

**SAUSALITO MARIN CITY SCHOOL DISTRICT
BOARD MEETING MINUTES**

January 26, 2012

ATTENDANCE

Board Members: Thomas Newmeyer, William Ziegler, Shirley Thornton, Ed. D.,
Karen Benjamin (arrived at 5:40 p.m.) and Mark Trotter (via teleconference)
Superintendent: Valerie Pitts, Ed. D.

President Thomas Newmeyer called the meeting to order at 5:00 p.m.

M/s/c Thornton/Ziegler/all to approve Agenda Order

PERSONS WISHING TO ADDRESS THE BOARD PRIOR TO CLOSED SESSION

There was no public comment.

CLOSED SESSION

The Board and Superintendent convened closed session at 5:01 p.m.

RECONVENE TO OPEN SESSION

Open session reconvened at 6:20 p.m.

Report Out from Closed Session

President Newmeyer reported that there was no action taken in closed session.

Governance Workshop

Superintendent Pitts and board members conducted a discussion as follows:

- The board must develop a comprehensive educational program now to implement in the fall.
- Superintendent Pitts provided an explanation of the International Baccalaureate (IB) program for the board to consider. Marin currently has no IB program.
- The district's current strong focus on positive behavior must be continued.
- The board must develop a facilities master plan; such plans require educational specifications.
- An educational program and a facilities master plan can be developed simultaneously.
- Budget development will redirect resources to the educational program.
- Conversations with staff will be needed to solicit staff buy-in for an IB Program.
- Superintendent Pitts will return with numbers and talk about this again on February 16.
- The board rescheduled the March 22 regular board meeting date to March 8.

REGULAR SESSION

Superintendent Pitts led the Pledge of Allegiance.

PERSONS WISHING TO ADDRESS THE BOARD PRIOR TO OPEN SESSION

There was no public comment.

PUBLIC HEARING – SUNSHINE OF INITIAL PROPOSALS

Sausalito District Teachers' Association (SDTA) Sunshine

Sausalito District Teachers' Association (SDTA) has sunshined the Association's initial contract proposal for negotiations – 2011/2012: In addition to benefits and salary, the teachers of the Sausalito/Marin City School District would like to open bargaining for the 2011-2012 school year with:

- Article XVII – Work Year
- Retirement.

District Sunshine

Superintendent Pitts, District negotiator, sunshined the District's proposed initial contract proposal for negotiations – 2011/2012: The District has an interest in opening the following articles:

- Article IX - Class Size
- Article XV - Certificated Employee Benefits
- Article XIV – Salaries.

Public Hearing

President Newmeyer convened a hearing at 7:05 p.m. for public comment prior to Board approval of the District's proposed initial contract proposal for negotiations – 2011/2012. There being no public comment, the public hearing was closed at 7:06 p.m.

M/s/c Newmeyer/Thornton/all to approve the District's proposed initial contract proposal for negotiations – 2011/2012

REPORTS

Trustee Reports

Trustee Thornton presented an award received by the District from the Marin City community with several commendations for completion of the Martin Luther King, Jr. Academy.

Superintendent's Report

Superintendent Pitts reported visiting a charter school in Richmond earlier in the week. The visit was organized by a group of Marin City residents.

Principal's/Grade Level Report

Principal Jonnette Newton introduced second grade Teacher Ellen Franz to report in response to questions raised by Trustees at the last board meeting.

Ms. Franz focused on two questions:

1. What do you do to foster independent learning skills?
2. What evidence do you have that students are learning to read?

What do you do to foster independent learning skills?

- Focus on self regulation
- Use positive behavior support
 - How are you going to turn a negative around?

Entire board packet on www.smcsd.org under School Board

- What can you do instead of?
- What will you do when this happens outside the classroom?
- Role-play and practice
- Require earned privileges through self management and good performance on school work
- Consistent application of routines and procedures
 - Example given of process used for teaching vocabulary and the meanings of words
 - Example given of assessment process used in class.

