



SAUSALITO MARIN CITY SCHOOL DISTRICT

Board of Trustees:
William Ziegler, President
Joshua Barrow, Vice President
Caroline Van Alst, Clerk
Shirley Thornton, Ed. D.
Thomas Newmeyer
Superintendent: Steve Van Zant

Sausalito Marin City School District Agenda for the Regular Meeting of the Board of Trustees Bayside/Martin Luther King School 200 Phillips Drive, Marin City, CA 94965

Tuesday, June 10, 2014

- 4:30 p.m. Open Session – Bayside/Martin Luther King School Conference Room
4:31 p.m. Closed Session – Bayside/Martin Luther King School Conference Room
6:00 p.m. Open Session – Bayside/Martin Luther King School Library

I. OPEN SESSION – Call to Order

II. CLOSED SESSION – AGENDA

1. With respect to every item of business to be discussed in Closed Session pursuant to GC Section 54957: **Public Employees – Certificated Employment**
2. With respect to every item of business to be discussed pursuant to GC Section 54957: **Discipline/Dismissal/Release – Certificated Employees**
3. With respect to every item of business to be discussed in Closed Session pursuant to GC 54957.6: **Negotiations – SMCTA**
Negotiations – CSEA
Negotiations – Willow Creek Academy
4. With respect to every item of business to be discussed in Closed Session pursuant to GC Section 54957: **Personnel – Superintendent's Evaluation**

OPEN SESSION AGENDA

- III. OPEN SESSION** - Depending upon completion of Closed Session items, the Governing Board intends to convene in open Session at 6:00 p.m. to conduct the remainder of the meeting, reserving the right to return to Closed Session at any time.

PLEDGE OF ALLEGIANCE

1. AGENDA REORGANIZATION/APPROVAL

Are there any requests from the Board to move any agenda item to a different location?

2. BOARD COMMUNICATIONS

Board of Trustees Reports - Board Members may make brief announcements or briefly report on their own activities as they may relate to school business.

3. CORRESPONDENCE

Entire board packet on www.smcsd.org/School Board/Meeting Agendas and Minutes

3.01 School Activity Calendars, Schedules and Events

4. REPORTS

- 4.01 SMCTA Report**
- 4.02 CSEA Report**
- 4.03 Director of Maintenance**
- 4.04 Superintendent's Report**
- 4.05 Principal's Report**
- 4.06 Willow Creek Academy**

5. ORAL COMMUNICATIONS

Because the Board has a responsibility to conduct district business in an orderly and efficient way, the following procedures shall regulate public presentations to the Board. The Board is asking that members of the public wishing to speak, fill out a form located on the counter/table, stating their name and address; the agenda item; and the topic to be discussed. BB 9323.

The Governing Board is prohibited from taking any action on any item raised in this section unless the item is specifically agendaized. The members of the Governing Board may ask a question for clarification, provide a reference to staff or other resources for factual information, request staff to report back at a subsequent meeting on any matter or take action directing staff to place a matter of business on a future agenda. Governing Board members may make brief announcements or briefly report on his/her own activities as they relate to school business.

State open meeting laws allow members of the public to lodge public criticism of District policies, procedures, programs, or services. However, those same laws include specific provisions designed to protect the liberty and reputational interests of public employees by providing for the non-public hearing of complaints or charges against employees of the District. Under these laws, it is the employee subject to complaints or charges who is provided the right to choose whether those complaints or charges will be heard in open or closed session. It is therefore the desire of the Sausalito Marin City School District that complaints against an employee be put in writing, and that when the Board hears complaints or charges against an employee it do so in closed session unless the employee requests an open session. Consistent with the law and the opinion of the State Attorney General's Office, please submit any complaints against an employee in writing, to the administration, in accordance with the district's complaint procedure. This procedure is designed to allow the District to address complaints against employees while at the same time respecting their legitimate privacy rights and expectations.

6. GENERAL FUNCTIONS

- 6.01 Consent agenda: *6.02, *6.03, *9.03, *9.04, *9.05**
- *6.02 Approval of Minutes of Board Meeting of May 13, 2014**
- *6.03 Memorandum of Understanding with Dominican University**
- 6.04 Memorandum of Understanding with Marin Head Start**

7. PUPIL SERVICES

8. PERSONNEL

9. FINANCIAL & BUSINESS

- 9.01 2014-2015 Local Control and Accountability Plan Public Hearing**
- 9.02 2014-2015 Budget Public Hearing**
- *9.03 Resolution 701 – Authorization to Sign on behalf of the Governing Board - Superintendent**
- *9.04 Resolution 702 – Authorization to Sign on behalf of the Governing Board – Chief Business Official**
- *9.05 Payment of Warrants – Batches 48-51**

10. CURRICULUM AND INSTRUCTION

11. POLICY DEVELOPMENT

- 11.01 Board Bylaw (BB) 9321 – Closed Session – Action**
- 11.02 Board Bylaw (BB) 9321.1 – Closed Session – Actions and Reports – Action**
- 11.03 Board Bylaw (BB) 9322 – Agenda Materials - Action**
- 11.04 Board Bylaw (BB) 9323.2 – Actions of the Board - Action**
- 11.05 Board Bylaw (BB) 9324 – Minutes and Recordings - Action**

Entire board packet on www.smcsd.org/School Board/Meeting Agendas and Minutes

- 11.06 Board Bylaw (BB) 9323 – Meeting Conduct – Second Read
- 11.07 Board Bylaw (BB) 9310 – Board Policies – First Read
- 11.08 Board Bylaw (BB) 9320 – Meetings and Notices – First Read
- 11.09 Administrative Regulation 3516.1 - Fire Drills and Fires – First Read
- 11.10 Administrative Regulation 3516.3 - Earthquake Emergency Procedure System –First Read
- 11.11 Board Policy 3580 - School Records – First Read
- 11.12 Board Policy 3600 – Consultants – First Read

12. BOARD REQUESTS

13. FUTURE MEETING

The next Regular Meeting of the Board of Trustees will be on Tuesday, June 24, 2014, in the Bayside/Martin Luther King School Library

14. ADJOURNMENT

***Consent Agenda Items**

In compliance with Government Code section 54957.5, open session materials distributed to Board Members for review prior to a meeting may be viewed at the District Office of the Sausalito Marin City School District, 200 Phillips Drive, Marin City, California, or at the scheduled meeting. Board agenda back-up materials may also be accessed online at www.smcsd.org. In addition, if you would like a copy of any record related to an item on the agenda, please contact the Administrative Assistant to the Superintendent at 415-332-3109

In compliance with the Americans with Disabilities Act, if you need special assistance, disability-related modifications or accommodations, including auxiliary aids or services, in order to participate in the public meetings of the District's governing board, please contact the office of the District Superintendent at 415-332-3190. Notification 72 hours prior to the meeting will enable the District to make reasonable arrangements to ensure accommodation and accessibility to this meeting. Upon request, the District shall also make available this agenda and all other public records associated with this meeting in appropriate alternative formats for persons with a disability.

**SAUSALITO MARIN CITY SCHOOL DISTRICT
BOARD MEETING MINUTES
May 13, 2014**

ATTENDANCE

Board Members Present: William Ziegler, Caroline Van Alst, Thomas Newmeyer, Joshua Barrow
Shirley Thornton Ed. D.
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 6:05 p.m.

Report Out from Closed Session

Trustee Ziegler announced that no action was taken in closed session.

PLEDGE OF ALLEGIANCE

Trustee Newmeyer led the Pledge of Allegiance.

AGENDA ORDER

The Superintendent's report was moved to become the last item in the Reports category.

Newmeyer/Barrow/All to approve the change in the agenda order.

BOARD COMMUNICATIONS

Trustee Thornton said that California PTA has put out a booklet on the new Local Control Funding Formula (LCFF) and Local Control and Accountability Plan (LCAP) to help parents better understand the impact of these new laws on our schools.

Trustee Van Alst said that she has been nominated by the executive committee of the Marin County School Board Association to the slate of candidates for the office of Treasurer.

MAINTENANCE REPORT

Alan Rothkop, the director of maintenance and operations, said that he recommends that the board approve the request by a resident of Sausalito to cut trees on the Willow Creek Academy property. This item will be brought to the Board for a vote in June.

With the help of volunteers from the Sausalito Rotary Club, the installation of the bike racks around both campuses will be completed within the next 10 days.

During the spring break, custodians mowed 90 percent of the weeds and cleaned all the gutters at Willow Creek Academy. They also scrubbed the walls in the common areas at Bayside/Martin Luther King Jr. Academy.

PRINCIPAL'S REPORT

Principal Norbutas said that we are finishing up with the Smarter Balance Assessment and STAR testing.

Next week, we will have Open House and a BBQ as well as a Latin Heritage night this Thursday.

Trustee Thornton asked if there are any students in danger of failing this year. Principal Norbutas said all eight graders are set to graduate, but there are some who may not be eligible to attend the ceremony. Parents have been notified and will be meeting with teachers to make sure that they fulfill the requirements to attend graduation on June 16.

PHYSICAL EDUCATION REPORT

Andrew Anstead, the PE teacher, talked about his experience as a first year teacher at Bayside MLK Jr. Academy. He said that one of the most important reasons for choosing to teach in this community was the opportunity to be a coach. He then gave a presentation about the various sports activities that students participated in this year. In cross country, all runners finished all their races, doing their personal best, and our students were able to establish relationships with children from other schools. They all received ribbons for finishing. In football, ours was the only team to include girls. We played against much bigger schools. The focus was on sportsmanship, kindness, changing people's perception of our school and community, building school spirit and having fun. The next sport in the season was basketball, which is this community's passion; it is a big part of their social life and they take a lot of pride in it. In the past, our team had to forfeit many of their games and kids felt they were being set up for failure. I was in their homes, encouraging them not to quit. We had a greeter to welcome people to every game. After every game, we shook hands with the opposing team, their coaches and parents. In girls' basketball, students began with very little knowledge and experience. But they supported each other and improved a lot this season. By the end of the year, they were one of the toughest teams and would have made the playoffs if we had had a little more time. In men's basketball, it was great to see the students who came in with very low skill sets improve their knowledge of the game and play well. In addition, students learned how to behave on and off the court, how to treat each other, their opponents, coaches and parents. They also understood that attendance at practice is mandatory for all players. One player in our team was voted MVP in our league. Our team was undefeated this year, and I am very proud of them, he said.

Mr. Anstead emphasized that the children in Marin City face lots of challenges. He said that students often had to deal with racism from players or parents of other teams. Coaches assumed that we cheat, he said. By the end of the year, there had been profound changes from past years in training and expectations. In Track and Field we competed in several areas and went to the County championship, where we had three students place in separate events.

SUPERINTENDENT'S REPORT

Superintendent Van Zant said that the Prek-3 grant was approved by the Marin Community Foundation for the fifth year; we are still waiting to hear about the Transforming Schools grant. The District is working with Royce Conner to make the transfer policy between Bayside/MLK and Willow Creek Academy more transparent.

Explaining his long-range ideas for the district in the coming years, he said that he has laid out three non-negotiable elements of his plan to teachers and staff:

- All four-year olds must be prepared to enter kindergarten
- Students must be fluent readers by third grade
- Students must be proficient in algebra by the end of eighth grade

Teachers have in turn proposed the following teaching strategies to implement these ideas:

- An emphasis on language skills
- Academic and cultural literacy
- Ability to solve real world problems

The Superintendent said that to arrive at these results, students must spend more time in class, they must be on time and come to class ready to learn, and the school must build a support structure for learning that ties into existing

community networks. In addition, our academic goals must be put into language that is easily understood and disseminated so that parents can be in charge of monitoring their children's progress. He said that he has started to talk to teachers about backward mapping, working backwards from the results we wish to see in the eighth grade to create appropriate and useful curricula in the lower grades.

We have started the task of developing a junior kindergarten program in partnership with Community Action Marin, which already runs a pre-school program in Marin City, and the Academy of Arts & Science Charter School. By pooling our resources with these outside agencies, we will help our children be prepared to enter Kindergarten and avoid remedial and special education interventions down the line.

The Superintendent said that he would like to start a new program in the community, "Marin City Reads", and bring community members who are enthusiastic about books into the school to interact with our students and encourage them to become readers.

To ensure that all young minds stay busy through the summer, the district is offering the Summer Bridge program for children entering kindergarten next year, Bridge the Gap for K-2, the Freedom School for 3-5 grades, and Aim High for the middle schoolers.

Mr. Van Zant said that the community should think about a single name for the school. We are one school on one campus, and we should have one name, he said. We have good teachers and good students who sometimes misbehave, as is the wont of all children. We should work hard to find our special way of doing things, the Panther way. That is something that Andrew Anstead has begun to do in athletics and which we should extend to the entire school. This is a long process which does not allow for shortcuts.

ORAL COMMUNICATIONS

Hennessey Knoop, a parent, said that she has corresponded with Don Jen of the Marin Community Foundation regarding getting their help to re-instate the school's 501.3(c) fundraising organization.

Pamela Dake, a community member, said she has seen a transformation in the school. The nutrition program has made a huge change not only in nourishment, but also in the students' behavior. Systems are in place to help children who need extra help and support. Their psychological needs are huge. There is time for staff to share ideas and support each other. The community feels very welcome in the school. There is more compassion. Instead of hitting each other, students say "I am not feeling respected."

Jonathan Logan, general manager of the Marin City Community Services District, expressed his support for Andrew Anstead and his work coaching and teaching our students. He is a great asset and I look forward to building on our relationship together, he said.

Neil Hammari said: I have two kids in the school, and I am very happy with the education that they are receiving at Bayside Martin Luther King Jr. Academy. For Mother's Day, my daughter made an LED card for my wife, complete with switches, wires and batteries. I am also proud of my son, who wrote a poem for the occasion.

CONSENT AGENDA

Roll Call Thornton/Van Alst /All to approve the following consent agenda items:

Minutes of Board Meeting of April 8, 2014
Quarterly Report: Williams Uniform Complaints Act
Payment of Warrants – Batches 44-47
Field Trips

Resolution 698, Requesting Election Services by the Marin County Elections Department
Roll Call Thornton/Newmeyer /All to approve Resolution 698.

Agreement with Dannis Woliver Kelley for 2014-2015 legal services
Van Alst/Newmeyer/All to approve the above agreement.

Summer School Facilities Use Requests – Hannah CDF Freedom School and Aim High
Newmeyer/Van Alst /All to approve the above agreement, amending the end date of the Freedom School contract to August 1, 2014.

Resolution 699 – Non-Reemployment of Certificated Employees
Thornton/Barrow/All to approve the above resolution, amending it to have the notice to Scott Haddad removed.

Resolution 700 – Education Protection Account Expenditure Plan
Paula Rigney explained that this is a plan for spending the district's 2013-2014 Proposition 30 revenues. She said that this year's allocation comes to \$29,000, which will be used for teacher salaries and benefits.
Roll Call Newmeyer /Van Alst/All to approve the above resolution.

Construction Change Orders #2 & 3
Superintendent Van Zant said that these change orders pertain to elevations and drainage as well as some electrical modifications.
Newmeyer /Thornton/All to approve the above change orders.

Notice of Completion Filings
Newmeyer /Van Alst All to approve the filing of the Notice of Completion for the construction project at 200 Phillips Drive.

2014-2015 District Calendar
Superintendent Van Zant said that by and large, this calendar matches up with the Willow Creek Academy calendar.
Barrow/ Van Alst/All to approve the 2014-2015 District Calendar.

Thornton/Newmeyer/All to approve the following Board Bylaws:
Board Bylaw (BB) 9230 – Orientation
Board Bylaw (BB) 9240 – Board Development
Board Bylaw (BB) 9250 – Remuneration, Reimbursement & Other Benefits – Action
Board Bylaw (BB) 9260 – Legal Protection
Board Bylaw (BB) 9270 – Conflict of Interest

The following bylaws were brought to the Board for a first read:
Board Bylaw (BB) 9321 – Closed Session
Board Policy (BB) 9321.1 – Closed Session – Actions and Reports
Board Policy (BB) 9322 – Agenda Materials
Board Policy (BB) 9323 – Meeting Conduct
Board Policy (BB) 9323.2 – Actions of the Board
Board Policy (BB) 9324 – Minutes and Recordings

Trustee Ziegler asked that the district place a clock at the lectern so that members of the public who address the board can clearly see when their three-minute limit is coming to an end.

ADJOURNMENT

Thornton/Van Alst /All to adjourn the meeting at 7:50 p.m.

Signature/Date

Title

Sausalito Marin City School District

Agenda Item: *6.03

Date: June 10, 2014

<input type="checkbox"/> Correspondence	<input checked="" type="checkbox"/> Consent Agenda
<input type="checkbox"/> Reports	
<input checked="" type="checkbox"/> General Functions	
<input type="checkbox"/> Pupil Services	
<input type="checkbox"/> Personnel Services	
<input type="checkbox"/> Financial & Business Procedures	
<input type="checkbox"/> Curriculum and Instruction	
<input type="checkbox"/> Policy Development	

Item Requires Board Action: ☒ **Item is for Information Only:** ☐

Item: Memorandum of Understanding – Dominican University

Background:

This MOU serves as the agreement between the district and Dominican University to provide a place for student teachers. At this time, there are no prospective student teachers. However, if the need arises, this agreement will allow this to happen anytime over the next three years.

Fiscal Impact:

Recommendation:

Approve

Prepared for: S. Van Zant

Prepared by: S. Van Zant



This place changes people.

Student Teaching Agreement

This Agreement entered into by and between Dominican University of California, hereinafter called University, and the:

Sausalito Marin City School District

July 1, 2014-June 30, 2016

Hereinafter called District.

Witnesseth

Whereas, DUC desires to place students enrolled in teacher training curricula (collectively, Students"), in appropriate locations whereby Students may gain practical teaching, an experience as an important element of Students' education and training by the DUC School of Education; and

Whereas, pursuant to the provisions of Section 1095 of the Education code, the governing board of any district is authorized to enter into agreements with any university or college accredited by the State Board of Education as a teacher education institution, to provide teaching experience through student teaching to students enrolled in teacher training curricula of such institutions: and

Whereas, it has been determined between the parties hereto as follows:

1. The District shall provide teaching experience through student teaching in schools and classes of the District not to exceed twelve (12) units of student teaching per student and not to exceed the number of students of the University assigned by the University to student teaching in the schools or classes of the District, and under the direct supervision and instruction of such employees of the District, as the District and the University through their duly authorized representatives may agree upon.

The District may, for good cause, refuse to accept for student teaching any student of the University assigned to student teaching in the District, and upon request of the District, made for good cause, the University shall terminate the assignment of any student of the University to student teaching in the District.

"Student teaching" as used herein and elsewhere in this agreement means active participation in the duties and functions of classroom teaching under the direct supervision and instruction of employees of the District holding valid credentials issued by the California Commission on Teacher Credentialing, other than emergency permits or provisional credentials, authorizing them to serve as classroom teachers in the schools or classes in which the practice teaching is provided.

"12 units of student teaching" as used herein and elsewhere in this agreement for elementary and secondary schools are semester units and equal approximately a full-day, as defined by the District for certificated employees of the District, five days a week, for at least a fifteen (15) week assignment.

2. An assignment of a student of the University to student teaching in schools or classes of the District shall be, at the discretion of the University, for approximately fifteen (15) weeks. A student may be given more than one (1) assignment by the University to student teach in such schools or classes.

The assignment of a student of the University to student teaching in the District shall be deemed to be effective for the purposes of this agreement as of the date the student presents to the proper authorities of the District the document given her/him by the University effecting such assignment, but not earlier than the date of such assignment as shown on the document. Before assigning students to School districts, Dominican University will

instruct such students on applicable state and federal law relating to unlawful discrimination and sexual harassment.

3. Absences of a student from assigned student teaching shall not be counted as absences in computing the semester units of student teaching provided to the student by the District.
4. As required by this agreement, **Sausalito Marin City School District** at its sole cost and expense, shall procure and maintain during the full term of this Agreement, the following insurance amounts and coverage:
 - A. Commercial General Liability Insurance with a minimum of \$1,000,000 per occurrence and \$6,000,000 aggregate.
 - B. Professional Liability Insurance with a minimum of \$1,000,000 per occurrence and \$6,000,000 aggregate.
 - C. Employer's Liability Insurance with a minimum of \$2,000,000 per occurrence and \$6,000,000 aggregate.
 - D. Automobile Liability Insurance with a minimum of \$1,000,000 per occurrence, combined single limit.
 - E. Workers' Compensation benefits as required by law. The university agrees to provide Workers' Compensation coverage for Student during a Student-Teaching Assignment with the District.

Evidence of insurance shall be satisfied by providing the Certificates of Insurance and Additional Insured Endorsement, showing all coverage as set forth above and naming **Dominican University of California** as Additional Insured. Additionally, as required by this agreement, all policies shall provide thirty (30) days advance written notice to Dominican, of cancellation, material change, non-renewal, or reduction in coverage to the following office:

Dominican University of California
Business Services Office
50 Acacia Avenue, San Rafael, CA 94901

Execution of this contract is hereby requested.

