moore
Grades 6/7/8 Math & Algebra; Technology	Bryan Nielsen
Grades 7/8 ELA/ Social Studies	Carmen Rivera
Science/Nutrition	Natasha Griffin

A brief break was taken.

Rob White, Information and Data Systems Support Specialist, reported an overall increase in proficiency in all three schools. Mr. White presented preliminary data on 2010 California Standards Test (STAR) results for Bayside Elementary and Martin Luther King, Jr. Academy through:

STAR Assessment
Results 2010

- Two year scale scores in English Language Arts, Math and looping teachers
- English Language Arts and Math Strands Quartile Performance – Grades 2-8

Teachers receive more in-depth data on each student in order to assess each student. District parents receive letters showing their individual student's scoring.

Mr. White presented preliminary data on 2010 California Standards Test (STAR) results for Willow Creek Academy separately due to their designation as a charter school.

At the September Board meeting a more in depth analysis will be given, which will include science and social studies. Academic Performance Index (API)/Adequate Yearly Progress (AYP) scores delayed to September 9.

Mr. White reported that the percentage of Bayside and MLK students who took the tests was 99%; WCA's percentage was also high.

Tabled

Summer School

Alec Lee, Emily Enstice, and Matt Helmenstine, representatives of the Aim High summer program at Martin Luther King, Jr. Academy presented information on enrollment and program offering/opportunities:

Aim High

- Alec Lee operated Aim High, which applied to Marin Community Foundation, was chosen to launch a program in San Rafael and then was invited to launch a second program here. They needed a minimum of 35 students and exceeded that number. Every student who applied was accepted; 85% total enrollments were Marin City students; 5 week program, tuition free. The program was 1) high quality 2) provided opportunity, and 3) promoted college readiness/awareness. Mr. Lee would like to work with District social worker Tate during the summer.
- Emily Enstice reported on the first half of the daily schedule which addressed math, science, humanities and a class titled Issues and Choices; every class had two teachers.
- Matt Helmenstine reported on the second half of the daily schedule which provided opportunities to have life experiences through field trips, sports, hiking, kayaking. Afternoons provided opportunities for making new friends and focus was placed on developing a culture of trust and friendship. Many students indicated they would return for Aim High's program next year. Mr. Helmenstine thanked everyone for use of facilities and for working with Aim High.

M/s/c Newmeyer/Thornton/all to assure and certify to the California State Board of Education that the LEA has no policy that prevents, or otherwise denies participation in, constitutionally protected prayer in public schools

Certification of
Constitutionally
Protected Prayer

Rob White provided the Enrollment Report as of August 26, 2010: Bayside Elementary 124; Martin Luther King, Jr. Academy 48; Willow Creek Academy 216 for a total District enrollment of 388.

Enrollment Report

BUDGET

BUDGET

Clark Warden reported that Willow Creek Academy is still waiting for a fully accrued year end statement.

WCA Financial Report

Open session was recessed for closed session at 8:55 p.m.

FACILITIES

FACILITIES

Phase I Update

Bill Gargan, Senior Project Coordinator, updated the Board on the turn around which is held up by a water line and fire hydrant. Marin Water District will move the line themselves, the Fire Department is involved, the Division of the State Architect (DSA) is involved. Work can't proceed

Turn Around Update

because the line is in the middle of the road; paperwork is complete, will have signed easement documents to Marin Water District next week, then they schedule work.

In the meantime, Mr. Gargan is mobilizing for the accessibility ramp which will add cost to Phase I but was strongly recommended by Mr. Gargan.

Mr. Gargan brought to the Boards attention that most change orders were imperative:

- Scope added to construction and bid docs
- Asphalt removal money might be better spent on the accessibility ramp at this time.

Josh Cohn, Architect with CA Architects, reported that there will be a minimum of 4-6 weeks to finish construction documentation to submit to DSA. Mr. Cohn is keeping in touch with DSA along the way so there will be no surprises. He reported that structural and life safety review will take another 6 weeks from submittal to DSA. Considering that timeline, Mr. Trotter saw no reason why asphalt needs attention now and Bill Gargan concurred.

The access ramp will provide accessibility to two locations: 1) 33 Buchanan, and 2) to the portables where students will be located. Mr. Cohn and Mr. Gargan were in agreement that both were needed.

Mr. Cohn informed the Board that the water line issue is further complicated by the fact that the District has both public and private water lines running through the turnaround area.

Bill Gargan emphasized the need to complete the turnaround and construct accessibility ramps to complete Phase I.

Phase II Update

No discussion

Proposal and
Agreement CA
Architects

No discussion, due to Mr. Cohn's report on timeline.

Phase II Design

Budget for Phase II was referred to the Facilities Sub committee.

Phase II Budget

M/s/c /Thornton/Benjamin/all to approve relocation of portables and the agreement for relocation with Mobile Modular Management Corporation.