What evidence do you have that students are learning to read?

- Examples were shown of reading and writing growth
- Reading Partners and Study Island supplement curriculum.

Hannah Freedom School Presentation

Bettie Hodges, Director of the Hannah Project, discussed:

- Appreciation for district staff support and assistance
- New classrooms located at the MLK Annex
- Enrollment at 100% (maximum students - 50)
- Work with 2nd grade students started for the first time last year
- Service to students from several school districts
- Having a wealth of community partners
- Use of the Dream Weaver programs
- Provision of numerous opportunities for participating families to get together
- Appreciation for great parent participation.

Ms. Hodges reported that the goal and challenge of the Hannah Project is to expand what happens during summer into the full year. Monthly afterschool providers meetings scheduled by the Superintendent are providing direction for planning and deepening relationships with the schools. The Hannah Project's scholarship program supports students who go through its program and on to college. Seven of ten former students will graduate from college this year. A Parade of Achievement is being planned for June 2 to celebrate what kids can aspire to.

Head of School's Report

Head of School Carol Cooper reported upcoming important dates:

- February 17, annual Toast to Teachers
- March 3, lottery for kindergarten to be held due to WCA's growth in enrollment.

STUDENT ACHIEVEMENT

Study Island Benchmark Assessment Results

Superintendent Pitts introduced the presentation of Study Island benchmark assessment results; she explained that this is the first year of Study Island use at the district. Assessments throughout the year are based on what students are expected to know at year end.

Assistant Principals Tenisha Tate and Sandie Spoering presented the results of first trimester benchmark assessments, pointing out that assessments identify focus for achievement and that students can be compared to all other students in the state who are also using Study Island. Taking/administering assessments online has been an adjustment for both teachers and students. Study Island is now built into the school day and providing intervention throughout the day.

Discussion included:

- Trustee Benjamin's request for test scores to monitor growth
- Trustee Thornton's observation on a recent MLK visit that students were not self engaged
- The fact that both teachers/students are being educated around benchmarks and CSTs, learning how to use data to drive instruction
- Superintendent Pitts' report of a math gap being addressed with providers of summer programs
- Alignment of assignments to Study Island to build skills
- Development of student comprehension that computers are useful for serious study and not just entertainment
- Study Island as one of several assessment tools at the district's disposal, the district's first organized benchmark test.

Board members requested continued updates on benchmark assessment results.

Board Policy 6170.1 Transitional Kindergarten

The Board conducted a first reading of Board Policy 6170.1, Transitional Kindergarten (TK). The Governor is now proposing to retract TK. The second reading and action to approve will be agendized at a future board meeting.

International Baccalaureate Program

Superintendent Pitts noted that this was discussed during the Governance Workshop.

FINANCE

District Annual Financial/Audit Report for Year End June 30, 2011

Mr. Habbas Nassar, Partner at Stephen Roatch Accountancy Corporation and in charge of the district audit, reviewed the audit. There were no questions from the board.

M/s/c Newmeyer/Ziegler /all to accept the auditor's report as presented

District Annual Financial/Audit Contract for Year End June 30, 2012

M/s/c Newmeyer/Ziegler /all to accept the auditor's letter of contract services as submitted

Willow Creek Academy Annual Financial/Audit Report for Year End June 30, 2011

Willow Creek Academy Treasurer Clark Warden presented the audit report. There were no questions from the board.

Ziegler/Thornton/all to accept Willow Creek Academy's audit report as presented.

Adoption of Budget Development Calendar for the 2012/2013 School Year

President Newmeyer recommended the use of a standardized process for the district and WCA to evaluate supplemental funding to WCA. He suggested a joint District/WCA financial committee meeting between mid-January and the end of March.