Dominican University of California

Signature

Provost

Title

5/2/14

Date

Sausalito Marin City Unified School District

Signature

Please Print Name

Title

Date

Sausalito Marin City School District

Agenda Item: 6.04

Date: June 10, 2014

☐ Correspondence

☐ Consent Agenda

☐ Reports

☒ General Functions

☐ Pupil Services

☐ Personnel Services

☐ Financial & Business Procedures

☐ Curriculum and Instruction

☐ Policy Development

Item Requires Board Action: ☒ **Item is for Information Only:** ☐

Item: Memorandum of Understanding – Marin Head Start

Background:

This MOU serves as the agreement between the District and Marin Head Start to provide a summer bridge program for incoming Kindergarteners.

Fiscal Impact:

Minimal. Grant funding for First 5 will cover teacher salaries and other labor costs. We will be responsible for facilities and custodial costs.

Recommendation:

Approve

Prepared for: S. Van Zant

Prepared by: S. Van Zant

**Memorandum of Understanding
Between
Marin Head Start
And
Sausalito Marin City School District**

This Memorandum of Understanding (MOU) between Marin Head Start (MHS) and the Sausalito Marin City School District describes agreements regarding the 2014 Summer Bridge program. The program is funded by a grant to Marin Head Start by First 5 of Marin as part of their continuing support of the Summer Bridge Program.

Background: The purpose of the *Summer Bridge Pre-Kindergarten* is to increase school readiness for children who are enrolling in Kindergarten at Bayside School in August 2014 by providing a 5 week part-day preschool program for children and including opportunities for parents and children to work and learn together. The program will take place at Bayside/Martin Luther King Academy. The daily schedule is 8:30 A.M. to 11:30 A.M. Monday through Thursday with an additional hour of parent engagement on Thursdays from July 14 through August 15 including parent orientation on July 7.

1. Facilities

MHS agrees to:	Sausalito Marin City School district agrees to:
	Arrange for one classroom space at Bayside/MLK Academy
Support a Summer Bridge Coordinator identified by the District and assist in classroom arrangement prior to Summer Bridge.	Provide classroom equipment as available. Provide previously purchased Summer Bridge supplies..
	Provide janitorial services for classroom

2. Staffing

MHS agrees to:	Sausalito Marin City School District agrees to:
Initiate an application and hiring process for the classroom assistant through the Head Start hiring process, SMCSO or designee will be part of the hiring panel	Hire a classroom teacher according to the SMCSO hiring process for summer positions.
MHS will pay hired staff members from the First 5 Summer Bridge grant.	

Support the Summer Bridge Coordinator as needed during the Summer Bridge program	Identify a Summer Bridge Coordinator to lead the program for the summer and support communication and consistent implementation of SMCSO procedures between District staff and Summer Bridge staff.
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3. Supervision

MHS agrees to:	Sausalito Marin City School District agrees to:
Summer Bridge Coordinator will be responsible for supervision of the Summer Bridge teachers, assistant teachers and volunteers with the support of the Marin Head Start Education Manager.	Provide a District contact for the Summer Bridge Coordinator and teacher to answer any questions about process or access to data. Provide appropriate channels for any grievance that may arise with staff hired through the District hiring process or the program structure.

4. Curriculum and Staff Training

MHS agrees to:	Sausalito Marin City School District agrees to:
Provide curriculum support for classroom activities as needed.	Support the curriculum as developed by the Summer Bridge

5. Transition

MHS agrees to:	Sausalito Marin City School District agrees to:
Support the Summer Bridge Coordinator, if needed, to develop a mechanism to share student data from Summer Bridge with appropriate Kindergarten teachers.	Support the transfer of student/ family data and information

6. Evaluation

MHS agrees to:	Sausalito Marin City School District agrees to:
The Summer Bridge Coordinator, with the support of the Marin Head Start Director will be responsible for any required data compilation and necessary reports to First 5 of Marin. Share any data compiled from Summer Bridge student and/ or parent evaluations with SMCS D.	Assist with any appropriate district data. Provide mechanism for the School Principal/Kindergarten teachers to provide information on the preschool experience of the incoming Kindergarten children.

Grant funding from First 5 will cover teaching staff salaries, teaching assistants salaries, summer bridge coordinator salary, materials and supplies for program.

In Kind from Head Start and the School District will cover facilities, hiring process costs, janitorial and incidental staff time in implementation of project.

Jan Yarish
Marin Head Start Director

Sausalito Marin City Schools
Superintendent

Sausalito Marin City School District

Agenda Item: 9.01

Date: June 10, 2014

<input type="checkbox"/> Correspondence	<input type="checkbox"/> Consent Agenda
<input type="checkbox"/> Reports	
<input type="checkbox"/> General Functions	
<input type="checkbox"/> Pupil Services	
<input type="checkbox"/> Personnel Services	
<input checked="" type="checkbox"/> Financial & Business Procedures	
<input type="checkbox"/> Curriculum and Instruction	
<input type="checkbox"/> Policy Development	

Item Requires Board Action: ☐ **Item is for Information Only:** ☒

Item: Public Hearing to Adopt 2014-2015 Local Control Accountability Plan (LCAP)

Background:

Assembly Bill 97 (Chapter 47, Statutes of 2013) signed by Governor Brown on July 1, 2013 specifies implementation requirements for a Local Control Funding Formula (LCFF) which includes the development of a Local Control Accountability Plan (LCAP).

Local Education Agencies (LEAs) must adopt three-year LCAPs; the first one to be adopted by July 1, 2014. Plans must be aligned to the LEA budget and describe annual goals for all pupils and each subgroup, to be achieved for each of the state priorities identified in statute and any additional local priorities identified by the local governing board. Specific actions the LEA will take during each year to achieve those goals will be delineated.

In developing the LCAP, governing boards must consult with teachers, school administration, other school personnel, parents and pupils to provide advice to the board and superintendent on LCAP requirements. Constituent groups should be formed or assembled to provide and contribute to the development of the plan. Upon completion of the LCAP, it must be submitted to the County Office of Education for final approval.

Fiscal Impact:

The District's LCFF for 2014-2015 is \$1,582,439, which is funded by local property taxes and state aid. This total includes supplemental and concentration grants of approximately \$374,359 based on enrollment of subgroup populations (socio-economically disadvantaged, English Language Learners, and Foster students), which represents 90% of the student enrollment. The LCAP will describe how these funds are spent to achieve educational goals and priorities.

The LCAP must be adopted each year in tandem with Budget adoption. Public input is required.

Recommendation:

The LCAP item is for discussion and public input purposes only.

Prepared for: Steve Van Zant

Prepared by: P. Rigney

Local Control and Accountability Plan

Sausalito Marin City

July 1, 2014 - June 30, 2017

DRAFT

§ 15497. Local Control and Accountability Plan and Annual Update Template.

Introduction:

LEA: Sausalito Marin City **Contact (Name, Title, Email, Phone Number):** Steve Van Zant, Superintendent, svanzant@smcsd.orf, (415) 332-3190 **LCAP Year:** 2014

Local Control and Accountability Plan and Annual Update Template

The Local Control and Accountability Plan (LCAP) and annual update template shall be used to provide details regarding local educational agencies' (LEAs) actions and expenditures to support pupil outcomes and overall performance pursuant to Education Code sections 52060, 52066, 47605, 47605.5, and 47606.5.

For school districts, pursuant to Education Code section 52060, the LCAP must describe, for the school district and each school within the district, goals and specific actions to achieve those goals for all pupils and each subgroup of pupils identified in Education Code section 52052, including pupils with disabilities, for each of the state priorities and any locally identified priorities.

For county offices of education, pursuant to Education Code section 52066, the LCAP must describe, for each county office of education-operated school and program, goals and specific actions to achieve those goals for all pupils and each subgroup of pupils identified in Education Code section 52052, including pupils with disabilities, who are funded through the county office of education Local Control Funding Formula as identified in Education Code section 2574 (pupils attending juvenile court schools, on probation or parole, or mandatorily expelled) for each of the state priorities and any locally identified priorities. School districts and county offices of education may additionally coordinate and describe in their LCAPs services provided to pupils funded by a school district but attending county-operated schools and programs, including special education programs.

Charter schools, pursuant to Education Code sections 47605, 47605.5, and 47606.5, must describe goals and specific actions to achieve those goals for all pupils and each subgroup of pupils identified in Education Code section 52052, including pupils with disabilities, for each of the state priorities as applicable and any locally identified priorities. For charter schools, the inclusion and description of goals for state priorities in the LCAP may be modified to meet the grade levels served and the nature of the programs provided, including modifications to reflect only the statutory requirements explicitly applicable to charter schools in the Education Code.

The LCAP is intended to be a comprehensive planning tool. LEAs may reference and describe actions and expenditures in other plans and funded by a variety of other fund sources when detailing goals, actions, and expenditures related to the state and local priorities. LCAPs must be consistent with school plans submitted pursuant to Education Code section 64001. The information contained in the LCAP, or annual update, may be supplemented by information contained in other plans (including the LEA plan pursuant to Section 1112 of Subpart 1 of Part A of Title I of Public Law 107-110) that are incorporated or referenced as relevant in this document.

For each section of the template, LEAs should comply with instructions and use the guiding questions as prompts (but not limits) for completing the information as required by statute. Guiding questions do not require separate narrative responses. Data referenced in the LCAP must be consistent

with the school accountability report card where appropriate. LEAs may resize pages or attach additional pages as necessary to facilitate completion of the LCAP.

State Priorities

The state priorities listed in Education Code sections 52060 and 52066 can be categorized as specified below for planning purposes, however, school districts and county offices of education must address each of the state priorities in their LCAP. Charter schools must address the priorities in Education Code section 52060(d) that apply to the grade levels served, or the nature of the program operated, by the charter school.

A. Conditions of Learning:

Basic: degree to which teachers are appropriately assigned pursuant to Education Code section 44258.9, and fully credentialed in the subject areas and for the pupils they are teaching; pupils have access to standards-aligned instructional materials pursuant to Education Code section 60119; and school facilities are maintained in good repair pursuant to Education Code section 17002(d). (Priority 1)

Implementation of State Standards: implementation of academic content and performance standards adopted by the state board for all pupils, including English learners. (Priority 2)

Course access: pupil enrollment in a broad course of study that includes all of the subject areas described in Education Code section 51210 and subdivisions (a) to (i), inclusive, of Section 51220, as applicable. (Priority 7)

Expelled pupils (for county offices of education only): coordination of instruction of expelled pupils pursuant to Education Code section 48926. (Priority 9)

Foster youth (for county offices of education only): coordination of services, including working with the county child welfare agency to share information, responding to the needs of the juvenile court system, and ensuring transfer of health and education records. (Priority 10)

B. Pupil Outcomes:

Pupil achievement: performance on standardized tests, score on Academic Performance Index, share of pupils that are college and career ready, share of English learners that become English proficient, English learner reclassification rate, share of pupils that pass Advanced Placement exams with 3 or higher, share of pupils determined prepared for college by the Early Assessment Program. (Priority 4)

Other pupil outcomes: pupil outcomes in the subject areas described in Education Code section 51210 and subdivisions (a) to (i), inclusive, of Education Code section 51220, as applicable. (Priority 8)

C. Engagement:

Parent involvement: efforts to seek parent input in decision making, promotion of parent participation in programs for unduplicated pupils and special need subgroups. (Priority 3)

Pupil engagement: school attendance rates, chronic absenteeism rates, middle school dropout rates, high school dropout rates, high school graduations rates. (Priority 5)

School climate: *pupil suspension rates, pupil expulsion rates, other local measures including surveys of pupils, parents and teachers on the sense of safety and school connectedness. (Priority 6)*

Section 1: Stakeholder Engagement

Meaningful engagement of parents, pupils, and other stakeholders, including those representing the subgroups identified in Education Code section 52052, is critical to the LCAP and budget process. Education Code sections 52062 and 52063 specify the minimum requirements for school districts; Education Code sections 52068 and 52069 specify the minimum requirements for county offices of education, and Education Code section 47606.5 specifies the minimum requirements for charter schools. In addition, Education Code section 48985 specifies the requirements for translation of documents.

Instructions: Describe the process used to engage parents, pupils, and the community and how this engagement contributed to development of the LCAP or annual update. Note that the LEA's goals related to the state priority of parental involvement are to be described separately in Section 2, and the related actions and expenditures are to be described in Section 3.

Guiding Questions:

- 1) How have parents, community members, pupils, local bargaining units, and other stakeholders (e.g., LEA personnel, county child welfare agencies, county office of education foster youth services programs, court-appointed special advocates, foster youth, foster parents, education rights holders and other foster youth stakeholders, English learner parents, community organizations representing English learners, and others as appropriate) been engaged and involved in developing, reviewing, and supporting implementation of the LCAP?
- 2) How have stakeholders been included in the LEA's process in a timely manner to allow for engagement in the development of the LCAP?
- 3) What information (e.g., quantitative and qualitative data/metrics) was made available to stakeholders related to the state priorities and used by the LEA to inform the LCAP goal setting process?
- 4) What changes, if any, were made in the LCAP prior to adoption as a result of written comments or other feedback received by the LEA through any of the LEA's engagement processes?
- 5) What specific actions were taken to meet statutory requirements for stakeholder engagement pursuant to Education Code sections 52062, 52068, and 47606.5, including engagement with representative parents of pupils identified in Education Code section 42238.01?
- 6) In the annual update, how has the involvement of these stakeholders supported improved outcomes for pupils related to the state priorities?

Involvement Process	Impact on LCAP
October, 2013 - on going Design Team, comprised of teachers, staff, site administration, bargaining unit and community members review data to include DIBELS, Study Island assessments,	Through the process, we have established the following visions for our students: <i>Our students will have stellar, appropriate and varied</i>

<p>KOF, Accelerated Reader, Accelerated Math, Student Attendance, Student Behavior, and parent Engagement statistics in order to develop plans to improve student learning</p> <p>February, 2014</p> <p>Teachers, Staff, site administration, bargaining unit and Community Member meetings to establish three learning themes</p> <p>April 9, 2014</p> <p>Meeting of Site Council team members comprised of Teachers, Staff and Community Members to review finding and set three year goals</p>	<p><i>communication and language skills.</i></p> <p><i>Students will be academically and culturally literate by mastering, applying, questioning, defending core concepts, solutions and experiences</i></p> <p><i>Students will fearlessly preserve to strategically and resourcefully solve academic and real world problems</i></p> <p>Through further process we have established Kindergarten readiness, Third grade reading proficiency and Algebra readiness as priorities.</p>
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Section 2: Goals and Progress Indicators

*For school districts, Education Code sections 52060 and 52061, for county offices of education, Education Code sections 52066 and 52067, and for charter schools, Education Code section 47606.5 require(s) the LCAP to include a description of the annual goals, for all pupils and each subgroup of pupils, for **each** state priority and any local priorities and require the annual update to include a review of progress towards the goals and describe any changes to the goals.*

Instructions: Describe annual goals and expected and actual progress toward meeting goals. This section must include specifics projected for the applicable term of the LCAP, and in each annual update year, a review of progress made in the past fiscal year based on an identified metric. Charter schools may adjust the chart below to align with the term of the charter school's budget that is submitted to the school's authorizer pursuant to Education Code section 47604.33. The metrics may be quantitative or qualitative, although LEAs must, at minimum, use the specific metrics that statute explicitly references as required elements for measuring progress within a particular state priority area. Goals must address each of the state priorities and any additional local priorities; however, one goal may address multiple priorities. The LEA may identify which school sites and subgroups have the same goals, and group and describe those goals together. The LEA may also indicate those goals that are not applicable to a specific subgroup or school site. The goals must reflect outcomes for all pupils and include specific goals for school sites and specific subgroups, including pupils with disabilities, both at the LEA level and, where applicable, at the school site level. To facilitate alignment between the LCAP and school plans, the LCAP shall identify and incorporate school-specific goals related to the state and local priorities from the school plans submitted pursuant to Education Code section 64001. Furthermore, the LCAP should be shared with, and input requested from, school site-level advisory groups (e.g., school site councils, English Learner Advisory Councils, pupil advisory groups, etc.) to facilitate alignment between school-site and district-level goals and actions. An LEA may incorporate or reference actions described in other plans that are being undertaken to meet the goal.

Guiding Questions:

- 1) What are the LEA's goal(s) to address state priorities related to "Conditions of Learning"?
- 2) What are the LEA's goal(s) to address state priorities related to "Pupil Outcomes"?
- 3) What are the LEA's goal(s) to address state priorities related to "Engagement"(e.g., pupil and parent)?
- 4) What are the LEA's goal(s) to address locally-identified priorities?
- 5) How have the unique needs of individual school sites been evaluated to inform the development of meaningful district and/or individual school site goals (e.g., input from site level advisory groups, staff, parents, community, pupils; review of school level plans; in-depth school level data analysis, etc.)?
- 6) What are the unique goals for subgroups as defined in Education Code sections 42238.01 and 52052 that are different from the LEA's goals for all pupils?
- 7) What are the specific predicted outcomes/metrics/noticeable changes associated with each of the goals annually and over the term of the LCAP?

- 8) What information (e.g., quantitative and qualitative data/metrics) was considered/reviewed to develop goals to address each state or local priority and/or to review progress toward goals in the annual update?
- 9) What information was considered/reviewed for individual school sites?
- 10) What information was considered/reviewed for subgroups identified in Education Code section 52052?
- 11) In the annual update, what changes/progress have been realized and how do these compare to changes/progress predicted? What modifications are being made to the LCAP as a result of this comparison?

Identified Need and Metric (What needs have been identified and what metrics are used to measure progress?)	Goals			Annual Update: Analysis of Progress	What will be different/improved for students? (based on identified metric)			Related State and Local Priorities
	Description of Goal	Applicable Pupil Subgroup(s) (Identify applicable subgroups (as defined in EC 52052) or indicate "all" for all pupils.)	School(s) Affected (Indicate "all" if the goal applies to all schools in the LEA, or alternatively, all high schools, for example.)		LCAP YEAR Year 1: 2014-15	Year 2: 2015-16	Year 3: 2016-17	
<p>70% proficiency in ELA on SIBA.</p> <p>80% of those non-proficient will advance one-level towards goal of proficiency</p> <p>80% of K-2 students will score 'core' on DIBELS</p> <p>Study Island Benchmark Assessments (SIBA), DIBELS, Systemic Instruction in Phonological Awareness, Phonics, and Sight</p>	Our students will have stellar, appropriate and varied communication and language skills	All	All		<p>75% proficient, 85% of non-proficient move up one level</p> <p>85% 'core' on DiBELS</p> <p>70% proficient SBAC</p>	<p>80% proficient, 90% of non-proficient move up one level</p> <p>90% "core" DIBELS</p> <p>80% proficient SBAC</p>	<p>90% proficient, 95% non-proficient advance one level</p> <p>95% 'core' DIBELS</p> <p>90% proficient SBAC</p>	<p>Pupil achievement</p> <p>Increase student proficiency in Reading as measured by Study Island Bench Marks (SIBA) by spring 2015.</p> <p>80% of K-2 students will score 'core' on grade level DIBELS assessments</p>

Words) SIPPS, Smarter Balance Assessment Consortium (SBAC) 2012- 2013 API score was 719. API for ELL students was 935 (only 14 were tested) Due to in-sufficient numbers, CELDT data is not desegregated. in 13-14 we identified 32 students as being English Language Learners. 11 were Fluent English Proficient. Our current FEP Redesignation rate is 43.2%								
70% proficient on SIBA in grades 3-5 100% move up one grade level on ALEKS (6-8 grade) 60% pre-algebra	Increase student proficiency in math as measured by SIBA, ALEKS, MDTP and SBAC	All	All		70% Proficient SIBA (3-5 grade) 85% move up one level (3-5) 100% move up one grade level on ALEKS (6-8 grade)	75% Proficient SIBA (3-5 grade) 90% move up one-level (3-5) 100% move up one level on ALEKS (6-8 grade) 70% pre-algebra readiness on MDTP (6th	85% Proficient SIBA (3-5 grade) 95% move up one level (3-5 grade) 100% move up one level on	Pupil achievement Students will fearlessly perserver to strategically and resourcefully solve academic and

readiness on MDTP (6th grade) SIBA, ALEKS, MDTP, SBAC					60% pre-algebra readiness on MDTP (6th grade) 60% algebra readiness on MDTP (8th grade)	grade) 65% algebra readiness on MDTP (8th grade) 70% proficient on SBAC	ALEKS 80% pre-algebra readiness on MDTP (6th grade) 70% algebra readiness on MDTP (8th grade) 80% proficient SBAC	real world problems
70% of parents will attend one or more school events and volunteer at least one-hour Parent sign-in sheets at family nights, open house and other parent education events	Increase parent involvement during the school day and at school events	All	All		80% of parents will attend one or more school events and volunteer at least one-hour	90% of parents will attend one or more school events and volunteer at least one-hour	100% of parents will attend one or more school events and volunteer at least one-hour	Parent involvement Increase parent participation in the education of our students
92.5% actual attendance rate Review of actual attendance rates in the 12-13 school year, 2.93% of our students were	Increase student attendance rates	All	All		94% actual attendance rate	95% actual attendance rate	96% actual attendance rate	Pupil engagement Students will attend school and be meaningfully engaged in learning

classified as chronic truants.								
60% of students and parents report that the school is safe 60% of student report that they feel they belong at school Parent and student surveys. Suspension and expulsion rate data. In 12 - 13, the District suspension rate (Students Suspended and Students Expelled divided by Cumulative Enrollment) multiplied by 100 was 10.5 and the student expulsion rate was 0.2 There were no middle school dropouts reported.	Parents and students will feel safe at and connected to the school	All	All		70% of parents and students report feeling safe at school 70% of students report that they feel they belong at school	80% of parents and students report feeling safe at school 80% of students report that they feel they belong at school	90% of parents and students report feeling safe at school 90% of students report that they feel they belong at school	School climate Increase student and parent sence of connectedness and safety at school
All Students have access to courses taught by appropriately	All students will have access to courses taught	All	All		All teachers will be appropriately credentialed All students will	All teachers will be appropriately credentialed All students will have access to high quality	All teachers will be appropriately credentialed	Course access Students will have access to high calibler

<p>credentialed high quality instructors using relevant high quality materials</p> <p>All teachers will be properly credentialed</p> <p>All students will have access to high quality instructional materials</p>	<p>by appropriately credentialed - high quality instructors using relevant high quality measures.</p>				<p>have access to high quality instructional materials</p>	<p>instructional materials</p>	<p>All students will have access to high quality instructional materials</p>	<p>instruction and materials</p>
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Section 3: Actions, Services, and Expenditures

For school districts, Education Code sections 52060 and 52061, for county offices of education, Education Code sections 52066 and 52067, and for charter schools, Education Code section 47606.5 require the LCAP to include a description of the specific actions an LEA will take to meet the goals identified. Additionally Education Code section 52064 requires a listing and description of the expenditures required to implement the specific actions.

