

**SAUSALITO MARIN CITY SCHOOL DISTRICT  
BOARD MEETING MINUTES  
March 14, 2013**

**ATTENDANCE**

Board Members Present: William Ziegler, Caroline Van Alst, Shirley Thornton, Ed. D.,  
Thomas Newmeyer, Joshua Barrow  
Superintendent: Valerie Pitts, Ed. D.

The meeting was called to order at 5:00 p.m.

The agenda order was approved.

**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 William Ziegler announced that there was no reportable action from closed session.

**Pledge of Allegiance**

Trustee Thomas Newmeyer led the Pledge of Allegiance.

**PERSONS WISHING TO ADDRESS THE BOARD PRIOR TO OPEN SESSION**

Fran Nelson, the district librarian, spoke about the benefits of community schools and a new plan in Connecticut which charges community schools to make a coordinated effort to provide wraparound services during non- school hours to improve academic achievement. Schools would partner with medical, dental and mental care providers, as well as providers of academic enrichment and early childhood education. That is exactly what we need in this community, she said. We should reach out to groups that are currently providing these services in our community to make sure that our children receive every possible advantage and to facilitate learning.

Denise Suto, the science teacher at MLK, asked the board to leverage their network and ask for financial donations so that students can have access to more and better science equipment, field trips. Donors Choose is another option for teachers to ask for specific items needed; donors then select which items they would like to donate, [www.donorchoose.org](http://www.donorchoose.org).

Stan Behr, a resident, urged the board to consider whether it wants to continue with another one-year contract for the superintendent next year or enter into a long-term contract.

## **Trustees' Reports**

Trustee Newmeyer said that he had talked with John Logan of Marin City Community Services District about community schools and found him to be extremely interested in working with the school district. I would welcome the cooperation, he added.

Trustee Thornton is continuing her meetings with everyone in the community in order to ensure a grand homecoming for our students at the start of the new school year.

Trustee Barrow attended a meeting in Santa Rosa where the city has a collective impact initiative. As part of that initiative, they recently launched their Cradle to Career program focused on education and wraparound services. Sonoma County has put money into the program and is providing the backbone staff. Marin Promise, a local organization, is doing a soft launch of a similar program for this county. Mr. Barrow hopes that the district can participate in the program.

Trustee Van Alst attended two workshops for new board members presented by CSBA. She gained knowledge regarding school governance and finance. Other board members and attending superintendents provided perspectives on day- to- day operations of schools and best practices.

Trustee Zeigler has been invited to attend a fundraiser for Bridge the Gap, the college prep program in our district.

## **Superintendent's Report**

### **International Baccalaureate Project Update**

Principal Norbutas said that the district is submitting a letter of intent to participate in the International Baccalaureate Primary Years program. Two members of staff have attended training on the written curriculum in Detroit. During the summer, some staff members will work to develop trans-disciplinary units in line with the IB program.

### **Marin Community Foundation Strategic Initiative Achievement Gap Update**

Teachers are working on coordinating the district's Strategic Initiative with the International Baccalaureate program. Principal Norbutas said that the MCF grant is enabling the district to make good progress.

## **School Site Administrator's Report**

Willow Creek Academy Head of School Carol Cooper reported that WCA celebrated Dr. Seuss's birthday on March 2. The school also celebrated Global Youth Service Day. Current plans include the building of an outdoor classroom by the creek.

## **Strategic Priorities**

### **MAINTAIN SOUND FISCAL DISCIPLINE AND OPERATIONS**

#### **Selection of Auditor for Annual Audit**

Business Manager Paula Rigney stated that the district would like to continue working with the current auditor for next year, the last year of their three-year contract. The Board had no objection to the fulfillment of the 2012-2013 portion of the current three-year contract.

**Approval of District Second Interim Budget Report**

Paula Rigney reported that the district has received a positive certification for the second interim report. She showed slides illustrating the budget, a decrease in the federal allocation and a slight increase in revenue from property taxes. Board members asked for several points of clarification regarding the projections for the next two years, which the business manager provided.

**M/s/c – Van Alst/Barrow/All** to approve the District Second Interim Budget Report with a positive certification

The Board took a short break at 7:35 p.m. and reconvened at 7:38 p.m.

**Approval of WCA Second Interim Budget Report**

Clark Warden, WCA Treasurer, gave a report on the second interim budget.