Ziegler/Thornton/all to adopt the Budget Development Calendar for the 2012/2013 School Year

Schedule Annual Budget Study Session

Due to rescheduling the regular March board meeting to March 8, Superintendent Pitts and Business Manager Paula Rigney will schedule a budget study session late March/April for members of the community. Board members are welcome but not required to attend.

Report on Governor's 2012/2013 Proposed Budget

Superintendent Pitts reported that districts are being encouraged to budget for the worst and to plan for additional loss of revenue from the state. Trustee Ziegler suggested the board increase its reserves to offset continuing the state economic instability.

FACILITIES

WCA Proposition 39 Request

Superintendent Pitts reviewed the facilities request process and recommended working together with WCA to find another classroom to accommodate WCA's continuing growth. WCA President Orlando Lobo indicated agreement with the proposed additional classroom and did not see the need to extend the response deadline for further discussion. Superintendent Pitts will memorialize the district's intent with a written response to WCA.

Bond Feasibility Study

Superintendent Pitts reviewed the process to place a bond on the November 2012 ballot:

- Concurrently secure a bond advisor and do a more formal facilities needs analysis
- Match the district's educational program to its facilities master plan, which can be done internally due to the district's small size; possible draft facilities master plan by April board meeting
- Board must make decision in June to be on ballot in November
- Board resolution must include the list of projects.

Superintendent Pitts was asked to begin the process.

GOVERNANCE

Vision, Mission, Core Values and Components of a Comprehensive Educational Program

Superintendent Pitts presented a revised draft document derived from several prior board discussions. There was no further board discussion.

M/s/c Ziegler/Benjamin/all to approve the Vision, Mission, Core Values and Components of a Comprehensive Educational Program for the Sausalito Marin City School District

CONSENT AGENDA

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

- A. Minutes of the special meeting of December 8, 2011

Entire board packet on www.smcsd.org under School Board

- B. Minutes of the annual, organizational and regular meeting of December 15, 2011
- C. Payments of Warrants
- D. Personnel Action Report
- E. Quarterly Report: Williams Act
- F. Annual Certificated Seniority/Credentials Held List
- G. Publication of School Accountability Report Cards 2010/2011
- H. Resolution # 656, Revision of Date Upon Which the Schools of the District Close in Observance of Lincoln's Birthday

ADJOURNMENT

M/s/c Thornton/Newmeyer/all to adjourn at 9:09 p.m.

Karen Benjamin 2/16/2012

Signature/Date

Board Clerk

Title

Future Board Agenda Items

Negotiations Update

Resolution: if any, to reduce particular kinds of services (SDTA)-due March 15

Quarterly Receivables Report

Curriculum and Instruction Report

Grade Level Report-XX

Program and Structure

Budget

Future District Meeting Dates

All meetings are held at the District Office, 200 Phillips Drive, Marin City at 7:00 p.m. unless otherwise noted. *The first meeting date of each month will be allocated to additional special meetings on facilities issues, special meetings, community forum, etc. as needed. The only or second meeting date of each month will be allocated to regular board meetings.

January 12*

January 26

February 9*

February 16

Third Thursday due to Winter Recess

March 8

Rescheduled Regular Meeting for March

April 12*

April 26

May 10*

May 24

June 14

Two meetings in June

Entire board packet on www.smcsd.org under School Board

June 28	
July 26	One July meeting due to Summer Break
August 9*	
August 23	
September 13*	
September 27	
October 11*	
October 25	
November 15	Third Thursday; one November meeting due to Holidays
December 6*	First Thursday due to Holidays
December 13	Second Thursday due to Holidays

Future Charter School Board Meeting Dates

Meetings are open to the public and generally held on the school campus, 33 Buchanan Street, Sausalito. With the exception of the December meeting, meetings are held on the 3rd Wednesday of the month at 6:30 p.m.

February 15
 March 21
 April 18
 May 16
 June 20

Upcoming Dates and Important Events

Please visit the District website www.sausalitomarincityschools.org