Instructions: Identify annual actions to be performed to meet the goals described in Section 2, and describe expenditures to implement each action, and where these expenditures can be found in the LEA's budget. Actions may describe a group of services that are implemented to achieve identified goals. The actions and expenditures must reflect details within a goal for the specific subgroups identified in Education Code section 52052, including pupils with disabilities, and for specific school sites as applicable. In describing the actions and expenditures that will serve low-income, English learner, and/or foster youth pupils as defined in Education Code section 42238.01, the LEA must identify whether supplemental and concentration funds are used in a districtwide, schoolwide, countywide, or charterwide manner. In the annual update, the LEA must describe any changes to actions as a result of a review of progress. The LEA must reference all fund sources used to support actions and services. Expenditures must be classified using the California School Accounting Manual as required by Education Code sections 52061, 52067, and 47606.5.

Guiding Questions:

- 1) What actions/services will be provided to all pupils, to subgroups of pupils identified pursuant to Education Code section 52052, to specific school sites, to English learners, to low-income pupils, and/or to foster youth to achieve goals identified in the LCAP?
- 2) How do these actions/services link to identified goals and performance indicators?
- 3) What expenditures support changes to actions/services as a result of the goal identified? Where can these expenditures be found in the LEA's budget?
- 4) In the annual update, how have the actions/services addressed the needs of all pupils and did the provisions of those services result in the desired outcomes?
- 5) In the annual update, how have the actions/services addressed the needs of all subgroups of pupils identified pursuant to Education Code section 52052, including, but not limited to, English learners, low-income pupils, and foster youth; and did the provision of those actions/services result in the desired outcomes?
- 6) In the annual update, how have the actions/services addressed the identified needs and goals of specific school sites and did the provision of those actions/services result in the desired outcomes?
- 7) In the annual update, what changes in actions, services, and expenditures have been made as a result of reviewing past progress and/or changes to goals?

A. What annual actions, and the LEA may include any services that support these actions, are to be performed to meet the goals described in Section 2 for ALL pupils and the goals specifically for subgroups of pupils identified in Education Code section 52052 but not listed in Table 3B below (e.g., Ethnic subgroups and pupils with disabilities)? List and describe expenditures for each fiscal year implementing these actions, including where these expenditures can be found in the LEA's budget.

Goal	Related State and Local Priorities (Identify specific state priority. For districts and COEs, all priorities in statute must be included and identified; each goal may be linked to more than one priority if appropriate.)	Actions and Services	Level of Service	Annual Update: Review of actions/ services	What actions are performed or services provided in each year (and are projected to be provided in years 2 and 3)? What are the anticipated expenditures for each action (including funding source)?		
					LCAP Year Year 1: 2014-15	Year 2: 2015-16	Year 3: 2016-17
Our students will have stellar, appropriate and varied communication and language skills	Pupil achievement Increase student proficiency in Reading as measured by Study Island Bench Marks (SIBA) by spring 2015. 80% of K-2 students will	Continue to support and implement GLAD training	School-Wide		Professional Development/Training: \$3,000 Funding Source: CELDT	Professional Development/Training: \$3,000 Funding Source: CELDT	Professional Development/Training: \$3,000 Funding Source: CELDT
					Bilingual Paraprofessional: \$42,000 Funding Source: General fund/Title 1	Bilingual Paraprofessional: \$45,000 Funding Source: General fund/Title 1	Bilingual Paraprofessional: \$47,000 Funding Source: General fund/Title 1

	score 'core' on grade level DIBELS assessments						
Our students will have stellar, appropriate and varied communication and language skills	Pupil achievement Increase student proficiency in Reading as measured by Study Island Bench Marks (SIBA) by spring 2015. 80% of K-2 students will score 'core' on grade level DIBELS assessments	Maintain Small class size	School-Wide		Teacher: \$85,000 Funding Source: General Fund	Teacher: \$85,000 Funding Source: General Fund	Teacher: \$85,000 Funding Source: General Fund
Our students will have stellar, appropriate and varied communication and language skills	Pupil achievement Increase student proficiency in Reading as measured by Study Island Bench Marks (SIBA) by spring 2015. 80% of K-2 students will score 'core' on	Adopt and implement SIPPs intervention curriculum school-wide	School-Wide				

	grade level DIBELS assessments						
Our students will have stellar, appropriate and varied communication and language skills	Pupil achievement Increase student proficiency in Reading as measured by Study Island Bench Marks (SIBA) by spring 2015. 80% of K-2 students will score 'core' on grade level DIBELS assessments	Provide Targeted ELL support	School-Wide				
Our students will have stellar, appropriate and varied communication and language skills	Pupil achievement Increase student proficiency in Reading as measured by Study Island Bench Marks (SIBA) by spring 2015. 80% of K-2 students will score 'core' on grade level	Implement "Marin City Reads" reading incentive program	School-Wide				

	DIBELS assessments						
Increase student proficiency in math as measured by SIBA, ALEKS, MDTP and SBAC	Pupil achievement Students will fearlessly perserver to strategically and resourcefully solve academic and real world problems	Maintain small class sizes	School-Wide		Teaching/Professional Expert: \$100,000 Funding Source: General Fund/TSG	Teaching/Professional Expert: \$85,000 Funding Source: General Fund/TSG	Teaching/Professional Expert: \$85,000 Funding Source: General Fund/TSG
					Aleks ~ Student Assessment Tool: \$4,500 Funding Source: General Fund/Lottery	Aleks ~ Student Assessment Tool: \$4,500 Funding Source: General Fund/Lottery	Aleks ~ Student Assessment Tool: \$4,500 Funding Source: General Fund/Lottery
Increase student proficiency in math as measured by SIBA, ALEKS, MDTP and SBAC	Pupil achievement Students will fearlessly perserver to strategically and resourcefully solve academic and real world problems	Personalize math instruction through the use of technology	School-Wide				
Increase parent involvement during the school day and at school events	Parent involvement Increase parent participation inthe education of our students	Use of parent/community liaisons and school counselor	School-Wide		Parent Aides/Noon Duty Aides: \$30,000 Funding Source: General Fund	Parent Aides/Noon Duty Aides: \$30,000 Funding Source: General Fund	Parent Aides/Noon Duty Aides: \$30,000 Funding Source: General Fund
					Parent Liasion: \$13,000 Funding Source: Pre K to 3 Grant	Parent Liasion: \$13,000 Funding Source: Pre K to 3 Grant	Parent Liasion: \$13,000 Funding Source: Pre K to 3 Grant

Increase parent involvement during the school day and at school events	Parent involvement Increase parent participation in the education of our students	Development of Full Service Community Based programs	LEA-Wide				
Increase parent involvement during the school day and at school events	Parent involvement Increase parent participation in the education of our students	Provide school-wide cultural and educational activities	School-Wide				
Increase parent involvement during the school day and at school events	Parent involvement Increase parent participation in the education of our students	Provide academic-content specific parent education nights	School-Wide				
Increase student attendance rates	Pupil engagement Students will attend school and be meaningfully engaged in learning	Provide positive student attendance rewards and recognition	School-Wide		Community Liasion: \$70,000 Funding Source: General/Title 1	Community Liasion: \$72,000 Funding Source: General/Title 1	Community Liasion: \$74,000 Funding Source: General/Title 1
					School Site Secretary/Assistant: \$35,000 Funding Source: General Fund	School Site Secretary/Assistant: \$35,000 Funding Source: General Fund	School Site Secretary/Assistant: \$35,000 Funding Source: General Fund
Increase	Pupil	Partner with Marin	School-Wide				

student attendance rates	engagement Students will attend school and be meaningfully engaged in learning	Housing Authority to improve attendance rates					
Increase student attendance rates	Pupil engagement Students will attend school and be meaningfully engaged in learning	Effectively and fairly utilize School Attendance Review Teams and Boards to effectively provide support for parents and students	School-Wide				
Increase student attendance rates	Pupil engagement Students will attend school and be meaningfully engaged in learning	Utilize parent/community liaisons and school counselor to effectively identify and work with parents and students of eliminating factors that affect student attendance.	School-Wide		Nutrition/Cafeteria: \$70,000 Funding Source: General Fund	Nutrition/Cafeteria: \$70,000 Funding Source: General Fund	Nutrition/Cafeteria: \$70,000 Funding Source: General Fund
					Custodial Staff/Supplies: \$50,000 Funding Source: General Fund	Custodial Staff/Supplies: \$50,000 Funding Source: General Fund	Custodial Staff/Supplies: \$50,000 Funding Source: General Fund
					Maintenance Staff/Supplies /Repairs: \$50,000 Funding Source: General Fund	Maintenance Staff/Supplies /Repairs: \$50,000 Funding Source: General Fund	Maintenance Staff/Supplies /Repairs: \$50,000 Funding Source: General Fund
Parents and students will feel safe at and	School climate Increase student and	Comprehensive school counseling services will be	School-Wide		Full Time Counselor: \$113,000 Funding Source:	Full Time Counselor: \$113,000 Funding Source:	Full Time Counselor: \$113,000 Funding Source:

connected to the school	parent sense of connectedness and safety at school	provided			Title 1/TSG	Title 1/TSG	Title 1/TSG
Parents and students will feel safe at and connected to the school	School climate Increase student and parent sense of connectedness and safety at school	Students will be recognized for positive actions on a regular basis at school assemblies	School-Wide		Assemblies/Parent /Community Events: \$5,000 Funding Source: General Fund/Title 1/MCF grants	Assemblies/Parent /Community Events: \$5,000 Funding Source: General Fund/Title 1/MCF grants	Assemblies/Parent /Community Events: \$5,000 Funding Source: General Fund/Title 1/MCF grants
Parents and students will feel safe at and connected to the school	School climate Increase student and parent sense of connectedness and safety at school	Develop and implement a school-wide character education and discipline program	School-Wide				
Parents and students will feel safe at and connected to the school	School climate Increase student and parent sense of connectedness and safety at school	Provide opportunities for students to take on and display leadership skills throughout the school	School-Wide		Studen Council Stipends/Supplies: \$3,000 Funding Source: General Fund	Studen Council Stipends/Supplies: \$3,000 Funding Source: General Fund	Studen Council Stipends/Supplies: \$3,000 Funding Source: General Fund
All students will have access to courses taught by appropriately	Course access Students will have access to high calibler instruction and materials	Develop curriculum maps for student success	School-Wide		Certificated Staff: \$350,000 Funding Source: Genral fund Classified Support	Certificated Staff: \$350,000 Funding Source: Genral fund Classified Support	Certificated Staff: \$350,000 Funding Source: Genral fund Classified Support

credentialed - high quality instructors using relevant high quality measures.					Staff/Paraprofessional: \$120,000 Funding Source: General Fund	Staff/Paraprofessional: \$120,000 Funding Source: General Fund	Staff/Paraprofessional: \$120,000 Funding Source: General Fund
All students will have access to courses taught by appropriately credentialed - high quality instructors using relevant high quality measures.	Course access Students will have access to high caliber instruction and materials	Provide high caliber staff development opportunities for staff around elevated site level goals	School-Wide				
All students will have access to courses taught by appropriately credentialed - high quality instructors using relevant high quality measures.	Course access Students will have access to high caliber instruction and materials	Provide each student with a properly credentialed and trained teacher	School-Wide				
All students will have access to courses taught by	Course access Students will have access to high caliber instruction and	Provide high quality instructional materials to students that	School-Wide		Instructional Materials: \$30,000 Funding Source: General/Lottery/Title 1	Instructional Materials: \$30,000 Funding Source: General/Lottery/Title 1	Instructional Materials: \$30,000 Funding Source: General/Lottery/Title 1

appropriately credentialed - high quality instructors using relevant high quality measures.	materials	support acquisition of skills and knowledge around the common core			Librarian: \$23,000 Funding Source: General Fund	Librarian: \$25,000 Funding Source: General Fund	Librarian: \$27,000 Funding Source: General Fund
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B. Identify additional annual actions, and the LEA may include any services that support these actions, above what is provided for all pupils that will serve low-income, English learner, and/or foster youth pupils as defined in Education Code section 42238.01 and pupils redesignated as fluent English proficient. The identified actions must include, but are not limited to, those actions that are to be performed to meet the targeted goals described in Section 2 for low-income pupils, English learners, foster youth and/or pupils redesignated as fluent English proficient (e.g., not listed in Table 3A above). List and describe expenditures for each fiscal year implementing these actions, including where those expenditures can be found in the LEA's budget.

Goal (Include and identify all goals from Section 2)	Related State and Local Priorities (from Section 2)	Actions and Services	Level of Service (Indicate if school-wide or LEA-wide)	Annual Update: Review of actions/ services	What actions are performed or services provided in each year (and are projected to be provided in years 2 and 3)? What are the anticipated expenditures for each action (including funding source)?		
					LCAP Year Year 1: 2014-15	Year 2: 2015-16	Year 3: 2016-17

C. Describe the LEA's increase in funds in the LCAP year calculated on the basis of the number and concentration of low income, foster youth, and English learner pupils as determined pursuant to 5 CCR 15496(a)(5). Describe how the LEA is expending these funds in the LCAP year. Include a description of, and justification for, the use of any funds in a districtwide, schoolwide, countywide, or charterwide manner as specified in 5 CCR 15496. For school districts with below 55 percent of enrollment of unduplicated pupils in the district or below 40 percent of enrollment of unduplicated pupils at a school site in the LCAP year, when using supplemental and concentration funds in a districtwide or schoolwide manner, the school district must additionally describe how the services provided are the most effective use of funds to meet the district's goals for unduplicated pupils in the state priority areas. (See 5 CCR 15496(b) for guidance.)

The District already meets 100% of the targeted amount and will not be on a progress plan to meet the required targeted funding amount. The District provides district wide services since over 90% of the student populations is when the supplemental and concentration levels. Sausalito Marin City School District with one class at each grade level, with a very small student to teacher ratio. Providing services in this models allows our students full inclusion with their peer and the benefits and receiving additional support. The school district is providing district wide services.

The District has already allocated an additional:

- \$350,000 from the general fund toward certificated instructional staff (teaching & professional consultants) salary/benefits in order to provided one teacher per grade.
- \$120,000 from the general fund toward classified instructional staff salary/benefits in order to further assist the student population in the classroom.
- \$42,000 from the general fund toward classified bi-lingual staff salary/benefits in order to help serve the ELL student population.
- \$23,000 from the general fund toward a librarian salary/benefits in order to provide additional resources to the student population outside the classroom.
- \$ 100,000 from the general fund toward custodial/facility salary/benefits, custodial/maintenance supplies and facility repairs in order to provided a safe and clean environment for the students, staff and community.
- \$70,000 from the general fund toward the cafeteria/nutrition program in order to provide breakfast, lunch and a snack to all students every day.

D. Consistent with the requirements of 5 CCR 15496, demonstrate how the services provided in the LCAP year for low income pupils, foster youth, and English learners provide for increased or improved services for these pupils in proportion to the increase in funding provided for such pupils in that year as calculated pursuant to 5 CCR 15496(a)(7). Identify the percentage by which services for unduplicated pupils must be increased or improved as compared to the services provided to all pupils in the LCAP year as calculated pursuant to 5 CCR 15496(a). An LEA shall describe how the proportionality percentage is met using a quantitative and/or qualitative description of the increased and/or improved services for unduplicated pupils as compared to the services provided to all pupils.

The Sausalito Marin City School District is providing district wide services. The District already meets 100% of the targeted amount and will not be on a progress plan to meet the required targeted funding amount for it already exceeds the targeted amount. The District provides district wide services since over 90% of the student populations is within the supplemental and concentration levels. Sausalito Marin City School District has one class at each grade level, with a very small student to teacher ratio. Providing services in this models allows our students full inclusion with their peer and the benefits and receiving additional support. The school district is providing district wide services. The District has already allocated an additional \$700K from the general fund in order to provide services that benefit whole student population.

NOTE: Authority cited: Sections 42238.07 and 52064, Education Code. Reference: Sections 2574, 2575, 42238.01, 42238.02, 42238.03, 42238.07, 47605, 47605.5, 47606.5, 48926, 52052, 52060-52077, and 64001, Education Code; 20 U.S.C. Section 6312.

Sausalito Marin City School District

Agenda Item: 9.02

Date: June 10, 2014

<input type="checkbox"/> Correspondence	<input type="checkbox"/> Consent Agenda
<input type="checkbox"/> Reports	
<input type="checkbox"/> General Functions	
<input type="checkbox"/> Pupil Services	
<input type="checkbox"/> Personnel Services	
<input checked="" type="checkbox"/> Financial & Business Procedures	
<input type="checkbox"/> Curriculum and Instruction	
<input type="checkbox"/> Policy Development	

Item Requires Board Action: ☐ **Item is for Information Only:** ☒

Item: Public Hearing to Adopt 2014-2015 Budget

Background:

State law requires the Board to adopt its annual budget before July 1. Beginning this year, the budget public hearing must occur at the same meeting as the Local Control Accountability Plan (LCAP) public hearing and at a separate meeting from the formal adoption of the budget and LCAP.

The attached General Fund budgets are in the State approved Standardized Account Code Structure (SACS) format. A copy of the budget in the SACS download format that is required by the State Department of Education for final adoption will be provided at the June 24, 2014 Board meeting.

The Multi-Year Projection (MYP) reflects adjusted certificated and classified salary and benefit calculations based on staff hired to date. It includes salary increases based upon step and column for the two subsequent years. The key budget assumptions included in this report provide more detailed descriptions of the assumptions used in calculating the estimated budgets for 2014-15 through 2016-17.

The Board is required to adopt a budget before June 30, 2014.

Fiscal Impact:

Approval of this item will result in projected General Fund revenues of \$5,476,427 and projected expenditures of \$5,309,796, resulting in an operating deficit of \$196,024 in 2014-2015, which will be funded by the 2013-2014 ending fund balance. This budget shows that the District will be fiscally solvent for the budget year and two subsequent years, as required to obtain a positive certification from the Marin County Office of Education.

Recommendation:

This item is for discussion and public input purposes only.