Relocation of Portables
and Approval of
Relocation Agreement

Superintendent Bradley introduced Mr. Forrest Corson, Director of Facilities and Operations and a Bayside alum, who reported:

Director of Facilities
and Operations'
Report

- Tackable surfaces arrive Monday with a goal of installation in the Kpod by Labor Day weekend
- Tree maintenance is scheduled.
- Mr. Corson is working with Jack Schwartz on the Bayside ball field.

- Mr. Corson has been approached by Mr. Paul Austin of the Marin City Recreation Center regarding the Martin Luther King, Jr. Academy ball field. Mr. Austin offered to till the infield and add more dirt to level the infield, at no cost to the District, in exchange for using the field for softball games. Mr. Corson accepted Mr. Austin's offer and advised Mr. Austin that a line of communication would have to be opened between Marin City Recreation Center and Red's Rugby Club for scheduling softball games.

President Trotter requested that Bayside Elementary stage lighting be removed/stored to prevent damage when kids are using the facility as a gym.

Mr. Newmeyer welcomed Mr. Corson back to the District.

CONSENT AGENDA

M/s/c Roll Call Thornton/Newmeyer Ayes 5 Noes 0 to approve and accept:

- Minutes of the regular meeting of July 29, 2010
- Minutes of the Facilities Sub Committee meeting of August 12, 2010

ADMINISTRATIVE AND EXTERNAL

Based on changes in legislation, the California School Boards Association (CSBA) Manual Maintenance Service has issued updated board policies dated July 2010. The Board conducted a first reading of updates for:

- Board Policy 1150 Commendations and Awards
- Board Policy 1240 Volunteer Assistance
- Board Policy 1250 Visitors/Outsiders
- Board Policy 3100 Budget
- Board Policy 3220.1 Lottery Funds
- Board Policy 3314.2 Revolving Funds
- Board Policy 3516.5 Emergency Schedules
- Board Policy 3555 Nutrition Program Compliance
- Board Policy 4020 Drug and Alcohol-Free Workplace
- Board Policy 4127 Temporary Athletic Team Coaches
- Board Policy 4156.2 Awards and Recognitions
- Board Policy 5141.21 Administering Medication and Monitoring Health Conditions
- Board Policy 6158 Independent Study
- Board Policy 6162.5 Student Assessment
- Board Bylaws and Exhibit 9270 Conflict of Interest

The second reading/Board action is scheduled September 23, 2010.

Superintendent Bradley discussed parent involvement outreach via phone in anticipation of Bayside Back to School Nights for Bayside, September 15; Willow Creek Academy, September 16 and Martin Luther King, Jr. Academy, September 22.

CONSENT AGENDA

ADMINISTRATIVE AND EXTERNAL

Board Policy Updates

Parent Involvement
Outreach

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September 9 is a tentative Board meeting date on facilities issues. Mr. Trotter has a conflict.

None.

President's Report

Trustees Benjamin and Ziegler discussed establishing a policy that denies student participation in certain events if other events occur. Trustee Thornton suggested it be part of the discipline policy. Ms. Benjamin will work with Superintendent Bradley.

Board Reports

Trustee Ziegler requested that the Facilities Sub committee discuss the appointment of a committee to study a bond and come back to the Board on September 23.

Superintendent's Report

None.

Letter dated August 16, 2010 to Board President, Mark Trotter, from Marin County Office of Education regarding MCOE's review and analysis of the District's budget for the 2010/2011 school year

CORRESPONDENCE

Regular session was recessed at 8:55 p.m. for closed session.

CLOSED SESSION

CLOSED SESSION

The Board and Superintendent went immediately into closed session. Closed session ended at 9:08 p.m.

Open session was reconvened at 9:09 p.m.

OPEN SESSION

President Trotter reported out from closed session that the Board had voted unanimously to suspend the expulsion for student #0000301171 and allow the student to attend WCA.

Report Out

M/s/c Thornton/Benjamin/all to adjourn at 9:50 p.m.

ADJOURNMENT

Clerk Karen Benjamin Date 9-23-10

Secretary _____

FUTURE BOARD MEETING DATES

FUTURE BOARD MEETING DATES

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.

September 9
September 23
October 14
October 28
November 18
December 7

UPCOMING EVENTS/IMPORTANT DATES

August 27	Staff Development Day
September 3	Minimum Day
September 6	Labor Day
September 15	Back to School Night – Bayside
September 22	Back to School Night – MLK
October 5 & 7	Parent Student Teacher Conferences – Bayside
October 11	Staff Development Day, No School
October 26 & 28	Parent Student Teacher Conferences – MLK

**UPCOMING
EVENTS/IMPORTANT
DATES**

FUTURE CHARTER SCHOOL BOARD MEETING DATES

Unless other noticed, all meetings are held at 6:30 PM on the school campus, 630 Nevada Street, Sausalito, CA. All meetings are the 3rd Wednesday of the month.

**FUTURE CHARTER
SCHOOL BOARD
MEETING DATES**

September 15
October 20
November 17
December 15
January 19
February 16
March 16
April 20
May 18
June 15