

**SAUSALITO MARIN CITY SCHOOL DISTRICT
BOARD MEETING MINUTES
January 14, 2014**

ATTENDANCE

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

The meeting was called to order at 5:30 p.m.

CLOSED SESSION

The Board and Superintendent convened closed session at 5:31 p.m.

RECONVENE TO OPEN SESSION

Open session reconvened at 6:10 p.m.

Report Out from Closed Session

Trustee Zeigler announced that no reportable action was taken in closed session.

PLEDGE OF ALLEGIANCE

Trustee Thornton led the Pledge of Allegiance.

The agenda order was approved.

BOARD COMMUNICATIONS

Trustee Newmeyer said that together with his children, he went to see the gingerbread house made by Bayside/MLK students at Driver's Market in Sausalito. Everyone felt that the display was "pretty cool", he said.

Trustee Thornton said that the Rotary Club received 16 applications for the mini grants for Bayside/MLK and Willow Creek Academy teachers. All were impressed by the quality of the applications; the results will be announced very soon. She also mentioned the Fantastic Friday assembly and said that PE teacher Andrew Anstead is doing a wonderful job at the assembly and it is great to watch the high energy interactions between students and teachers.

Superintendent's Report – Steve Van Zant

Superintendent Van Zant said had a meeting with the teachers last week - the first formal meeting since he came on board in August - to explain his philosophy and outlook. He also had a meeting with the administration at Willow Creek Academy regarding the Memorandum of Understanding with the District. We should have a good idea of where we will be financially in the coming fiscal year, he said.

Principal's Report – Daniel Norbutas

Principal Norbutas shared some information regarding school culture and student proficiency. He said that we had our first basketball games of the season yesterday; both boys and girls fielded a team and did very well. A schedule will be published soon so that everyone can come out and support us. Assistant Principal Tenisha Tate looked at the school's attendance and referrals numbers. The attendance figure so far this year is 94.6 percent, a two percent increase from last year. At this point in

the school year, referrals are down by an impressive 73 percent. This indicates that the school is moving in the right direction and we invite everyone to come and see us in action, he said.

Trustee Thornton said that the Marin Housing Authority no longer has the “stick” of possible eviction to use in cases of truancy, but the Marin County Board of Supervisors has indicated that it is willing to bring this provision back if necessary.

On the student proficiency front, our teachers just completed a round of Guided Language Acquisition Design (GLAD) training at the Marin County Office of Education and are working to incorporate Common Core Standards with GLAD strategies in the classroom. We are fielding two teams in the county Mathletes competition for 7th and 8th graders. Mr. Norbutas then gave everyone a Mathletes problem to solve; trustee Barrow passed the test with flying colors.

Mr. Norbutas reported that we have all the funds we need for the Washington trip in the Spring. The trip to the Tahoe area went very well; there was some snow despite the warm weather.

Willow Creek Academy Report

Head of School Royce Conner said that he appreciated being part of panel that interviewed the Maintenance Director candidates. He said that Willow Creek Academy has submitted its charter renewal paperwork and is hoping to be on the District’s agenda for the February 11 meeting. Finally, he thanked Forrest Corson and said that he would be missed at Willow Creek.

Trustee Thornton asked if the Board would be receiving a report on Willow Creek’s academic progress. Mr. Conner said that he would be happy to give any information upon request.

ORAL COMMUNICATIONS

School secretary Julius Holtzclaw said that we are having a great year at the school. Experiences like the trip to the Tahoe area are invaluable for our students and thank you for providing them, he said.

CONSTRUCTION UPDATE

Outgoing Director of Maintenance and Operations Forrest Corson said that he felt lucky to have worked in this school district. He said that the construction at 200 Phillips Drive is all but done: the kids love the playground and the Christmas tree feature. Over the winter break, custodians trimmed hedges at the WCA parking lot and the PA system is scheduled to go in shortly.

Trustee Ziegler thanked Mr. Corson for his hard work, especially this past summer with the Bayside move. We are losing a good person and we wish you the best of luck, he said.

ELECTION OF MARIN COUNTY SCHOOL BOARD ASSOCIATION REPRESENTATIVE

The board chose trustee Barrow to be the District’s representative to the Marin County School Board Association.

Roll Call Newmeyer/ Thornton/ All to approve the election.

CONSENT AGENDA

Roll call Newmeyer/ Thornton/ All to approve the following consent agenda items:

1. 2013-2014 Audit Contract
2. Bid Threshold Annual Adjustment
3. Interschola Service Agreement
4. Annual Adjustment to Liability Limit of Parent or Guardian
5. Payment of Warrants – Batches 26-30
6. Instructional Minutes and Bell Schedules for the 2013-2014 School Year
7. Williams Quarterly Report

Board Minutes of November 21, 2013 and December 11, 2013

Trustee Barrow said that he would like to see more detail in the minutes of the December 11 meeting regarding the budget and changes in salaries and step and column adjustments.

Trustee Van Alst said that she wanted the section discussing change orders in the minutes of November 21 to clarify that the “we” mentioned in the third paragraph refers to district administration and not the Board.

Superintendent Van Zant said that he would look at the requested changes and bring the amended minutes back to the next meeting.

FINANCIAL & BUSINESS

2012-2013 District Audit Report

Mr. Habbas Nasser of Stephen Roatch Accountancy reported on the district audit as of June 30, 2013.

Roll Call Van Alst/Newmeyer 5 ayes, 0 Noes, to approve and accept the District audit report for 2012-2013

2012-13 Willow Creek Academy Audit Report

Mr. Clark Warden gave a report of the Willow Creek Academy’s 2012-2013 budget audit.

Roll Call Newmeyer/Van Alst 5 ayes, 0 Noes, to accept the Willow Creek Academy audit report.

POLICY DEVELOPMENT

Superintendent Van Zant said that he was bringing these policies to the Board’s attention because he wants everyone, especially new board members, to have a deeper understanding of policies that address school/community relations. The last policy on the agenda discusses the new budget regulations related to the Local Control Funding Formula.

Roll Call Thornton/Van Alst/All to approve the following policies and regulations:

Board Policy and Administrative Regulation 1230 – Community Relations -School Connected Organizations

Board Policy and Administrative Regulation 1240 - Community Relations – Volunteer Assistance
Board Policy and Administrative Regulation 1260 - Community Relations – Educational Foundations
Board Policy and Administrative Regulation 3312.2 - Business and Non-instructional Operations -
Educational Travel Program Contracts
Board Policy (BP) & Administrative Regulation (AR) 3100– Budget

The following board bylaws were brought to the Board for a first read:

Board Bylaw (BB) 9000 – Role of the Board
Board Bylaw (BB) 9005 – Governance Standards
Board Bylaw (BB) 9010 – Public Statements
Board Bylaw (BB) 9130 – Board Committees

FUTURE ITEMS

Trustee Van Alst said that on occasion, board members have requests for information from district administration. She suggested that these be memorialized in a separate section in the minutes.

Superintendent Van Zant said this could be done going forward.

Trustee Barrow said that we should continue our discussion of the MLK /Marin City Community Services District Coalition on Community School Planning and find out where we are on the subject.

Trustees Thornton and Newmeyer said that they would like to see reports on students counts and detailed information on student transfers between Bayside/MLK and Willow Creek Academy.

ADJOURNMENT

Thornton/van Alst/All to adjourn the meeting at 7:12 p.m.

 2/11/14

Signature/Date


Title