Prepared for: Steve Van Zant

Prepared by: P. Rigney

Description	Resource Codes	Object Codes	2013-14 Estimated Actuals			2014-15 Budget			% Diff Column C & F
			Unrestricted (A)	Restricted (B)	Total Fund col. A + B (C)	Unrestricted (D)	Restricted (E)	Total Fund col. D + E (F)	
A. REVENUES									
1) LCFF Sources		8010-8099	4,041,694.00	20,422.00	4,062,116.00	4,082,727.00	20,422.00	4,103,149.00	1.0%
2) Federal Revenue		8100-8299	14,187.00	304,354.00	318,541.00	14,187.00	330,291.00	344,478.00	8.1%
3) Other State Revenue		8300-8599	16,816.00	291,557.00	308,373.00	16,944.00	263,798.00	280,742.00	-9.0%
4) Other Local Revenue		8600-8799	316,979.00	756,290.00	1,073,269.00	186,463.00	561,595.00	748,058.00	-30.3%
5) TOTAL, REVENUES			4,389,676.00	1,372,623.00	5,762,299.00	4,300,321.00	1,176,106.00	5,476,427.00	-5.0%
B. EXPENDITURES									
1) Certificated Salaries		1000-1999	1,254,878.00	564,452.00	1,819,330.00	1,199,786.00	478,407.00	1,678,193.00	-7.8%
2) Classified Salaries		2000-2999	468,082.00	327,682.00	795,764.00	472,184.00	339,381.00	811,565.00	2.0%
3) Employee Benefits		3000-3999	511,686.00	247,323.00	759,009.00	452,198.00	259,849.00	712,047.00	-6.2%
4) Books and Supplies		4000-4999	146,255.00	168,821.00	315,076.00	72,871.00	87,155.00	160,026.00	-49.2%
5) Services and Other Operating Expenditures		5000-5999	546,682.00	1,029,363.00	1,576,045.00	460,512.00	907,941.00	1,368,453.00	-13.2%
6) Capital Outlay		6000-6999	0.00	0.00	0.00	0.00	30,000.00	30,000.00	New
7) Other Outgo (excluding Transfers of Indirect Costs)		7100-7299 7400-7499	469,400.00	140,278.00	609,678.00	382,821.00	166,691.00	549,512.00	-9.9%
8) Other Outgo - Transfers of Indirect Costs		7300-7399	(21,492.00)	21,492.00	0.00	(26,599.00)	26,599.00	0.00	0.0%
9) TOTAL, EXPENDITURES			3,375,491.00	2,499,411.00	5,874,902.00	3,013,773.00	2,296,023.00	5,309,796.00	-9.6%
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)									
			1,014,185.00	(1,126,788.00)	(112,603.00)	1,286,548.00	(1,119,917.00)	166,631.00	-248.0%
D. OTHER FINANCING SOURCES/USES									
1) Interfund Transfers									
a) Transfers In		8900-8929	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
b) Transfers Out		7600-7629	311,759.00	0.00	311,759.00	362,655.00	0.00	362,655.00	16.3%
2) Other Sources/Uses									
a) Sources		8930-8979	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
3) Contributions		8980-8999	(957,292.00)	957,292.00	0.00	(1,119,917.00)	1,119,917.00	0.00	0.0%
4) TOTAL, OTHER FINANCING SOURCES/USES			(1,269,051.00)	957,292.00	(311,759.00)	(1,482,572.00)	1,119,917.00	(362,655.00)	16.3%

Description	Resource Codes	Object Codes	2013-14 Estimated Actuals			2014-15 Budget			% Diff Column C & F
			Unrestricted (A)	Restricted (B)	Total Fund col. A + B (C)	Unrestricted (D)	Restricted (E)	Total Fund col. D + E (F)	
E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)			(254,866.00)	(169,498.00)	(424,362.00)	(196,024.00)	0.00	(196,024.00)	-53.8%
F. FUND BALANCE, RESERVES									
1) Beginning Fund Balance									
a) As of July 1 - Unaudited		9791	1,514,865.81	169,498.96	1,684,364.77	1,158,989.48	2.96	1,158,992.44	-31.2%
b) Audit Adjustments		9793	(101,010.33)	0.00	(101,010.33)	0.00	0.00	0.00	-100.0%
c) As of July 1 - Audited (F1a + F1b)			1,413,855.48	169,498.96	1,583,354.44	1,158,989.48	2.96	1,158,992.44	-26.8%
d) Other Restatements		9795	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			1,413,855.48	169,498.96	1,583,354.44	1,158,989.48	2.96	1,158,992.44	-26.8%
2) Ending Balance, June 30 (E + F1e)			1,158,989.48	2.96	1,158,992.44	962,965.48	2.96	962,968.44	-16.9%
Components of Ending Fund Balance									
a) Nonspendable									
Revolving Cash		9711	1,000.00	0.00	1,000.00	0.00	0.00	0.00	-100.0%
Stores		9712	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Prepaid Expenditures		9713	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
All Others		9719	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
b) Restricted		9740	0.00	2.96	2.96	0.00	2.96	2.96	0.0%
c) Committed									
Stabilization Arrangements		9750	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Other Commitments		9760	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
d) Assigned									
Other Assignments		9780	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
e) Unassigned/unappropriated									
Reserve for Economic Uncertainties		9789	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Unassigned/Unappropriated Amount		9790	1,157,989.48	0.00	1,157,989.48	962,965.48	0.00	962,965.48	-16.8%

Description	Resource Codes	Object Codes	2013-14 Estimated Actuals			2014-15 Budget			% Diff Column C & F
			Unrestricted (A)	Restricted (B)	Total Fund col. A + B (C)	Unrestricted (D)	Restricted (E)	Total Fund col. D + E (F)	
G. ASSETS									
1) Cash									
a) in County Treasury		9110	2,538,589.33	(643,445.00)	1,895,144.33				
1) Fair Value Adjustment to Cash in County Treasury		9111	0.00	0.00	0.00				
b) in Banks		9120	0.00	0.00	0.00				
c) in Revolving Fund		9130	1,000.00	0.00	1,000.00				
d) with Fiscal Agent		9135	0.00	0.00	0.00				
e) collections awaiting deposit		9140	0.00	0.00	0.00				
2) Investments		9150	0.00	0.00	0.00				
3) Accounts Receivable		9200	0.00	0.00	0.00				
4) Due from Grantor Government		9290	0.00	0.00	0.00				
5) Due from Other Funds		9310	74,634.05	0.00	74,634.05				
6) Stores		9320	0.00	0.00	0.00				
7) Prepaid Expenditures		9330	0.00	0.00	0.00				
8) Other Current Assets		9340	0.00	0.00	0.00				
9) TOTAL, ASSETS			2,614,223.38	(643,445.00)	1,970,778.38				
H. DEFERRED OUTFLOWS OF RESOURCES									
1) Deferred Outflows of Resources		9490	0.00	0.00	0.00				
2) TOTAL, DEFERRED OUTFLOWS			0.00	0.00	0.00				
I. LIABILITIES									
1) Accounts Payable		9500	11,607.98	638.79	12,246.77				
2) Due to Grantor Governments		9590	0.00	0.00	0.00				
3) Due to Other Funds		9610	0.00	0.00	0.00				
4) Current Loans		9640	0.00	0.00	0.00				
5) Unearned Revenue		9650	0.00	0.00	0.00				
6) TOTAL, LIABILITIES			11,607.98	638.79	12,246.77				
J. DEFERRED INFLOWS OF RESOURCES									
1) Deferred Inflows of Resources		9690	0.00	0.00	0.00				
2) TOTAL, DEFERRED INFLOWS			0.00	0.00	0.00				
K. FUND EQUITY									
Ending Fund Balance, June 30 (G9 + H2) - (I6 + J2)			2,602,615.40	(644,083.79)	1,958,531.61				

			2013-14 Estimated Actuals			2014-15 Budget			
			Unrestricted (A)	Restricted (B)	Total Fund col. A + B (C)	Unrestricted (D)	Restricted (E)	Total Fund col. D + E (F)	
Description	Resource Codes	Object Codes							
LCFF SOURCES									
Principal Apportionment									
State Aid - Current Year		8011	875,930.00	0.00	875,930.00	980,875.00	0.00	980,875.00	12.0%
Education Protection Account State Aid - Current Year		8012	27,468.00	0.00	27,468.00	28,256.00	0.00	28,256.00	2.9%
State Aid - Prior Years		8019	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Tax Relief Subventions									
Homeowners' Exemptions		8021	31,026.00	0.00	31,026.00	31,026.00	0.00	31,026.00	0.0%
Timber Yield Tax		8022	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Other Subventions/In-Lieu Taxes		8029	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
County & District Taxes									
Secured Roll Taxes		8041	4,740,002.00	0.00	4,740,002.00	4,961,169.00	0.00	4,961,169.00	4.7%
Unsecured Roll Taxes		8042	103,373.00	0.00	103,373.00	107,955.00	0.00	107,955.00	4.4%
Prior Years' Taxes		8043	4,582.00	0.00	4,582.00	4,582.00	0.00	4,582.00	0.0%
Supplemental Taxes		8044	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Education Revenue Augmentation Fund (ERAF)		8045	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Community Redevelopment Funds (SB 617/699/1992)		8047	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Penalties and Interest from Delinquent Taxes		8048	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Miscellaneous Funds (EC 41604)									
Royalties and Bonuses		8081	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Other In-Lieu Taxes		8082	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Less: Non-LCFF (50%) Adjustment		8089	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Subtotal, LCFF Sources			5,782,381.00	0.00	5,782,381.00	6,113,863.00	0.00	6,113,863.00	5.7%
LCFF Transfers									
Unrestricted LCFF Transfers - Current Year	0000	8091	(20,422.00)		(20,422.00)	(20,422.00)		(20,422.00)	0.0%
All Other LCFF Transfers - Current Year	All Other	8091	0.00	20,422.00	20,422.00	0.00	20,422.00	20,422.00	0.0%
Transfers to Charter Schools in Lieu of Property Taxes		8096	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Property Taxes Transfers		8097	(1,720,265.00)	0.00	(1,720,265.00)	(2,010,714.00)	0.00	(2,010,714.00)	16.9%
LCFF/Revenue Limit Transfers - Prior Years		8099	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, LCFF SOURCES			4,041,694.00	20,422.00	4,062,116.00	4,082,727.00	20,422.00	4,103,149.00	1.0%
FEDERAL REVENUE									
Maintenance and Operations		8110	14,187.00	0.00	14,187.00	14,187.00	0.00	14,187.00	0.0%
Special Education Entitlement		8181	0.00	74,527.00	74,527.00	0.00	104,522.00	104,522.00	40.2%
Special Education Discretionary Grants		8182	0.00	10,527.00	10,527.00	0.00	6,469.00	6,469.00	-38.5%
Child Nutrition Programs		8220	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Forest Reserve Funds		8260	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Flood Control Funds		8270	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Wildlife Reserve Funds		8280	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
FEMA		8281	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Interagency Contracts Between LEAs		8285	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Pass-Through Revenues from Federal Sources		8287	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
NCLB: Title I, Part A, Basic Grants Low-Income and Neglected	3010	8290		193,078.00	193,078.00		193,078.00	193,078.00	0.0%
NCLB: Title I, Part D, Local Delinquent Programs	3025	8290		0.00	0.00		0.00	0.00	0.0%
NCLB: Title II, Part A, Teacher Quality	4035	8290		23,172.00	23,172.00		23,172.00	23,172.00	0.0%
NCLB: Title III, Immigrant Education Program	4201	8290		400.00	400.00		400.00	400.00	0.0%

Description	Resource Codes	Object Codes	2013-14 Estimated Actuals			2014-15 Budget			% Diff Column C & F
			Unrestricted (A)	Restricted (B)	Total Fund col. A + B (C)	Unrestricted (D)	Restricted (E)	Total Fund col. D + E (F)	
NCLB: Title III, Limited English Proficient (LEP) Student Program	4203	8290		2,650.00	2,650.00		2,650.00	2,650.00	0.0%
NCLB: Title V, Part B, Public Charter Schools Grant Program (PCSGP)	4610	8290		0.00	0.00		0.00	0.00	0.0%
	3011-3020, 3026-3205, 4036-4126, 5510	8290		0.00	0.00		0.00	0.00	0.0%
Other No Child Left Behind		8290		0.00	0.00		0.00	0.00	0.0%
Vocational and Applied Technology Education	3500-3699	8290		0.00	0.00		0.00	0.00	0.0%
Safe and Drug Free Schools	3700-3799	8290		0.00	0.00		0.00	0.00	0.0%
All Other Federal Revenue	All Other	8290	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, FEDERAL REVENUE			14,187.00	304,354.00	318,541.00	14,187.00	330,291.00	344,478.00	8.1%
OTHER STATE REVENUE									
Other State Apportionments									
ROC/P Entitlement									
Current Year	6355-6360	8311		0.00	0.00		0.00	0.00	0.0%
Prior Years	6355-6360	8319		0.00	0.00		0.00	0.00	0.0%
Special Education Master Plan									
Current Year	6500	8311		0.00	0.00		0.00	0.00	0.0%
Prior Years	6500	8319		0.00	0.00		0.00	0.00	0.0%
All Other State Apportionments - Current Year	All Other	8311	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
All Other State Apportionments - Prior Years	All Other	8319	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Class Size Reduction, K-3		8434	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Child Nutrition Programs		8520	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Mandated Costs Reimbursements		8550	3,329.00	0.00	3,329.00	3,457.00	0.00	3,457.00	3.8%
Lottery - Unrestricted and Instructional Materials		8560	13,487.00	3,852.00	17,339.00	13,487.00	3,238.00	16,725.00	-3.5%
Tax Relief Subventions									
Restricted Levies - Other									
Homeowners' Exemptions		8575	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Other Subventions/In-Lieu Taxes		8576	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Pass-Through Revenues from State Sources		8587	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
School Based Coordination Program	7250	8590		0.00	0.00		0.00	0.00	0.0%
After School Education and Safety (ASES)	6010	8590		124,234.00	124,234.00		124,234.00	124,234.00	0.0%
Charter School Facility Grant	6030	8590		0.00	0.00		0.00	0.00	0.0%
Drug/Alcohol/Tobacco Funds	6650, 6690	8590		0.00	0.00		0.00	0.00	0.0%
California Clean Energy Jobs Act	6230	8590		103,802.00	103,802.00		88,788.00	88,788.00	-14.5%
Healthy Start	6240	8590		0.00	0.00		0.00	0.00	0.0%
American Indian Early Childhood Education	7210	8590		0.00	0.00		0.00	0.00	0.0%
Specialized Secondary	7370	8590		0.00	0.00		0.00	0.00	0.0%
School Community Violence Prevention Grant	7391	8590		0.00	0.00		0.00	0.00	0.0%
Quality Education Investment Act	7400	8590		0.00	0.00		0.00	0.00	0.0%
Common Core State Standards Implementation	7405	8590		24,400.00	24,400.00		24,400.00	24,400.00	0.0%
All Other State Revenue	All Other	8590	0.00	35,269.00	35,269.00	0.00	23,138.00	23,138.00	-34.4%
TOTAL, OTHER STATE REVENUE			16,816.00	291,557.00	308,373.00	16,944.00	263,798.00	280,742.00	-9.0%

Description	Resource Codes	Object Codes	2013-14 Estimated Actuals			2014-15 Budget			% Diff Column C & F
			Unrestricted (A)	Restricted (B)	Total Fund col. A + B (C)	Unrestricted (D)	Restricted (E)	Total Fund col. D + E (F)	
OTHER LOCAL REVENUE									
Other Local Revenue									
County and District Taxes									
Other Restricted Levies									
Secured Roll		8615	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Unsecured Roll		8616	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Prior Years' Taxes		8617	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Supplemental Taxes		8618	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Non-Ad Valorem Taxes									
Parcel Taxes		8621	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Other		8622	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Community Redevelopment Funds									
Not Subject to LCFF Deduction		8625	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Penalties and Interest from									
Delinquent Non-LCFF									
Taxes		8629	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Sales									
Sale of Equipment/Supplies		8631	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Sale of Publications		8632	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Food Service Sales		8634	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Sales		8639	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Leases and Rentals		8650	82,920.00	0.00	82,920.00	82,920.00	0.00	82,920.00	0.0%
Interest		8660	2,000.00	0.00	2,000.00	2,000.00	0.00	2,000.00	0.0%
Net Increase (Decrease) in the Fair Value of Investments		8662	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Fees and Contracts									
Adult Education Fees		8671	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Non-Resident Students		8672	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Transportation Fees From Individuals		8675	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Interagency Services		8677	17,634.00	20,129.00	37,763.00	0.00	0.00	0.00	-100.0%
Mitigation/Developer Fees		8681	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Fees and Contracts		8689	186,791.00	0.00	186,791.00	71,909.00	0.00	71,909.00	-61.5%
Other Local Revenue									
Plus: Misc Funds Non-LCFF (50%) Adjustment		8691	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Pass-Through Revenues From Local Sources		8697	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Local Revenue		8699	27,634.00	536,075.00	563,709.00	29,634.00	369,103.00	398,737.00	-29.3%
Tuition		8710	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Transfers In		8781-8783	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Transfers of Apportionments									
Special Education SELPA Transfers									
From Districts or Charter Schools	6500	8791		0.00	0.00		0.00	0.00	0.0%
From County Offices	6500	8792		200,086.00	200,086.00		192,492.00	192,492.00	-3.8%
From JPAs	6500	8793		0.00	0.00		0.00	0.00	0.0%
ROC/P Transfers									
From Districts or Charter Schools	6360	8791		0.00	0.00		0.00	0.00	0.0%
From County Offices	6360	8792		0.00	0.00		0.00	0.00	0.0%
From JPAs	6360	8793		0.00	0.00		0.00	0.00	0.0%
Other Transfers of Apportionments									
From Districts or Charter Schools	All Other	8791	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
From County Offices	All Other	8792	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
From JPAs	All Other	8793	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Transfers In from All Others		8799	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, OTHER LOCAL REVENUE			316,979.00	756,290.00	1,073,269.00	186,463.00	561,595.00	748,058.00	-30.3%
TOTAL, REVENUES			4,389,676.00	1,372,623.00	5,762,299.00	4,300,321.00	1,176,106.00	5,476,427.00	-5.0%

Description	Resource Codes	Object Codes	2013-14 Estimated Actuals			2014-15 Budget			% Diff Column C & F
			Unrestricted (A)	Restricted (B)	Total Fund col. A + B (C)	Unrestricted (D)	Restricted (E)	Total Fund col. D + E (F)	
CERTIFICATED SALARIES									
Certificated Teachers' Salaries		1100	903,467.00	218,607.00	1,122,074.00	887,886.00	227,567.00	1,115,453.00	-0.6%
Certificated Pupil Support Salaries		1200	0.00	150,814.00	150,814.00	0.00	191,840.00	191,840.00	27.2%
Certificated Supervisors' and Administrators' Salaries		1300	316,410.00	123,031.00	439,441.00	292,900.00	35,000.00	327,900.00	-25.4%
Other Certificated Salaries		1900	35,001.00	72,000.00	107,001.00	19,000.00	24,000.00	43,000.00	-59.8%
TOTAL, CERTIFICATED SALARIES			1,254,878.00	564,452.00	1,819,330.00	1,199,786.00	478,407.00	1,678,193.00	-7.8%
CLASSIFIED SALARIES									
Classified Instructional Salaries		2100	49,004.00	177,658.00	226,662.00	49,797.00	203,143.00	252,940.00	11.6%
Classified Support Salaries		2200	136,453.00	61,430.00	197,883.00	131,397.00	58,416.00	189,813.00	-4.1%
Classified Supervisors' and Administrators' Salaries		2300	118,000.00	85,799.00	203,799.00	123,900.00	77,822.00	201,722.00	-1.0%
Clerical, Technical and Office Salaries		2400	118,645.00	0.00	118,645.00	123,021.00	0.00	123,021.00	3.7%
Other Classified Salaries		2900	45,980.00	2,795.00	48,775.00	44,069.00	0.00	44,069.00	-9.6%
TOTAL, CLASSIFIED SALARIES			468,082.00	327,682.00	795,764.00	472,184.00	339,381.00	811,565.00	2.0%
EMPLOYEE BENEFITS									
STRS		3101-3102	103,527.00	44,568.00	148,095.00	108,233.00	46,020.00	154,253.00	4.2%
PERS		3201-3202	55,326.00	37,521.00	92,847.00	56,052.00	40,421.00	96,473.00	3.9%
OASDI/Medicare/Alternative		3301-3302	54,917.00	32,946.00	87,863.00	52,521.00	33,294.00	85,815.00	-2.3%
Health and Welfare Benefits		3401-3402	233,899.00	107,531.00	341,230.00	168,958.00	117,212.00	286,170.00	-16.1%
Unemployment Insurance		3501-3502	870.00	433.00	1,303.00	810.00	414.00	1,224.00	-6.1%
Workers' Compensation		3601-3602	40,384.00	20,124.00	60,508.00	39,789.00	20,388.00	60,177.00	-0.5%
OPEB, Allocated		3701-3702	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
OPEB, Active Employees		3751-3752	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Other Employee Benefits		3901-3902	22,963.00	4,200.00	27,163.00	25,835.00	2,100.00	27,935.00	2.8%
TOTAL, EMPLOYEE BENEFITS			511,686.00	247,323.00	759,009.00	452,198.00	259,849.00	712,047.00	-6.2%
BOOKS AND SUPPLIES									
Approved Textbooks and Core Curricula Materials		4100	10,000.00	3,852.00	13,852.00	20,000.00	3,238.00	23,238.00	67.8%
Books and Other Reference Materials		4200	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Materials and Supplies		4300	81,647.00	162,073.00	243,720.00	42,263.00	68,917.00	111,180.00	-54.4%
Noncapitalized Equipment		4400	54,608.00	2,896.00	57,504.00	10,608.00	15,000.00	25,608.00	-55.5%
Food		4700	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, BOOKS AND SUPPLIES			146,255.00	168,821.00	315,076.00	72,871.00	87,155.00	160,026.00	-49.2%
SERVICES AND OTHER OPERATING EXPENDITURES									
Subagreements for Services		5100	0.00	21,103.00	21,103.00	0.00	15,000.00	15,000.00	-28.9%
Travel and Conferences		5200	13,187.00	38,584.00	51,771.00	14,630.00	43,675.00	58,305.00	12.6%
Dues and Memberships		5300	11,010.00	12,417.00	23,427.00	10,510.00	20,000.00	30,510.00	30.2%
Insurance	5400 - 5450		42,902.00	0.00	42,902.00	42,959.00	0.00	42,959.00	0.1%
Operations and Housekeeping Services		5500	122,000.00	0.00	122,000.00	129,500.00	0.00	129,500.00	6.1%
Rentals, Leases, Repairs, and Noncapitalized Improvements		5600	45,781.00	105,221.00	151,002.00	18,651.00	97,284.00	115,935.00	-23.2%
Transfers of Direct Costs		5710	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Transfers of Direct Costs - Interfund		5750	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Professional/Consulting Services and Operating Expenditures		5800	267,267.00	852,038.00	1,119,305.00	199,429.00	731,982.00	931,411.00	-16.8%
Communications		5900	44,535.00	0.00	44,535.00	44,833.00	0.00	44,833.00	0.7%
TOTAL, SERVICES AND OTHER OPERATING EXPENDITURES			546,682.00	1,029,363.00	1,576,045.00	460,512.00	907,941.00	1,368,453.00	-13.2%