**M/s/c – Van Alst/Barrow/All** to approve the WCA Second Interim Budget Report with a positive certification

**Facilities/Construction Update**

Superintendent Pitts said the district will be ready to open Bayside/MLK Pre-K-8 by late August. Principal Norbutas and Forrest Corson showed slides of current plans for the MLK building. These include changing the location of the school entrance, moving the learning center downstairs to accommodate younger students, and expanding the district's partnership with the health services agency across the street.

**M/s/c - Zeigler/Newmeyer/All** to move the discussion of committees out of the assigned order in the agenda

**WCA Prop 39 Request/District Response**

Superintendent Pitts asked that action on this item be postponed until after a committee discussion. Phil Kerr, WCA board member, said that WCA wants stability to deal with growth in its student population and the appointment of a new Head of School. The charter school submitted a facilities request to meet the requirement of its educational program and to provide a safe and contiguous space for its students. He asked the board to accept the WCA Prop 39 request as submitted.

Superintendent Pitts said that the board has not had the opportunity to talk as a group about the request. A meeting could be held next week when the impact of any decision on custodial and special education needs would also be discussed. Sue Krenek, a WCA parent, said that contiguous classrooms are very important to the teachers, especially those who are team teaching. Students have received tremendous benefits from this approach and the facilities request has taken this into account so that classes are grouped in proximity to each other. Trustee Thornton asked if there is another use for the requested space that would generate more funds for the district. Superintendent Pitts replied that there

has been interest in leasing some of the Bayside rooms. Trustee Newmeyer said that the board should put together all information it needs before next Saturday and take appropriate action at that time.

**M/s/c - Zeigler/Newmeyer/All** to continue this item to the special meeting of March 23<sup>rd</sup>

## **GOVERNANCE**

### **2013/2014 Board Agenda Planning Calendar and Board Meeting Dates Calendar**

**M/s/c – Newmeyer/ Thornton/All** to approve the 2013/2014 Board Agenda Planning Calendar and the Board Meeting Dates Calendar

### **District Committees**

Superintendent Pitts asked the board to consider how they wish to handle the Brown Act noticing of committees. Trustee Zeigler said that there is a need to have standing committees such as Finance and Facilities. Trustee Barrow said that the Communications Committee should also be noticed. Trustee Thornton suggested that there be an Oversight Committee to look at all the elements that go into making the school opening successful.

**M/s/c – Newmeyer/Ziegler/All** to reorganize the Communications , Facilities and Finance Committees as Brown Act Committees and all others as ad hoc committees

### **2013/2014 District Calendar**

**M/s/c – Barrow/Thornton/All** to approve the 2013/2014 District Calendar with a school start date of August 28, 2013.

### **Annual Policy Review of Board Policy/Administrative Regulation 6145 – Extracurricular and Cocurricular Activities**

The Board conducted a first reading of the policy and administrative regulations.

## **CONSENT AGENDA**

**M/s/c - Roll Call - Zeigler/Barrow Ayes 5 Noes 0** to approve the following consent agenda items:

- Local Educational Agency Program Improvement Plan Addendum
- Approval of Payments of Warrants

## **FUTURE BOARD AGENDA ITEMS**

Business and Budget Updates  
Field Trip Report  
Personnel Action Report  
Policy Review  
Enrollment and Staffing Projections  
First Draft – General Fund Budget  
First Draft – WCA Budget

Quarterly Receivables Report  
Resolution - Staff Appreciation  
P2 Enrollment Report  
Quarterly Report: Williams Act  
Grade Level or Program Report  
Tennessee Glen Agreement  
Tennessee Woods Agreement  
Mill Valley School District/SMCSD Attendance Agreement  
Recognition: Golden Bell Recipients  
Community Schools

#### **Future Board Meeting Dates**

April 25 (later rescheduled to April 18, 2013)

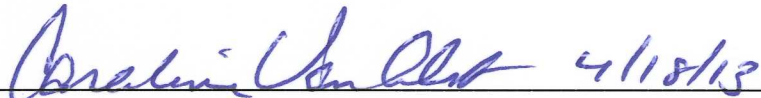
May 23


#### **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 3<sup>rd</sup> Wednesday of the month at 6:30 p.m.

#### **ADJOURNMENT**

**Thornton/Newmeyer/All** to adjourn at 9:45 p.m.

  
\_\_\_\_\_  
Signature/Date

  
\_\_\_\_\_  
Title

#### **Upcoming Dates and Important Events**

April 8-12	Spring Recess
May 15	Bayside Open House
May 22	MLK Open House

#### **Upcoming Dates and Important Events**

Please visit the District website [www.smcsd.org](http://www.smcsd.org)