Description	Resource Codes	Object Codes	2013-14 Estimated Actuals			2014-15 Budget			% Diff Column C & F
			Unrestricted (A)	Restricted (B)	Total Fund col. A + B (C)	Unrestricted (D)	Restricted (E)	Total Fund col. D + E (F)	
CAPITAL OUTLAY									
Land		6100	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Land Improvements		6170	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Buildings and Improvements of Buildings		6200	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Books and Media for New School Libraries or Major Expansion of School Libraries		6300	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Equipment		6400	0.00	0.00	0.00	0.00	30,000.00	30,000.00	New
Equipment Replacement		6500	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, CAPITAL OUTLAY			0.00	0.00	0.00	0.00	30,000.00	30,000.00	New
OTHER OUTGO (excluding Transfers of Indirect Costs)									
Tuition									
Tuition for Instruction Under Interdistrict Attendance Agreements		7110	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
State Special Schools		7130	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Tuition, Excess Costs, and/or Deficit Payments									
Payments to Districts or Charter Schools		7141	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Payments to County Offices		7142	0.00	110,002.00	110,002.00	28,807.00	107,667.00	136,474.00	24.1%
Payments to JPAs		7143	0.00	30,276.00	30,276.00	0.00	59,024.00	59,024.00	95.0%
Transfers of Pass-Through Revenues									
To Districts or Charter Schools		7211	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
To County Offices		7212	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
To JPAs		7213	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Special Education SELPA Transfers of Apportionments									
To Districts or Charter Schools	6500	7221		0.00	0.00		0.00	0.00	0.0%
To County Offices	6500	7222		0.00	0.00		0.00	0.00	0.0%
To JPAs	6500	7223		0.00	0.00		0.00	0.00	0.0%
ROC/P Transfers of Apportionments									
To Districts or Charter Schools	6360	7221		0.00	0.00		0.00	0.00	0.0%
To County Offices	6360	7222		0.00	0.00		0.00	0.00	0.0%
To JPAs	6360	7223		0.00	0.00		0.00	0.00	0.0%
Other Transfers of Apportionments	All Other	7221-7223	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Transfers		7281-7283	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Transfers Out to All Others		7299	450,000.00	0.00	450,000.00	334,614.00	0.00	334,614.00	-25.6%
Debt Service									
Debt Service - Interest		7438	2,884.00	0.00	2,884.00	2,884.00	0.00	2,884.00	0.0%
Other Debt Service - Principal		7439	16,516.00	0.00	16,516.00	16,516.00	0.00	16,516.00	0.0%
TOTAL, OTHER OUTGO (excluding Transfers of Indirect Costs)			469,400.00	140,278.00	609,678.00	382,821.00	166,691.00	549,512.00	-9.9%
OTHER OUTGO - TRANSFERS OF INDIRECT COSTS									
Transfers of Indirect Costs		7310	(21,492.00)	21,492.00	0.00	(26,599.00)	26,599.00	0.00	0.0%
Transfers of Indirect Costs - Interfund		7350	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, OTHER OUTGO - TRANSFERS OF INDIRECT COSTS			(21,492.00)	21,492.00	0.00	(26,599.00)	26,599.00	0.00	0.0%
TOTAL, EXPENDITURES			3,375,491.00	2,499,411.00	5,874,902.00	3,013,773.00	2,296,023.00	5,309,796.00	-9.6%

			2013-14 Estimated Actuals			2014-15 Budget			
Description	Resource Codes	Object Codes	Unrestricted (A)	Restricted (B)	Total Fund col. A + B (C)	Unrestricted (D)	Restricted (E)	Total Fund col. D + E (F)	% Diff Column C & F
INTERFUND TRANSFERS									
INTERFUND TRANSFERS IN									
From: Special Reserve Fund		8912	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
From: Bond Interest and Redemption Fund		8914	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Other Authorized Interfund Transfers In		8919	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
(a) TOTAL, INTERFUND TRANSFERS IN			0.00	0.00	0.00	0.00	0.00	0.00	0.0%
INTERFUND TRANSFERS OUT									
To: Child Development Fund		7611	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
To: Special Reserve Fund		7612	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
To: State School Building Fund/ County School Facilities Fund		7613	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
To: Cafeteria Fund		7616	70,992.00	0.00	70,992.00	59,435.00	0.00	59,435.00	-16.3%
Other Authorized Interfund Transfers Out		7619	240,767.00	0.00	240,767.00	303,220.00	0.00	303,220.00	25.9%
(b) TOTAL, INTERFUND TRANSFERS OUT			311,759.00	0.00	311,759.00	362,655.00	0.00	362,655.00	16.3%
OTHER SOURCES/USES									
SOURCES									
State Apportionments Emergency Apportionments		8931	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Proceeds									
Proceeds from Sale/Lease- Purchase of Land/Buildings		8953	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Other Sources									
Transfers from Funds of Lapsed/Reorganized LEAs		8965	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Long-Term Debt Proceeds									
Proceeds from Certificates of Participation		8971	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Proceeds from Capital Leases		8972	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Proceeds from Lease Revenue Bonds		8973	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Financing Sources		8979	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
(c) TOTAL, SOURCES			0.00	0.00	0.00	0.00	0.00	0.00	0.0%
USES									
Transfers of Funds from Lapsed/Reorganized LEAs		7651	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Financing Uses		7699	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
(d) TOTAL, USES			0.00	0.00	0.00	0.00	0.00	0.00	0.0%
CONTRIBUTIONS									
Contributions from Unrestricted Revenues		8980	(957,292.00)	957,292.00	0.00	(1,119,917.00)	1,119,917.00	0.00	0.0%
Contributions from Restricted Revenues		8990	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
(e) TOTAL, CONTRIBUTIONS			(957,292.00)	957,292.00	0.00	(1,119,917.00)	1,119,917.00	0.00	0.0%
TOTAL, OTHER FINANCING SOURCES/USES (a - b + c - d + e)									
			(1,269,051.00)	957,292.00	(311,759.00)	(1,482,572.00)	1,119,917.00	(362,655.00)	16.3%

Description	Object Codes	2014-15 Budget (Form 01) (A)	% Change (Cols. C-A/A) (B)	2015-16 Projection (C)	% Change (Cols. E-C/C) (D)	2016-17 Projection (E)
(Enter projections for subsequent years 1 and 2 in Columns C and E; current year - Column A - is extracted)						
A. REVENUES AND OTHER FINANCING SOURCES						
1. LCFF/Revenue Limit Sources	8010-8099	4,082,727.00	-5.56%	3,855,581.00	-5.75%	3,633,893.00
2. Federal Revenues	8100-8299	14,187.00	0.00%	14,187.00	-0.01%	14,186.00
3. Other State Revenues	8300-8599	16,944.00	-8.92%	15,433.00	-8.92%	14,056.00
4. Other Local Revenues	8600-8799	186,463.00	4.97%	195,728.00	4.58%	204,692.00
5. Other Financing Sources						
a. Transfers In	8900-8929	0.00	0.00%		0.00%	
b. Other Sources	8930-8979	0.00	0.00%		0.00%	
c. Contributions	8980-8999	(1,119,917.00)	5.00%	(1,175,913.00)	5.00%	(1,234,708.00)
6. Total (Sum lines A1 thru A5c)		3,180,404.00	-8.66%	2,905,016.00	-9.39%	2,632,119.00
B. EXPENDITURES AND OTHER FINANCING USES						
1. Certificated Salaries						
a. Base Salaries				1,199,786.00		1,224,781.00
b. Step & Column Adjustment				29,995.00		30,620.00
c. Cost-of-Living Adjustment						
d. Other Adjustments				(5,000.00)		(140,165.00)
e. Total Certificated Salaries (Sum lines B1a thru B1d)	1000-1999	1,199,786.00	2.08%	1,224,781.00	-8.94%	1,115,236.00
2. Classified Salaries						
a. Base Salaries				472,184.00		420,167.00
b. Step & Column Adjustment				11,805.00		10,504.00
c. Cost-of-Living Adjustment						
d. Other Adjustments				(63,822.00)		
e. Total Classified Salaries (Sum lines B2a thru B2d)	2000-2999	472,184.00	-11.02%	420,167.00	2.50%	430,671.00
3. Employee Benefits	3000-3999	452,198.00	-1.04%	447,480.00	-1.34%	441,500.00
4. Books and Supplies	4000-4999	72,871.00	-36.53%	46,252.00	0.00%	46,252.00
5. Services and Other Operating Expenditures	5000-5999	460,512.00	-8.69%	420,512.00	-7.13%	390,512.00
6. Capital Outlay	6000-6999	0.00	0.00%		0.00%	
7. Other Outgo (excluding Transfers of Indirect Costs)	7100-7299, 7400-7499	382,821.00	-36.16%	244,403.00	-57.28%	104,403.00
8. Other Outgo - Transfers of Indirect Costs	7300-7399	(26,599.00)	0.00%	(26,599.00)	0.00%	(26,599.00)
9. Other Financing Uses						
a. Transfers Out	7600-7629	362,655.00	0.00%	362,655.00	0.00%	362,655.00
b. Other Uses	7630-7699	0.00	0.00%		0.00%	
10. Other Adjustments (Explain in Section F below)						
11. Total (Sum lines B1 thru B10)		3,376,428.00	-7.01%	3,139,651.00	-8.76%	2,864,630.00
C. NET INCREASE (DECREASE) IN FUND BALANCE						
(Line A6 minus line B11)		(196,024.00)		(234,635.00)		(232,511.00)
D. FUND BALANCE						
1. Net Beginning Fund Balance (Form 01, line F1e)		1,158,989.48		962,965.48		728,330.48
2. Ending Fund Balance (Sum lines C and D1)		962,965.48		728,330.48		495,819.48
3. Components of Ending Fund Balance						
a. Nonspendable	9710-9719	0.00				
b. Restricted	9740					
c. Committed						
1. Stabilization Arrangements	9750	0.00				
2. Other Commitments	9760	0.00				
d. Assigned	9780	0.00				
e. Unassigned/Unappropriated						
1. Reserve for Economic Uncertainties	9789	0.00				
2. Unassigned/Unappropriated	9790	962,965.48		728,330.48		495,819.48
f. Total Components of Ending Fund Balance						
(Line D3f must agree with line D2)		962,965.48		728,330.48		495,819.48

Description	Object Codes	2014-15 Budget (Form 01) (A)	% Change (Cols. C-A/A) (B)	2015-16 Projection (C)	% Change (Cols. E-C/C) (D)	2016-17 Projection (E)
E. AVAILABLE RESERVES						
1. General Fund						
a. Stabilization Arrangements	9750	0.00		0.00		0.00
b. Reserve for Economic Uncertainties	9789	0.00		0.00		0.00
c. Unassigned/Unappropriated	9790	962,965.48		728,330.48		495,819.48
(Enter reserve projections for subsequent years 1 and 2 in Columns C and E; current year - Column A - is extracted.)						
2. Special Reserve Fund - Noncapital Outlay (Fund 17)						
a. Stabilization Arrangements	9750					
b. Reserve for Economic Uncertainties	9789					
c. Unassigned/Unappropriated	9790	0.00				
3. Total Available Reserves (Sum lines E1a thru E2c)		962,965.48		728,330.48		495,819.48
F. ASSUMPTIONS						
Please provide below or on a separate attachment, the assumptions used to determine the projections for the first and second subsequent fiscal years. Further, please include an explanation for any significant expenditure adjustments projected in lines B1d, B2d, and B10. For additional information, please refer to the Budget Assumptions section of the SACS Financial Reporting Software User Guide.						
Explanation required for expenditure adjustments projected on lines B1d, B2d, and B10.						

Description	Object Codes	2014-15 Budget (Form 01) (A)	% Change (Cols. C-A/A) (B)	2015-16 Projection (C)	% Change (Cols. E-C/C) (D)	2016-17 Projection (E)
(Enter projections for subsequent years 1 and 2 in Columns C and E; current year - Column A - is extracted)						
A. REVENUES AND OTHER FINANCING SOURCES						
1. LCFF/Revenue Limit Sources	8010-8099	20,422.00	0.00%	20,422.00	0.00%	20,422.00
2. Federal Revenues	8100-8299	330,291.00	-5.00%	313,776.00	-5.00%	298,088.00
3. Other State Revenues	8300-8599	263,798.00	-42.58%	151,479.00	-8.92%	137,967.00
4. Other Local Revenues	8600-8799	561,595.00	-65.01%	196,492.00	0.00%	196,492.00
5. Other Financing Sources						
a. Transfers In	8900-8929	0.00	0.00%		0.00%	
b. Other Sources	8930-8979	0.00	0.00%		0.00%	
c. Contributions	8980-8999	1,119,917.00	5.00%	1,175,913.00	5.00%	1,234,708.00
6. Total (Sum lines A1 thru A5c)		2,296,023.00	-19.07%	1,858,082.00	1.59%	1,887,677.00
B. EXPENDITURES AND OTHER FINANCING USES						
1. Certificated Salaries						
a. Base Salaries				478,407.00		324,947.00
b. Step & Column Adjustment				9,568.00		6,499.00
c. Cost-of-Living Adjustment						
d. Other Adjustments				(163,028.00)		
e. Total Certificated Salaries (Sum lines B1a thru B1d)	1000-1999	478,407.00	-32.08%	324,947.00	2.00%	331,446.00
2. Classified Salaries						
a. Base Salaries				339,381.00		346,169.00
b. Step & Column Adjustment				6,788.00		6,923.00
c. Cost-of-Living Adjustment						
d. Other Adjustments						
e. Total Classified Salaries (Sum lines B2a thru B2d)	2000-2999	339,381.00	2.00%	346,169.00	2.00%	353,092.00
3. Employee Benefits	3000-3999	259,849.00	1.26%	263,122.96	7.00%	281,540.00
4. Books and Supplies	4000-4999	87,155.00	-30.86%	60,256.00	-37.26%	37,804.00
5. Services and Other Operating Expenditures	5000-5999	907,941.00	-26.17%	670,300.00	3.01%	690,505.00
6. Capital Outlay	6000-6999	30,000.00	-100.00%		0.00%	0.00
7. Other Outgo (excluding Transfers of Indirect Costs)	7100-7299, 7400-7499	166,691.00	0.00%	166,691.00	0.00%	166,691.00
8. Other Outgo - Transfers of Indirect Costs	7300-7399	26,599.00	0.00%	26,599.00	0.00%	26,599.00
9. Other Financing Uses						
a. Transfers Out	7600-7629	0.00	0.00%		0.00%	
b. Other Uses	7630-7699	0.00	0.00%		0.00%	
10. Other Adjustments (Explain in Section F below)						
11. Total (Sum lines B1 thru B10)		2,296,023.00	-19.07%	1,858,084.96	1.59%	1,887,677.00
C. NET INCREASE (DECREASE) IN FUND BALANCE						
(Line A6 minus line B11)		0.00		(2.96)		0.00
D. FUND BALANCE						
1. Net Beginning Fund Balance (Form 01, line F1e)		2.96		2.96		0.00
2. Ending Fund Balance (Sum lines C and D1)		2.96		0.00		0.00
3. Components of Ending Fund Balance						
a. Nonspendable	9710-9719	0.00				
b. Restricted	9740	2.96				
c. Committed						
1. Stabilization Arrangements	9750					
2. Other Commitments	9760					
d. Assigned	9780					
e. Unassigned/Unappropriated						
1. Reserve for Economic Uncertainties	9789					
2. Unassigned/Unappropriated	9790	0.00		0.00		0.00
f. Total Components of Ending Fund Balance						
(Line D3f must agree with line D2)		2.96		0.00		0.00

Description	Object Codes	2014-15 Budget (Form 01) (A)	% Change (Cols. C-A/A) (B)	2015-16 Projection (C)	% Change (Cols. E-C/C) (D)	2016-17 Projection (E)
E. AVAILABLE RESERVES						
1. General Fund						
a. Stabilization Arrangements	9750					
b. Reserve for Economic Uncertainties	9789					
c. Unassigned/Unappropriated	9790					
(Enter reserve projections for subsequent years 1 and 2 in Columns C and E; current year - Column A - is extracted.)						
2. Special Reserve Fund - Noncapital Outlay (Fund 17)						
a. Stabilization Arrangements	9750					
b. Reserve for Economic Uncertainties	9789					
c. Unassigned/Unappropriated	9790					
3. Total Available Reserves (Sum lines E1a thru E2c)						
F. ASSUMPTIONS						
Please provide below or on a separate attachment, the assumptions used to determine the projections for the first and second subsequent fiscal years. Further, please include an explanation for any significant expenditure adjustments projected in lines B1d, B2d, and B10. For additional information, please refer to the Budget Assumptions section of the SACS Financial Reporting Software User Guide.						
Explanation required for expenditure adjustments projected on lines B1d, B2d, and B10.						

Description	Object Codes	2014-15 Budget (Form 01) (A)	% Change (Cols. C-A/A) (B)	2015-16 Projection (C)	% Change (Cols. E-C/C) (D)	2016-17 Projection (E)
(Enter projections for subsequent years 1 and 2 in Columns C and E; current year - Column A - is extracted)						
A. REVENUES AND OTHER FINANCING SOURCES						
1. LCFF/Revenue Limit Sources	8010-8099	4,103,149.00	-5.54%	3,876,003.00	-5.72%	3,654,315.00
2. Federal Revenues	8100-8299	344,478.00	-4.79%	327,963.00	-4.78%	312,274.00
3. Other State Revenues	8300-8599	280,742.00	-40.55%	166,912.00	-8.92%	152,023.00
4. Other Local Revenues	8600-8799	748,058.00	-47.57%	392,220.00	2.29%	401,184.00
5. Other Financing Sources						
a. Transfers In	8900-8929	0.00	0.00%	0.00	0.00%	0.00
b. Other Sources	8930-8979	0.00	0.00%	0.00	0.00%	0.00
c. Contributions	8980-8999	0.00	0.00%	0.00	0.00%	0.00
6. Total (Sum lines A1 thru A5c)		5,476,427.00	-13.03%	4,763,098.00	-5.11%	4,519,796.00
B. EXPENDITURES AND OTHER FINANCING USES						
1. Certificated Salaries						
a. Base Salaries				1,678,193.00		1,549,728.00
b. Step & Column Adjustment				39,563.00		37,119.00
c. Cost-of-Living Adjustment				0.00		0.00
d. Other Adjustments				(168,028.00)		(140,165.00)
e. Total Certificated Salaries (Sum lines B1a thru B1d)	1000-1999	1,678,193.00	-7.65%	1,549,728.00	-6.65%	1,446,682.00
2. Classified Salaries						
a. Base Salaries				811,565.00		766,336.00
b. Step & Column Adjustment				18,593.00		17,427.00
c. Cost-of-Living Adjustment				0.00		0.00
d. Other Adjustments				(63,822.00)		0.00
e. Total Classified Salaries (Sum lines B2a thru B2d)	2000-2999	811,565.00	-5.57%	766,336.00	2.27%	783,763.00
3. Employee Benefits	3000-3999	712,047.00	-0.20%	710,602.96	1.75%	723,040.00
4. Books and Supplies	4000-4999	160,026.00	-33.44%	106,508.00	-21.08%	84,056.00
5. Services and Other Operating Expenditures	5000-5999	1,368,453.00	-20.29%	1,090,812.00	-0.90%	1,081,017.00
6. Capital Outlay	6000-6999	30,000.00	-100.00%	0.00	0.00%	0.00
7. Other Outgo (excluding Transfers of Indirect Costs)	7100-7299, 7400-7499	549,512.00	-25.19%	411,094.00	-34.06%	271,094.00
8. Other Outgo - Transfers of Indirect Costs	7300-7399	0.00	0.00%	0.00	0.00%	0.00
9. Other Financing Uses						
a. Transfers Out	7600-7629	362,655.00	0.00%	362,655.00	0.00%	362,655.00
b. Other Uses	7630-7699	0.00	0.00%	0.00	0.00%	0.00
10. Other Adjustments				0.00		0.00
11. Total (Sum lines B1 thru B10)		5,672,451.00	-11.89%	4,997,735.96	-4.91%	4,752,307.00
C. NET INCREASE (DECREASE) IN FUND BALANCE						
(Line A6 minus line B11)		(196,024.00)		(234,637.96)		(232,511.00)
D. FUND BALANCE						
1. Net Beginning Fund Balance (Form 01, line F1e)		1,158,992.44		962,968.44		728,330.48
2. Ending Fund Balance (Sum lines C and D1)		962,968.44		728,330.48		495,819.48
3. Components of Ending Fund Balance						
a. Nonspendable	9710-9719	0.00		0.00		0.00
b. Restricted	9740	2.96		0.00		0.00
c. Committed						
1. Stabilization Arrangements	9750	0.00		0.00		0.00
2. Other Commitments	9760	0.00		0.00		0.00
d. Assigned	9780	0.00		0.00		0.00
e. Unassigned/Unappropriated						
1. Reserve for Economic Uncertainties	9789	0.00		0.00		0.00
2. Unassigned/Unappropriated	9790	962,965.48		728,330.48		495,819.48
f. Total Components of Ending Fund Balance		962,968.44		728,330.48		495,819.48
(Line D3f must agree with line D2)		962,968.44		728,330.48		495,819.48

Description	Object Codes	2014-15 Budget (Form 01) (A)	% Change (Cols. C-A/A) (B)	2015-16 Projection (C)	% Change (Cols. E-C/C) (D)	2016-17 Projection (E)
E. AVAILABLE RESERVES						
1. General Fund						
a. Stabilization Arrangements	9750	0.00		0.00		0.00
b. Reserve for Economic Uncertainties	9789	0.00		0.00		0.00
c. Unassigned/Unappropriated	9790	962,965.48		728,330.48		495,819.48
d. Negative Restricted Ending Balances (Negative resources 2000-9999)	979Z			0.00		0.00
2. Special Reserve Fund - Noncapital Outlay (Fund 17)						
a. Stabilization Arrangements	9750	0.00		0.00		0.00
b. Reserve for Economic Uncertainties	9789	0.00		0.00		0.00
c. Unassigned/Unappropriated	9790	0.00		0.00		0.00
3. Total Available Reserves - by Amount (Sum lines E1a thru E2c)		962,965.48		728,330.48		495,819.48
4. Total Available Reserves - by Percent (Line E3 divided by Line F3c)		16.98%		14.57%		10.43%
F. RECOMMENDED RESERVES						
1. Special Education Pass-through Exclusions						
For districts that serve as the administrative unit (AU) of a special education local plan area (SELPA):						
a. Do you choose to exclude from the reserve calculation the pass-through funds distributed to SELPA members?	No					
b. If you are the SELPA AU and are excluding special education pass-through funds: 1. Enter the name(s) of the SELPA(s):						
2. Special education pass-through funds (Column A: Fund 10, resources 3300-3499 and 6500-6540, objects 7211-7213 and 7221-7223; enter projections for subsequent years 1 and 2 in Columns C and E)						
		0.00		0.00		0.00
2. District ADA						
Used to determine the reserve standard percentage level on line F3d (Col. A: Form A, Estimated P-2 ADA column, lines A4, C1, and C2e; enter projections)						
		134.19		134.19		134.19
3. Calculating the Reserves						
a. Expenditures and Other Financing Uses (Line B11)		5,672,451.00		4,997,735.96		4,752,307.00
b. Plus: Special Education Pass-through Funds (Line F1b2, if Line F1a is No)		0.00		0.00		0.00
c. Total Expenditures and Other Financing Uses (Line F3a plus line F3b)		5,672,451.00		4,997,735.96		4,752,307.00
d. Reserve Standard Percentage Level (Refer to Form 01CS, Criterion 10 for calculation details)		5%		5%		5%
e. Reserve Standard - By Percent (Line F3c times F3d)		283,622.55		249,886.80		237,615.35
f. Reserve Standard - By Amount (Refer to Form 01CS, Criterion 10 for calculation details)		64,000.00		64,000.00		64,000.00
g. Reserve Standard (Greater of Line F3e or F3f)		283,622.55		249,886.80		237,615.35
h. Available Reserves (Line E3) Meet Reserve Standard (Line F3g)		YES		YES		YES

Sausalito Marin City School District

Agenda Item: *9.03

Date: June 10, 2014

<input type="checkbox"/> Correspondence	<input checked="" type="checkbox"/> Consent Agenda
<input type="checkbox"/> Reports	
<input type="checkbox"/> General Functions	
<input type="checkbox"/> Pupil Services	
<input type="checkbox"/> Personnel Services	
<input checked="" type="checkbox"/> Financial & Business Procedures	
<input type="checkbox"/> Curriculum and Instruction	
<input type="checkbox"/> Policy Development	

Item Requires Board Action: _____ **Item is for Information Only:** _____

Item: Resolution 701 - Authorization to Sign on behalf of the Governing Board - Superintendent

Background:

Pursuant to the provisions of Education Code Section 42630 to 42633 (School Districts) and 85230 to 85233 (Community College Districts) and other legal provisions, the members of the governing board must authorize officers and/or employees to sign orders and other documents on behalf of the governing board for fiscal year 2014-2015.

A Resolution of Authorization to Sign on Behalf of the Governing Board must be completed and submitted to Marin County Office of Education by June 30, 2014.

Fiscal Impact:

None

Recommendation:

Approve

Prepared for: Steve Van Zant

Prepared by: P. Rigney

RESOLUTION 701
of the Governing Board of the

Sausalito Marin City School/College District
County of Marin, State of California

AUTHORIZATION TO SIGN ON BEHALF OF THE GOVERNING BOARD

Sausalito, California

6-10-14

City

Date

Pursuant to the provisions of Education Code Section 42630 to 42633 (School Districts) and 85230 to 85233 (Community College Districts) and other legal provisions, the members of the governing board of the above-named school/college district hereby authorize the officer or employee whose name and signature appear below to sign orders and other documents on behalf of the governing board of said school/college district during the period 7-1-14 to 6-30-15 (not to exceed one fiscal year), subject to further board action limiting or extending this authority and notification to the County Superintendent and the County Auditor of such action.

Steve Van Zant IS AUTHORIZED TO SIGN THE FOLLOWING ON BEHALF OF THE BOARD:
Name (Typed)

Superintendent
Title

Signature

Please Indicate
"Yes" or "No"

Cash Receipt / Disbursement Authorization

Endorsement Checks	<u>X</u>	_____
Journal Vouchers Requests	<u>X</u>	_____
Loan Request –Tax Anticipation Note (TAN)	<u>X</u>	_____
Payroll Order Certification	<u>X</u>	_____
Request for Hand Warrant	<u>X</u>	_____
Vendor Payment Certification	<u>X</u>	_____
Deposit Transmittal.	<u>X</u>	_____

Attendance Reporting

Attendance Certifications	<u>X</u>	_____
Request for Inter-district Attendance Permit	<u>X</u>	_____

State and Federal Reporting

Audit Findings-Certification of Corrective Action.....		_____
Certification of IDEA Funds.	<u>X</u>	_____
Independent Auditor Selection Form	<u>X</u>	_____
Salary and Benefit Schedule (J90)	<u>X</u>	_____

Other (Please Specify).	<u>X</u>	_____
------------------------------	----------	-------

Signed by a majority of trustees (Original signatures required on all copies):

_____	_____	_____
_____	_____	_____
_____	_____	_____

Sausalito Marin City School District

Agenda Item: *9.04

Date: June 10, 2014

<input type="checkbox"/> Correspondence	<input checked="" type="checkbox"/> Consent Agenda
<input type="checkbox"/> Reports	
<input type="checkbox"/> General Functions	
<input type="checkbox"/> Pupil Services	
<input type="checkbox"/> Personnel Services	
<input checked="" type="checkbox"/> Financial & Business Procedures	
<input type="checkbox"/> Curriculum and Instruction	
<input type="checkbox"/> Policy Development	

Item Requires Board Action: ☒ **Item is for Information Only:** ☐

Item: Resolution 702 - Authorization to Sign on behalf of the Governing Board – Chief Business Official

Background:

Pursuant to the provisions of Education Code Section 42630 to 42633 (School Districts) and 85230 to 85233 (Community College Districts) and other legal provisions, the members of the governing board must authorize officers and/or employees to sign orders and other documents on behalf of the governing board for fiscal year 2014-2015.

A Resolution of Authorization to Sign on Behalf of the Governing Board must be completed and submitted to Marin County Office of Education by June 30, 2014.

Fiscal Impact:

None

Recommendation:

Approve

Prepared for: Steve Van Zant

Prepared by: P. Rigney

RESOLUTION 702
of the Governing Board of the

Sausalito Marin City School/College District
County of Marin, State of California

AUTHORIZATION TO SIGN ON BEHALF OF THE GOVERNING BOARD

Sausalito, California

6-10-14

City

Date

Pursuant to the provisions of Education Code Section 42630 to 42633 (School Districts) and 85230 to 85233 (Community College Districts) and other legal provisions, the members of the governing board of the above-named school/college district hereby authorize the officer or employee whose name and signature appear below to sign orders and other documents on behalf of the governing board of said school/college district during the period 7-1-14 to 6-30-15 (not to exceed one fiscal year), subject to further board action limiting or extending this authority and notification to the County Superintendent and the County Auditor of such action.

Paula Rigney IS AUTHORIZED TO SIGN THE FOLLOWING ON BEHALF OF THE BOARD:
Name (Typed)

CBO

Title

Signature

Please Indicate
"Yes" or "No"

Cash Receipt / Disbursement Authorization

Endorsement Checks	<u>X</u>	
Journal Vouchers Requests	<u>X</u>	
Loan Request –Tax Anticipation Note (TAN)	<u>X</u>	
Payroll Order Certification	<u>X</u>	
Request for Hand Warrant	<u>X</u>	
Vendor Payment Certification	<u>X</u>	
Deposit Transmittal.	<u>X</u>	

Attendance Reporting

Attendance Certifications	<u>X</u>	
Request for Inter-district Attendance Permit	<u>X</u>	

State and Federal Reporting

Audit Findings-Certification of Corrective Action.. ..		
Certification of IDEA Funds.	<u>X</u>	
Independent Auditor Selection Form	<u>X</u>	
Salary and Benefit Schedule (J90)	<u>X</u>	

Other (Please Specify).	<u>X</u>	
------------------------------	----------	--

Signed by a majority of trustees (Original signatures required on all copies):

_____	_____	_____
_____	_____	_____
_____	_____	_____

Sausalito Marin City School District

Payment of Warrants

6/10, 2014

Attached warrants include:

Batch 48 Fund 01 in the amount of \$68,642.93

Batch 48 Fund 13 in the amount of \$1,581.08

Batch 48 Fund 40 in the amount of \$83,403.50

Batch 48 Fund 78 in the amount of \$19,316.00

Batch 49 Fund 01 in the amount of \$21,336.44

Batch 49 Fund 13 in the amount of \$12,953.73

Batch 50 Fund 01 in the amount of \$61,973.62

Batch 50 Fund 13 in the amount of \$1,325.55

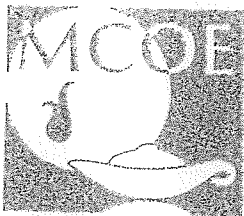
Batch 50 Fund 14 in the amount of \$2,227.50

Batch 51 Fund 01 in the amount of \$16,355.04

Batch 51 Fund 13 in the amount of \$1,449.27

Prepared by Vida Moattar

Sausalito Marin City School District Business Office



MARIN COUNTY OFFICE OF EDUCATION

1111 LAS GALLINAS AVENUE/P.O. BOX 4925
SAN RAFAEL, CA 94913-4925
marincoe@marin.k12.ca.us

MARY JANE BURKE
MARIN COUNTY
SUPERINTENDENT OF SCHOOLS

(415) 472-4110
FAX (415) 491-6625

VENDOR PAYMENT CERTIFICATION

Date 5/14/14

District Name SAUSALITO MARIN CITY

District No. 47

The Governing Board of the District named hereon hereby authorizes and directs payment of vendor payments in the total of \$ 172,943.51

<u>FUND NUMBER</u>	<u>BATCH NUMBER</u>	<u>AMOUNT</u>
<u>01</u>	<u>48</u>	<u>68,642.92</u>
<u>13</u>	<u>48</u>	<u>1,581.08</u>
<u>40</u>	<u>48</u>	<u>83,403.50</u>
<u>78</u>	<u>48</u>	<u>19,316.00</u>

Authorized Signature

Paula Brynny

DISTRICT: 47 SAUSALITO SCHOOL DISTRICT
BATCH: 0048 GENERAL FUND
FUND : 01 GENERAL FUND

WARRANT	VENDOR/ADDR	NAME (REMIT)	DEPOSIT TYPE	ABA NUM	ACCOUNT NUM	AMOUNT
REQ#	REFERENCE	LN	FD RESC Y OBJT SO GOAL FUNC LOC ACT GRP	DESCRIPTION		
20055674	070797/	ANDREW ANSTEAD				
		PV-140569	01-0000-0-5230.00-0000-2700-700-000-000	Mileage 4/14		59.36
			WARRANT TOTAL			\$59.36
20055675	002896/	ARMOR LOCKSMITH				
		PV-140553	01-8150-0-4300.00-0000-8100-735-000-000	44792, 44813		182.55
			WARRANT TOTAL			\$182.55
20055676	070358/	AT&T				
		PO-140003	1. 01-0000-0-5970.00-0000-7200-700-000-000	4/14		174.33
			WARRANT TOTAL			\$174.33
20055677	070711/	BRIGHT PATH THERAPISTS				
		PO-140106	1. 01-6500-0-5835.00-5770-1182-700-000-000	2254		1,957.50
			WARRANT TOTAL			\$1,957.50
20055678	001811/	STATE OF CALIFORNIA				
		PV-140555	01-0000-0-5821.00-0000-7200-725-000-000	4/14 Invoice 31468		32.00
			WARRANT TOTAL			\$32.00
20055679	002004/	SUSAN CASSIDY				
		PV-140568	01-3010-0-5240.00-1110-1010-700-000-000	NY Workshop Travel		1,935.65
			WARRANT TOTAL			\$1,935.65
20055680	070722/	CYPRESS SCHOOL				
		PO-140063	1. 01-6500-0-5833.00-5750-1185-700-000-000	43514, 42314		7,355.40
			WARRANT TOTAL			\$7,355.40
20055681	070594/	DANNIS WOLIVER KELLY				
		PO-140127	1. 01-0000-0-5829.00-0000-7100-000-000-000	170540, 170677		2,335.00
			WARRANT TOTAL			\$2,335.00
20055682	002345/	KONE INC.				
		PO-140012	1. 01-8150-0-5600.00-0000-8110-735-000-000	221458705		121.94
			WARRANT TOTAL			\$121.94
20055683	070624/	LARKSPUR CORTE MADERA SCHOOL				
		PO-140129	1. 01-4035-0-5840.00-0000-7705-700-000-000	45		13,210.00

DISTRICT: 47 SAUSALITO SCHOOL DISTRICT

BATCH: 0048 GENERAL FUND

FUND : 01 GENERAL FUND

WARRANT	INT	VENDOR/ADDR	NAME (REMIT)	DEPOSIT TYPE	ABA NUM	ACCOUNT NUM	AMOUNT
REQ#	REFERENCE	LN	FD RESC Y OBJT SO GOAL FUNC LOC ACT GRP	DESCRIPTION			
		2.	01-9479-0-5840.00-0000-7705-101-000-000	45		5,316.19	
	PO-140130	1.	01-6500-0-5840.00-5001-2110-700-000-000	44		21,070.41	
			WARRANT TOTAL			\$39,596.60	
20055684	070470/		MARIN RESOURCE RECOVERY CENTER				
	PO-140037	1.	01-0000-0-5550.00-0000-8200-000-000-000	4/14		456.00	
			WARRANT TOTAL			\$456.00	
20055685	070447/		MAXIM HEALTHCARE SERVICES				
	PV-140551		01-6500-0-5835.00-5770-1182-700-000-000	2400540084		1,577.56	
			WARRANT TOTAL			\$1,577.56	
20055686	001927/		MILL VALLEY SERVICES				
	PO-140165	1.	01-0000-0-4300.00-0000-7200-725-000-000	600135		175.77	
			WARRANT TOTAL			\$175.77	
20055687	000548/		MOLLIE STONE'S				
	PV-140560		01-0000-0-4300.00-0000-7110-725-000-000	102309		84.08	
			WARRANT TOTAL			\$84.08	
20055688	070843/		ALAN ROTHKOP				
	PV-140559		01-8150-0-4300.00-0000-8100-735-000-000	Maintenance Tools		280.37	
			WARRANT TOTAL			\$280.37	
20055689	070406/		SILYCO				
	PO-140021	1.	01-0000-0-5849.00-0000-2420-700-000-000	APRIL2014		3,600.00	
			WARRANT TOTAL			\$3,600.00	
20055690	001953/		SPECTRUM CENTER				
	PO-140062	1.	01-6500-0-5833.00-5750-1185-700-000-000	109282		6,798.82	
			WARRANT TOTAL			\$6,798.82	
20055691	002105/		STODGHILL GROUP				
	PV-140554		01-0000-0-5840.00-0000-7200-725-000-000	JFMAMJ 2014 V		1,750.00	
			WARRANT TOTAL			\$1,750.00	
20055692	070580/		TRAHAN MECHANICAL				
	PV-140552		01-8150-0-5600.00-0000-8110-735-000-000	15771		95.00	

DISTRICT: 47 SAUSALITO SCHOOL DISTRICT
BATCH: 0048 GENERAL FUND
FUND : 01GENERAL FUND

COMMERCIAL WARRANT REGISTER
FOR WARRANTS DATED 05/16/2014

WARRANT	INT	VENDOR/ADDR	NAME (REMIT)	DEPOSIT TYPE	ABA NUM	ACCOUNT NUM	AMOUNT								
REQ#	REFERENCE	LN	FD	RESC	Y	OBJT	SO	GOAL	FUNC	LOC	ACT	GRP	DESCRIPTION	AMOUNT	

WARRANT TOTAL														\$95.00	
20055693	070719/	KAYLA ZEISLER													
		PV-140570		01-0000-0-4300.00-1110-1010-101-000-000		End of Year Field Trip								75.00	
WARRANT TOTAL														\$75.00	
*** FUND	TOTALS ***	TOTAL NUMBER OF WARRANTS: 20												TOTAL AMOUNT OF WARRANTS:	\$68,642.93*

DISTRICT: 47 SAUSALITO SCHOOL DISTRICT
BATCH: 0048 GENERAL FUND
FUND : 13 CAFETERIA FUND

W	NT	VENDOR/ADDR REQ#	NAME (REMIT) REFERENCE LN	FD	RESC	Y	OBJT	SO	GOAL	FUNC	LOC	ACT	GRP	ABA NUM	ACCOUNT NUM DESCRIPTION	AMOUNT
20055694	070811/		BARON BAKING LLC													
			PV-140563	13	5310	0	5840	00	0000	3700	100	000	000		24-0130	17.85
				13	5310	0	5840	00	0000	3700	101	000	000		24-0130	17.85
															WARRANT TOTAL	\$35.70
20055695	070813/		HDP ENTERPRISES INC.													
			PV-140562	13	5310	0	5840	00	0000	3700	100	000	000		864786	117.33
				13	5310	0	5840	00	0000	3700	101	000	000		864786	117.33
															WARRANT TOTAL	\$234.66
20055696	070815/		MARIN CHEESE COMPANY													
			PV-140566	13	5310	0	5840	00	0000	3700	100	000	000		447803, 447804(CM)	115.23
				13	5310	0	5840	00	0000	3700	101	000	000		447803, 447804(CM)	115.23
															WARRANT TOTAL	\$230.46
20055697	070827/		MARIN SUN FARMS													
			PV-140564	13	5310	0	5840	00	0000	3700	100	000	000		11933	65.85
				13	5310	0	5840	00	0000	3700	101	000	000		11933	65.85
															WARRANT TOTAL	\$131.70
20055698	070816/		UNFI													
			PV-140561	13	5310	0	5840	00	0000	3700	100	000	000		17822359-60	316.78
				13	5310	0	5840	00	0000	3700	101	000	000		17822359-60	316.78
															WARRANT TOTAL	\$633.56
20055699	070799/		VERITABLE VEGETABLE INC.													
			PV-140565	13	5310	0	5840	00	0000	3700	100	000	000		904280, 905374	157.50
				13	5310	0	5840	00	0000	3700	101	000	000		904280, 905374	157.50
															WARRANT TOTAL	\$315.00
*** FUND	TOTALS ***														TOTAL NUMBER OF WARRANTS: 6	TOTAL AMOUNT OF WARRANTS: \$1,581.08*

DISTRICT: 47 SAUSALITO SCHOOL DISTRICT

BATCH: 0048 GENERAL FUND

FUND : 40 SPECIAL RESERVE-CAP OUTLAY #1

WARRANT	INT	VENDOR/ADDR	NAME (REMIT)	DEPOSIT TYPE	ABA NUM	ACCOUNT NUM	AMOUNT							
REQ#	REFERENCE	LN	FD	RESC	Y	OBJT	SO	GOAL	FUNC	LOC	ACT	GRP	DESCRIPTION	AMOUNT
20055700	070770/		JL MODULAR INC.											
			PV-140556			40-0000-0-6240.00-0000-8500-700-000-135							Final Retention	16,099.74
													WARRANT TOTAL	\$16,099.74
20055701	070777/		MICHAEL PAUL COMPANY INC.											
			PV-140567			40-0000-0-6240.00-0000-8500-700-000-135							APPLICATION 7	35,633.55
													WARRANT TOTAL	\$35,633.55
20055702	070776/		MIKE BROWN ELECTRIC											
			PV-140557			40-0000-0-6240.00-0000-8500-700-000-135							Applications 7	31,670.21
													WARRANT TOTAL	\$31,670.21
*** FUND	TOTALS ***					TOTAL NUMBER OF WARRANTS:	3						TOTAL AMOUNT OF WARRANTS:	\$83,403.50*

DISTRICT: 47 SAUSALITO SCHOOL DISTRICT
BATCH: 0048 GENERAL FUND
FUND : 78PASS-THROUGH ~ REVENUES

COMMERCIAL WARRANT REGISTER
FOR WARRANTS DATED 05/16/2014

W	INT	VENDOR/ADDR	NAME (REMIT)	DEPOSIT TYPE										ABA NUM	ACCOUNT NUM	AMOUNT
		REQ#	REFERENCE	LN	FD	RESC	Y	OBJT	SO	GOAL	FUNC	LOC	ACT	GRP	DESCRIPTION	
20055703	002172/		WILLOW CREEK ACADEMY													
			PV-140558			78-0000-0-9620.00-0000-0000-000-000-000									A bulletin Principal 4/14	19,316.00
															WARRANT TOTAL	\$19,316.00
***	FUND		TOTALS ***					TOTAL NUMBER OF WARRANTS:	1						TOTAL AMOUNT OF WARRANTS:	\$19,316.00*
***	BATCH		TOTALS ***					TOTAL NUMBER OF WARRANTS:	30						TOTAL AMOUNT OF WARRANTS:	\$172,943.51*
***	DISTRICT		TOTALS ***					TOTAL NUMBER OF WARRANTS:	30						TOTAL AMOUNT OF WARRANTS:	\$172,943.51*

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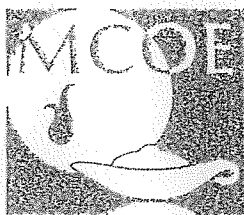
DISTRICT: 47 SAUSALITO SCHOOL DISTRICT
BATCH: 0049 GENERAL FUND
FUND : 01 GENERAL FUND

W	INT	VENDOR/ADDR REQ#	NAME (REMIT) REFERENCE LN	FD	RESC	Y	OBJT	SO	GOAL	FUNC	LOC	ACT	GRP	ABA NUM	ACCOUNT NUM DESCRIPTION	AMOUNT	
20056356	070374/		ANOVA INC.														
			PO-140142	1.	01-6500-0-5833.00-5750-1185-700-000-000										50303	3,383.00	
			WARRANT TOTAL													\$3,383.00	
20056357	070329/		AT&T CALNET 2														
			PO-140001	1.	01-0000-0-5970.00-0000-2700-700-000-000										5/14	533.19	
			WARRANT TOTAL													\$533.19	
20056358	070711/		BRIGHT PATH THERAPISTS														
			PO-140106	1.	01-6500-0-5835.00-5770-1182-700-000-000										1909	1,417.50	
			WARRANT TOTAL													\$1,417.50	
20056359	070026/		ELLEN FRANZ														
			PV-140578		01-9476-0-4300.00-1454-1010-100-000-000										Art Supplies	950.92	
			WARRANT TOTAL													\$950.92	
20056360	000580/		MARIN COUNTY SHERIFF DEPART.														
			PV-140576		01-0000-0-5821.00-0000-7200-725-000-000										14644	20.00	
			WARRANT TOTAL													\$20.00	
20056361	070447/		MAXIM HEALTHCARE SERVICES														
			PV-140577		01-6500-0-5835.00-5770-1182-700-000-000										2418270084	2,531.83	
			WARRANT TOTAL													\$2,531.83	
20056362	070553/		READING PARTNERS														
			PO-140036	1.	01-9472-0-5849.00-1110-1010-100-000-000										1094	12,500.00	
			WARRANT TOTAL													\$12,500.00	
*** FUND	TOTALS ***		TOTAL NUMBER OF WARRANTS: 7													TOTAL AMOUNT OF WARRANTS:	\$21,336.44*

DISTRICT: 47 SAUSALITO SCHOOL DISTRICT
BATCH: 0049 GENERAL FUND
FUND : 13 CAFETERIA FUND

WARRANT	VENDOR/ADDR	NAME (REMIT)	DEPOSIT TYPE	ABA NUM	ACCOUNT NUM	AMOUNT
REQ#	REFERENCE	LN	FD RESC Y OBJT SO GOAL FUNC LOC ACT GRP	DESCRIPTION		
20056363	000105/	CLOVER-STORNETTA FARMS				
	PV-140574	13-5310-0-5840.00-0000-3700-100-000-000		0100046262		80.00
		13-5310-0-5840.00-0000-3700-101-000-000		0100046262		80.00
		WARRANT TOTAL				\$160.00
20056364	070827/	MARIN SUN FARMS				
	PV-140572	13-5310-0-5840.00-0000-3700-100-000-000		12238		54.88
		13-5310-0-5840.00-0000-3700-101-000-000		12238		54.87
		WARRANT TOTAL				\$109.75
20056365	070792/	TEENS TURNING GREEN				
	PV-140571	13-5310-0-5840.00-0000-3700-100-000-000		Food/staff pay 1-4/2014		5,779.11
		13-5310-0-5840.00-0000-3700-101-000-000		Food/staff pay 1-4/2014		5,779.11
		WARRANT TOTAL				\$11,558.22
20056366	070816/	UNFI				
	PV-140575	13-5310-0-5840.00-0000-3700-100-000-000		17835709-003		436.63
		13-5310-0-5840.00-0000-3700-101-000-000		17835709-003		436.63
		WARRANT TOTAL				\$873.26
20056367	070799/	VERITABLE VEGETABLE INC.				
	PV-140573	13-5310-0-5840.00-0000-3700-100-000-000		905784, 906396		126.25
		13-5310-0-5840.00-0000-3700-101-000-000		905784, 906396		126.25
		WARRANT TOTAL				\$252.50
*** FUND	TOTALS ***	TOTAL NUMBER OF WARRANTS:	5	TOTAL AMOUNT OF WARRANTS:		\$12,953.73*
*** BATCH	TOTALS ***	TOTAL NUMBER OF WARRANTS:	12	TOTAL AMOUNT OF WARRANTS:		\$34,290.17*
*** DISTRICT	TOTALS ***	TOTAL NUMBER OF WARRANTS:	12	TOTAL AMOUNT OF WARRANTS:		\$34,290.17*

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MARIN COUNTY

OFFICE OF EDUCATION

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MARY JANE BURKE
MARIN COUNTY
SUPERINTENDENT OF SCHOOLS

(415) 472-4110
FAX (415) 491-6625

VENDOR PAYMENT CERTIFICATION

Date 5/28/14

District Name SAUSALITO MARIN CITY District No. 47

The Governing Board of the District named hereon hereby authorizes and directs payment of vendor payments in the total of \$ 65,526.67.

<u>FUND NUMBER</u>	<u>BATCH NUMBER</u>	<u>AMOUNT</u>
<u>01</u>	<u>50</u>	<u>61,973.62</u>
<u>13</u>	<u>50</u>	<u>1,325.55</u>
<u>14</u>	<u>50</u>	<u>2,227.50</u>
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Authorized Signature Paula Rigney

DISTRICT: 47 SAUSALITO SCHOOL DISTRICT
BATCH: 0050 GENERAL FUND
FUND : 01 GENERAL FUND

WARRANT	NT	VENDOR/ADDR	NAME (REMIT)	DEPOSIT TYPE	ABA NUM	ACCOUNT NUM	AMOUNT							
REQ#	REFERENCE	LN	FD	RESC	Y	OBJT	SO	GOAL	FUNC	LOC	ACT	GRP	DESCRIPTION	
20056984	000192/		AT&T											
			PO-140002	1.	01-0000-0-5970.00-0000-2700-000-000-000								234 343 6954 760 3	1,034.06
													WARRANT TOTAL	\$1,034.06
20056985	002392/		JENNIFER BANKS											
			PV-140593		01-3010-0-5240.00-1110-1010-700-000-000								Flight & Hotel, NYC Workshop	3,231.00
													WARRANT TOTAL	\$3,231.00
20056986	070784/		PALOMA COLLIER											
			PO-140136	1.	01-9471-0-5800.00-1110-1010-700-000-000								5/14	1,000.00
				2.	01-9471-0-5840.00-1110-1010-700-000-000								5/14	1,000.00
													WARRANT TOTAL	\$2,000.00
20056987	070594/		DANNIS WOLIVER KELLY											
			PO-140127	1.	01-0000-0-5829.00-0000-7100-000-000-000								171330	249.00
													WARRANT TOTAL	\$249.00
20056988	001389/		DEVELOPMENTAL STUDIES CENTER											
			PO-140146	1.	01-6500-0-4307.00-5770-1110-700-000-000								82458	1,106.75
													WARRANT TOTAL	\$1,106.75
20056989	000039/		KAISER FOUNDATION											
			PV-140589		01-0000-0-9520.00-0000-0000-000-000-000								16734-0001	4,408.06
					01-0000-0-9520.00-0000-0000-000-000-000								16734-0002	961.65
					01-0000-0-9520.00-0000-0000-000-000-000								578-0002	15,118.64
													WARRANT TOTAL	\$20,488.35
20056990	001019/		MARIN PUPIL TRANS. AGENCY											
			PV-140586		01-9002-0-7143.00-5001-9200-700-000-000								14-104	20,983.00
													WARRANT TOTAL	\$20,983.00
20056991	070447/		MAXIM HEALTHCARE SERVICES											
			PV-140595		01-6500-0-5835.00-5770-1182-700-000-000								2434510084	2,583.51
													WARRANT TOTAL	\$2,583.51
20056992	070655/		JAN MCDOUGAL											
			PV-140590		01-7090-0-4300.00-1110-1010-000-000-111								Student Council T Shirts	249.15

DISTRICT: 47 SAUSALITO SCHOOL DISTRICT
BATCH: 0050 GENERAL FUND
FUND : 01 GENERAL FUND

W. INT	VENDOR/ADDR	NAME (REMIT)	DEPOSIT TYPE	ABA NUM	ACCOUNT NUM	AMOUNT
REQ#	REFERENCE	LN	FD RESC Y OBJT SO GOAL FUNC LOC ACT GRP	DESCRIPTION		
WARRANT TOTAL						\$249.15
20056993	000015/	MSIA DENTAL				
		PV-140588	01-0000-0-9520.00-0000-0000-000-000-000	6/14		4,006.23
			WARRANT TOTAL			\$4,006.23
20056994	000117/	MSIA VISION				
		PV-140587	01-0000-0-9520.00-0000-0000-000-000-000	6/14		374.88
			01-0000-0-9521.00-0000-0000-000-000-000	6/14		23.58
			WARRANT TOTAL			\$398.46
20056995	070210/	FRANCES NELSON				
		PV-140591	01-9476-0-4300.00-1110-1010-000-000-111	Art supplies		17.31
			WARRANT TOTAL			\$17.31
20056996	000058/	P G & E CO				
		PO-140000	1. 01-0000-0-5510.00-0000-8200-000-000-000	Due 6/2/14		2,717.60
			WARRANT TOTAL			\$2,717.60
20056997	070222/	PROTECTION ONE				
		PO-140004	1. 01-0000-0-5840.00-0000-8300-100-000-000	6/14		72.38
			2. 01-0000-0-5840.00-0000-8300-101-000-000	6/14		631.54
		PV-140579	01-0000-0-5840.00-0000-8300-103-000-000	6/14		103.29
		PV-140584	01-7090-0-4300.00-1110-1010-000-000-111	98231138		824.60
			WARRANT TOTAL			\$1,631.81
20056998	001206/	SHELL OIL CO.				
		PV-140596	01-0000-0-4301.00-0000-8110-735-000-000	5/14		166.01
			WARRANT TOTAL			\$166.01
20056999	002545/	SONITROL				
		PO-140015	1. 01-0000-0-5840.00-0000-8300-101-000-000	271799		278.20
			WARRANT TOTAL			\$278.20
20057000	070200/	STANDARD INSURANCE COMPANY CB				
		PV-140592	01-0000-0-9520.00-0000-0000-000-000-000	5000		201.61

DISTRICT: 47 SAUSALITO SCHOOL DISTRICT
BATCH: 0050 GENERAL FUND
FUND : 01 GENERAL FUND

W. NT	VENDOR/ADDR	NAME (REMIT)	DEPOSIT TYPE	ABA NUM	ACCOUNT NUM	AMOUNT
REQ#	REFERENCE	LN	FD RESC Y OBJT SO GOAL FUNC LOC ACT GRP	DESCRIPTION		
			01-0000-0-9520.00-0000-0000-000-000	5001		487.82
			WARRANT TOTAL			\$689.43
20057001	070522/	TENISHA TATE				
	PV-140594		01-1100-0-4300.00-1110-1010-100-000-000		Parent Volunteer Ceremony	143.75
			WARRANT TOTAL			\$143.75
*** FUND	TOTALS ***		TOTAL NUMBER OF WARRANTS: 18		TOTAL AMOUNT OF WARRANTS:	\$61,973.62*

DISTRICT: 47 SAUSALITO SCHOOL DISTRICT

BATCH: 0050 GENERAL FUND

FUND : 13 CAFETERIA FUND

WARRANT	VENDOR/ADDR	NAME (REMIT)	DEPOSIT TYPE	ABA NUM	ACCOUNT NUM	AMOUNT
REQ#	REFERENCE	LN	FD RESC Y OBJT SO GOAL FUNC LOC ACT GRP	DESCRIPTION		
20057002	070811/	BARON BAKING LLC				
		PV-140582	13-5310-0-5840.00-0000-3700-100-000-000	24-0132		17.85
			13-5310-0-5840.00-0000-3700-101-000-000	24-0132		17.85
			WARRANT TOTAL			\$35.70
20057003	000105/	CLOVER-STORNETTA FARMS				
		PV-140597	13-5310-0-5840.00-0000-3700-100-000-000	100050602		132.77
			13-5310-0-5840.00-0000-3700-101-000-000	100050602		132.76
			WARRANT TOTAL			\$265.53
20057004	070827/	MARIN SUN FARMS				
		PV-140580	13-5310-0-5840.00-0000-3700-100-000-000	78244		87.80
			13-5310-0-5840.00-0000-3700-101-000-000	78244		87.80
			WARRANT TOTAL			\$175.60
20057005	070816/	UNFI				
		PV-140583	13-5310-0-5840.00-0000-3700-100-000-000	17850427, 17850803		291.60
			13-5310-0-5840.00-0000-3700-101-000-000	17850427, 17850803		291.59
			WARRANT TOTAL			\$583.19
20057006	070799/	VERITABLE VEGETABLE INC.				
		PV-140581	13-5310-0-5840.00-0000-3700-100-000-000	100050602		132.76
			13-5310-0-5840.00-0000-3700-101-000-000	100050602		132.77
			WARRANT TOTAL			\$265.53
*** FUND	TOTALS ***		TOTAL NUMBER OF WARRANTS: 5	TOTAL AMOUNT OF WARRANTS:		\$1,325.55*

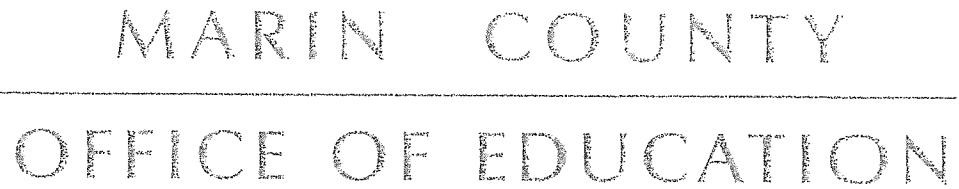
DISTRICT: 47 SAUSALITO SCHOOL DISTRICT

BATCH: 0050 GENERAL FUND

FUND : 14 DEFERRED MAINTENANCE FUND

W	INT	VENDOR/ADDR	NAME (REMIT)	DEPOSIT TYPE	ABA NUM	ACCOUNT NUM	
		REQ#	REFERENCE LN	FD RESC Y OBJT SO GOAL FUNC LOC ACT GRP		DESCRIPTION	AMOUNT
20057007	070789/		SCHOOL FACILITY CONSULTANTS				
			PV-140585	14-0000-0-5800.00-0000-8110-735-000-000		7332	2,227.50
				WARRANT TOTAL			\$2,227.50
*** FUND	TOTALS ***			TOTAL NUMBER OF WARRANTS: 1		TOTAL AMOUNT OF WARRANTS:	\$2,227.50*
*** BATCH	TOTALS ***			TOTAL NUMBER OF WARRANTS: 24		TOTAL AMOUNT OF WARRANTS:	\$65,526.67*
*** DISTRICT	TOTALS ***			TOTAL NUMBER OF WARRANTS: 24		TOTAL AMOUNT OF WARRANTS:	\$65,526.67*

Printed: 05/30/2014 09:11:44



(415) 472-4110
FAX (415) 491-6625

Date 6/4/14

District Name SAUSALITO MARIN CITY District No. 47

[illegible]

Authorized Signature

Paula Rigney
6-4-44

DISTRICT: 47 SAUSALITO SCHOOL DISTRICT
BATCH: 0051 GENERAL FUND
FUND : 01 GENERAL FUND

WARRANT	VENDOR/ADDR	NAME (REMIT)	DEPOSIT TYPE	ABA NUM	ACCOUNT NUM	
	REQ#	REFERENCE	LN	FD	RESC	Y OBJT SO GOAL FUNC LOC ACT GRP DESCRIPTION AMOUNT
20057828	000609/	AMERICAN EXPRESS				
		PV-140600		01	9473	0-4300.00-1110-1010-100-000-000 Shelving 943.88
						WARRANT TOTAL \$943.88
20057829	002896/	ARMOR LOCKSMITH				
		PV-140599		01	8150	0-4300.00-0000-8100-735-000-000 45022 150.00
						WARRANT TOTAL \$150.00
20057830	070329/	AT&T CALNET 2				
		PO-140001	1.	01	0000	0-5970.00-0000-2700-700-000-000 5/14 334.52
						WARRANT TOTAL \$334.52
20057831	000006/	BAY CITIES REFUSE INC				
		PO-140025	1.	01	0000	0-5550.00-0000-8200-000-000-000 6/14 643.80
						WARRANT TOTAL \$643.80
20057832	000256/	BUCK'S SAW SERVICE				
		PV-140601		01	8150	0-5600.00-0000-8110-735-000-000 293006, 293011 565.86
						WARRANT TOTAL \$565.86
20057833	070132/	CAPITAL ONE COMMERCIAL				
		PV-140605		01	0000	0-4300.00-1110-1010-100-000-000 Open House provisions 197.14
				01	0000	0-4300.00-1110-1010-101-000-000 Open House provisions 197.13
						WARRANT TOTAL \$394.27
20057834	070761/	CON E SOLUTIONS				
		PO-140014	1.	01	0000	0-5840.00-0000-7705-700-000-000 4-5/14 510.00
						WARRANT TOTAL \$510.00
20057835	002547/	DISCOVERY OFFICE SYSTEMS				
		PO-140051	1.	01	0000	0-5605.00-0000-7200-725-000-000 5/14 66.61
			3.	01	0000	0-5605.00-1110-1010-101-000-000 5/14 182.12
						WARRANT TOTAL \$248.73
20057836	002601/	FIRST STUDENT INC.				
		PV-140608		01	9473	0-5819.00-1110-1010-100-000-000 7075666 439.85

DISTRICT: 47 SAUSALITO SCHOOL DISTRICT
BATCH: 0051 GENERAL FUND
FUND : 01 GENERAL FUND

WARRANT	VENDOR/ADDR REQ#	NAME (REMIT) REFERENCE LN	FD	RESC	Y	OBJT	SO	GOAL	FUNC	LOC	ACT	GRP	ABA NUM	ACCOUNT NUM DESCRIPTION	AMOUNT
								01-9474-0-5819.00-1110-1010-101-000-000					7075666		439.85
								WARRANT TOTAL							\$879.70
20057837	002270/	FISHMAN SUPPLY CO.													
		PO-140152	1.	01-0000-0-4300.00-0000-8211-735-000-000									947820, 948088, 950817		1,183.82
								WARRANT TOTAL							\$1,183.82
20057838	000023/	GOODMAN BUILDING SUPPLY CO.													
		PV-140603		01-8150-0-4300.00-0000-8100-735-000-000									Due 6/11/14		152.07
								WARRANT TOTAL							\$152.07
20057839	001704/	HOME DEPOT													
		PV-140606		01-0000-0-4300.00-0000-7200-725-000-000									AC Units		925.31
								WARRANT TOTAL							\$925.31
20057840	001235/	JOANNE'S PRINT SHOP													
		PV-140610		01-0000-0-4300.00-1110-1010-101-000-000									Diplomas		114.36
								WARRANT TOTAL							\$114.36
20057841	070447/	MAXIM HEALTHCARE SERVICES													
		PV-140609		01-6500-0-5835.00-5770-1182-700-000-000									2451880084		2,538.19
								WARRANT TOTAL							\$2,538.19
20057842	001927/	MILL VALLEY SERVICES													
		PO-140169	1.	01-0000-0-4300.00-0000-7200-725-000-000									82105		40.39
								WARRANT TOTAL							\$40.39
20057843	070107/	VIDA MOATTAR													
		PV-140602		01-0000-0-5230.00-0000-7300-725-000-000									May/June 2014 Mileage		26.43
								WARRANT TOTAL							\$26.43
20057844	000058/	P G & E CO													
		PO-140000	1.	01-0000-0-5510.00-0000-8200-000-000-000									Due 6/9/14		2,871.89
								WARRANT TOTAL							\$2,871.89
20057845	070384/	FLORA SANCHEZ													
		PV-140604		01-0000-0-5230.00-0000-2700-700-000-000									May 2014 Mileage		32.14

DISTRICT: 47 SAUSALITO SCHOOL DISTRICT
BATCH: 0051 GENERAL FUND
FUND : 01 GENERAL FUND

WARRANT	VENDOR/ADDR REQ#	NAME (REMIT) REFERENCE LN	DEPOSIT TYPE FD RESC Y OBJT SO GOAL FUNC LOC ACT GRP	ABA NUM	ACCOUNT NUM DESCRIPTION	AMOUNT
WARRANT TOTAL						\$32.14
20057846	002680/	STEPHEN ROATCH ACCOUNTANCY				
		PO-140022	1. 01-0000-0-5809.00-0000-7110-000-000-000		Final 12/13 Audit	1,620.00
		PV-140598	01-0000-0-5809.00-0000-7191-000-000-000		Billing #1 13-14 Audit	1,630.00
WARRANT TOTAL						\$3,250.00
20057847	070677/	LYDIA TUVESON				
		PV-140607	01-6500-0-5835.00-5770-1182-700-000-000		03LT2013-14	283.50
WARRANT TOTAL						\$283.50
20057848	070759/	VERIZON WIRELESS				
		PO-140055	1. 01-0000-0-5970.00-0000-2700-700-000-000		5/14	266.18
WARRANT TOTAL						\$266.18
*** FUND	TOTALS ***	TOTAL NUMBER OF WARRANTS: 21				TOTAL AMOUNT OF WARRANTS: \$16,355.04*

DISTRICT: 47 SAUSALITO SCHOOL DISTRICT
BATCH: 0051 GENERAL FUND
FUND : 13 CAFETERIA FUND

WARRANT	VENDOR/ADDR	NAME (REMIT)	DEPOSIT TYPE	ABA NUM	ACCOUNT NUM	AMOUNT
REQ#	REFERENCE	LN	FD RESC Y OBJT SO GOAL FUNC LOC ACT GRP	DESCRIPTION		
20057849	000105/	CLOVER-STORNETTA FARMS				
		PV-140611	13-5310-0-5840.00-0000-3700-100-000-000	100055332, 100055610		159.99
			13-5310-0-5840.00-0000-3700-101-000-000	100055332, 100055610		159.99
		WARRANT TOTAL				\$319.98
20057850	070813/	HDP ENTERPRISES INC.				
		PV-140612	13-5310-0-5840.00-0000-3700-100-000-000	867828		149.97
			13-5310-0-5840.00-0000-3700-101-000-000	867828		149.97
		WARRANT TOTAL				\$299.94
20057851	070827/	MARIN SUN FARMS				
		PV-140614	13-5310-0-5840.00-0000-3700-100-000-000	78595		32.93
			13-5310-0-5840.00-0000-3700-101-000-000	78595		32.92
		WARRANT TOTAL				\$65.85
20057852	070816/	UNFI				
		PV-140615	13-5310-0-5840.00-0000-3700-100-000-000	17869063, 17869104		320.52
			13-5310-0-5840.00-0000-3700-101-000-000	17869063, 17869104		320.51
		WARRANT TOTAL				\$641.03
20057853	070799/	VERITABLE VEGETABLE INC.				
		PV-140613	13-5310-0-5840.00-0000-3700-100-000-000	909296, bal 907277, 5 CMs		61.24
			13-5310-0-5840.00-0000-3700-101-000-000	909296, bal 907277, 5 CMs		61.23
		WARRANT TOTAL				\$122.47
*** FUND	TOTALS ***		TOTAL NUMBER OF WARRANTS: 5	TOTAL AMOUNT OF WARRANTS:		\$1,449.27*
*** BATCH	TOTALS ***		TOTAL NUMBER OF WARRANTS: 26	TOTAL AMOUNT OF WARRANTS:		\$17,804.31*
*** DISTRICT	TOTALS ***		TOTAL NUMBER OF WARRANTS: 26	TOTAL AMOUNT OF WARRANTS:		\$17,804.31*

Printed: 06/06/2014 09:32:42

Sausalito Marin City School District

Agenda Item: 11.01

Date: June 10, 2014

<input type="checkbox"/> Correspondence	<input type="checkbox"/> Consent Agenda
<input type="checkbox"/> Reports	
<input type="checkbox"/> General Functions	
<input type="checkbox"/> Pupil Services	
<input type="checkbox"/> Personnel Services	
<input type="checkbox"/> Financial & Business Procedures	
<input type="checkbox"/> Curriculum and Instruction	
<input checked="" type="checkbox"/> Policy Development	

Item Requires Board Action: ☒

Item is for Information Only: ☐

Item: Board Bylaw (BB) 9321 – Closed Session

Background:

Last month, this item was brought forward as a first read. This month the board is asked to approve this Board Bylaw.

Fiscal Impact:

Undetermined

Recommendation:

Approve

Prepared for: S. Van Zant

Prepared by: S. Van Zant

Closed Session Purposes And Agendas

The Governing Board is committed to complying with state open meeting laws and modeling transparency in its conduct of district business. The Board shall hold closed sessions only for purposes authorized by law. A closed session may be held during a regular, special, or emergency meeting in accordance with law.

Each agenda shall contain a general description of each closed session item to be discussed at the meeting, as required by law. (Government Code 54954.2)

The Board shall disclose in open session the items to be discussed in closed session. In the closed session, the Board may consider only those matters covered in its statement. After the closed session, the Board shall reconvene in open session before adjourning the meeting, and when applicable, shall disclose any action taken in the closed session, in the manner prescribed by Government Code 54957.1. (Government Code 54957.7)

The Board shall not disclose any information that is protected by state or federal law. In addition, no victim or alleged victim of tortious sexual conduct or child abuse shall be identified in any Board agenda, notice, announcement, or report required by the Brown Act, unless the identity of the person has previously been publicly disclosed. (Government Code 54957.7, 54961)

A Board member shall not disclose confidential information received in a closed session unless the Board authorizes the disclosure of that information. (Government Code 54963)

Personnel Matters

The Board may hold a closed session to consider the appointment, employment, evaluation of performance, discipline, or dismissal of an employee. Such a closed session shall not include discussion or action on proposed compensation except for a reduction of compensation that results from the imposition of discipline. (Government Code 54957)

The Board may also hold a closed session to hear complaints or charges brought against an employee by another person or employee, unless the employee requests an open session. Before the Board holds a closed session on specific complaints or charges brought against an employee, the employee shall receive written notice of his/her right to have the complaints or charges heard in open session if desired. This notice shall be delivered personally or by mail at least 24 hours before the time of the session. (Government Code 54957)

Agenda items related to district employee appointments and employment shall describe the position to be filled. Agenda items related to performance evaluations shall specify the title of the employee being reviewed. Agenda items related to employee discipline, dismissal, or release require no additional information. (Government Code 54954.5)

Negotiations/Collective Bargaining

Unless otherwise agreed upon by the parties involved, the following shall not be subject to the Brown Act: (Government Code 3549.1)

1. Any meeting and negotiating discussion between the district and a recognized or certified employee organization
2. Any meeting of a mediator with either party or both parties to the meeting and negotiating process
3. Any hearing, meeting, or investigation conducted by a factfinder or arbitrator
4. Any executive (closed) session of the district or between the district and its designated representative for the purpose of discussing its position regarding any matter within the scope of representation and instructing its designated representatives

The Board may meet in closed session to review the Board's position and/or instruct its designated representative regarding salaries, salary schedules, or compensation paid in the form of fringe benefits of its represented and unrepresented employees. Any closed session held for this purpose may include discussions of the district's available funds and funding priorities, but only insofar as they relate to providing instructions to the Board's designated representative. (Government Code 54957.6)

For represented employees, the Board may also meet in closed session regarding any other matter within the statutorily provided scope of representation. (Government Code 54957.6)

Closed sessions may take place prior to and during consultations and discussions with representatives of employee organizations and unrepresented employees. For unrepresented employees, closed sessions held pursuant to Government Code 54957.6 shall not include final action on the proposed compensation of one or more unrepresented employees. (Government Code 54957.6)

The Board also may meet in closed session with a state conciliator or mediator who has intervened in proceedings regarding any of the purposes enumerated in Government Code 54957.6.

Agenda items related to negotiations shall specify the name of the district's designated representative(s) attending the closed session. If circumstances necessitate the absence of a specified designated representative, an agent or designee may participate in place of the absent representative as long as the name of the agent or designee is announced at an open session held prior to the closed session. The agenda shall also specify the name of the organization representing the employee(s) or the position title of the unrepresented employee who is the subject of the negotiations. (Government Code 54954.5)

Matters Related to Students

The Board shall meet in closed session to consider the expulsion of a student, unless the student submits a written request at least five days before the date of the hearing that the hearing be held in open session. Regardless of whether the expulsion hearing is conducted in open or closed session, the Board may meet in closed session for the purpose of deliberating and determining whether the student should be expelled. (Education Code 48918)

The Board shall meet in closed session to address any student matter that may involve disclosure of confidential student information, or to consider a suspension, disciplinary action, or any other action against a student except expulsion. If a written request for open session is received from the parent/guardian or adult student, it will be honored to the extent that it does not violate the privacy rights of any other student. (Education Code 35146, 48912, 49070)

Agenda items related to student matters shall briefly describe the reason for the closed session, such as "student expulsion hearing" or "grade change appeal," without violating the confidentiality rights of individual students. The student shall not be named on the agenda, but a number may be assigned to the student in order to facilitate record keeping. The agenda shall also state that the Education Code requires closed sessions in these cases in order to prevent the disclosure of confidential student record information.

Conference with Real Property Negotiator

The Board may meet in closed session with its real property negotiator prior to the purchase, sale, exchange, or lease of real property by or for the district in order to grant its negotiator authority regarding the price and terms of payment for the property. (Government Code 54956.8)

Before holding the closed session, the Board shall hold an open and public session to identify its negotiator(s) and the property under negotiation and to specify the person(s) with whom the negotiator may negotiate. (Government Code 54956.8)

For purposes of real property transactions, negotiators may include members of the Board. (Government Code 54956.8)

Agenda items related to real property negotiations shall specify the district negotiator attending the closed session. If circumstances necessitate the absence of a specified negotiator, an agent or designee may participate in place of the absent negotiator as long as the name of the agent or designee is announced at an open session held prior to the closed session. The agenda shall also specify the name of the negotiating parties and the street address of the real property under negotiation. If there is no street address, the agenda item shall specify the parcel number or another unique reference of the property. The agenda item shall also specify whether instruction to the negotiator will concern price, terms of payment, or both. (Government Code 54954.5)

Pending Litigation

Based on the advice of its legal counsel, the Board may hold a closed session to confer with or receive advice from its legal counsel regarding a pending litigation when a discussion of the matter in open session would prejudice the district's position in the litigation. For this purpose, "litigation" means any adjudicatory proceeding, including eminent domain, before a court, administrative body exercising its adjudicatory authority, hearing officer, or arbitrator. (Government Code 54956.9)

Litigation is considered "pending" in any of the following circumstances: (Government Code 54956.9)

1. Litigation to which the district is a "party" has been initiated formally. (Government Code 54956.9(a))
2. A point has been reached where, in the Board's opinion based on the advice of its legal counsel regarding the "existing facts and circumstances," there is a "significant exposure to litigation" against the district, or the Board is meeting solely to determine whether, based on existing facts or circumstances, a closed session is authorized. (Government Code 54956.9(b))

Existing facts and circumstances for these purposes are limited to the following: (Government Code 54956.9)

- a. Facts and circumstances that might result in litigation against the district but which the district believes are not yet known to potential plaintiffs and which do not need to be disclosed.

b. Facts and circumstances including, but not limited to, an accident, disaster, incident, or transactional occurrence which might result in litigation against the district, which are already known to potential plaintiffs and which must be publicly disclosed before the closed session or specified on the agenda.

c. The receipt of a claim pursuant to the Tort Claims Act or a written threat of litigation from a potential plaintiff. The claim or written communication must be available for public inspection.

(cf. 3320 - Claims and Actions Against the District)

d. A threat of litigation made by a person in an open meeting on a specific matter within the responsibility of the Board.

e. A threat of litigation made by a person outside of an open meeting on a specific matter within the responsibility of the Board, provided that the district official or employee receiving knowledge of the threat made a record of the statement before the meeting and the record is available for public inspection. Such record does not need to identify an alleged victim of tortious sexual conduct or anyone making a threat on his/her behalf or identify an employee who is the alleged perpetrator of any unlawful or tortious conduct, unless the identity of this person has been publicly disclosed.

. Based on existing facts and circumstances, the Board has decided to initiate or is deciding whether to initiate litigation. (Government Code 54956.9(c))

Before holding a closed session pursuant to the pending litigation exception, the Board shall state on the agenda or publicly announce the subdivision of Government Code 54956.9 under which the closed session is being held. If authority is based on Government Code 54956.9(a), the Board shall either state the title or specifically identify the litigation to be discussed or state that doing so would jeopardize the district's ability to effectuate service of process upon unserved parties or to conclude existing settlement negotiations to its advantage. (Government Code 54956.9)

Agenda items related to pending litigation shall be described as a conference with legal counsel regarding either "existing litigation" or "anticipated litigation." (Government Code 54954.5)

"Existing litigation" items shall identify the name of the case specified by either the claimant's name, names of parties, or case or claim number, unless the Board states that to identify the case would jeopardize service of process or existing settlement negotiations. (Government Code 54954.5)

"Anticipated litigation" items shall state that there is significant exposure to litigation pursuant to Government Code 54956.9(b) and shall specify the potential number of cases. When the district expects to initiate a suit, items related to anticipated litigation shall state that the discussion relates to the initiation of litigation pursuant to Government Code 54956.9(c) and shall specify the potential number of cases. The agenda or an oral statement before the closed session may be required to provide additional information regarding existing facts and circumstances described in item #2 b-e above. (Government Code 54954.5)

Joint Powers Agency Issues

Note: The following section applies to districts participating in a joint powers agency (JPA) for insurance pooling or in a self-insurance authority.

The Board may meet in closed session to discuss a claim for the payment of tort liability losses, public liability losses, or workers' compensation liability incurred by a joint powers agency (JPA) formed for the purpose of insurance pooling or self-insurance authority of which the district is a member. (Government Code 54956.95)

Closed session agenda items related to liability claims shall specify the claimant's name and the name of the agency against which the claim is made. (Government Code 54954.5)

When the board of the JPA has so authorized and upon advice of district legal counsel, the Board may meet in closed session in order to receive, discuss, and take action concerning information obtained in a closed session of the JPA. During the Board's closed session, a Board member serving on the JPA board may disclose confidential information acquired during a closed session of the JPA to fellow Board members. (Government Code 54956.96)

The Board member may also disclose the confidential JPA information to district legal counsel in order to obtain advice on whether the matter has direct financial or liability implications for the district. (Government Code 54956.96)

Closed session agenda items related to conferences involving a JPA shall specify the closed session description used by the JPA and the name of the Board member representing the district on the JPA board. Additional information listing the names of agencies or titles of representatives attending the closed session as consultants or other representatives shall also be included. (Government Code 54954.5)

Review of Audit Report from Bureau of State Audits

Upon receipt of a confidential final draft audit report from the Bureau of State Audits, the Board may meet in closed session to discuss its response to that report. After public release of the report from the Bureau of State Audits, any Board meeting to discuss the report must be conducted in open session, unless exempted from that requirement by some other provision of law. (Government Code 54956.75)

Closed session agenda items related to an audit by the Bureau of State Audits shall state "Audit by Bureau of State Audits." (Government Code 54954.5)

Review of Assessment Instruments

The Board may meet in closed session to review the contents of any student assessment instrument approved or adopted for the statewide testing system. Before any such meeting, the Board shall agree by resolution to accept any terms or conditions established by the State Board of Education for this review. (Education Code 60617)

Agenda items related to the review of student assessment instruments shall state that the Board is reviewing the contents of an assessment instrument approved or adopted for the statewide testing program and that Education Code 60617 authorizes a closed session for this purpose in order to maintain the confidentiality of the assessment under review.

Sausalito Marin City School District

Agenda Item: 11.02

Date: June 10, 2014

☐ Correspondence

☐ Consent Agenda

☐ Reports

☐ General Functions

☐ Pupil Services

☐ Personnel Services

☐ Financial & Business Procedures

☐ Curriculum and Instruction

☒ Policy Development

Item Requires Board Action: ☒

Item is for Information Only: ☐

Item: Board Bylaw (BB) 9321.1 – Closed Session – Actions and Reports

Background:

Last month, this item was brought forward as a first read. This month the board is asked to approve this Board Bylaw.

Fiscal Impact:

Undetermined

Recommendation:

Approve

Prepared for: S. Van Zant

Prepared by: S. Van Zant

Closed Session Actions And Reports

No matters other than those announced in open session shall be acted upon during the closed session. (Government Code 54957.7)

The Board shall reconvene in open session before adjourning and report closed session actions, the votes or abstentions thereon, and other disclosures required by Government Code 54957.1. These disclosures may be made at the location announced in the agenda for the closed session, as long as the public is allowed to be present at that location for the purpose of hearing them. (Government Code 54957.7)

Personnel Matters

The Board shall report any personnel action taken and the votes or abstentions thereon at the public meeting during which the closed session is held. This report shall identify the title of the position. However, the report of a dismissal or nonrenewal of an employment contract shall be deferred until the first public meeting after administrative remedies, if any, have been exhausted. (Government Code 54957.1)

Negotiations/Collective Bargaining

Final action on the proposed compensation of one or more unrepresented employees shall not be taken during the closed session. (Government Code 54957.6)

Approval of an agreement concluding closed session labor negotiations with represented employees shall be reported after the agreement is final and has been accepted or ratified by the other party. This report shall identify the item approved and the other party or parties to the negotiation. (Government Code 54957.1)

Student Matters

Actions related to student matters shall be taken in open session and shall be a matter of public record. No information shall be released in violation of student privacy rights provided in law. (Education Code 35146, 48918; 20 USC 1232))

OPTION 1: In an expulsion action, the student's name and the cause for expulsion shall be disclosed in open session.

OPTION 2: In an expulsion action, the student's name shall not be disclosed, but the cause for the expulsion shall be disclosed in open session.

Real Estate Negotiations

Approval of an agreement concluding real estate negotiations shall be reported after the agreement is final. If the Board renders the agreement final, it shall report that approval, the votes or abstentions thereon, and the substance of the agreement in open session at the public meeting during which the closed session is held. If final approval rests with the other party, the Superintendent or designee shall disclose the fact of that approval and the substance of the agreement upon inquiry by any person, as soon as the other party or its agent has informed the district of its approval. (Government Code 54957.1)

Pending Litigation

The Board shall report the following actions related to pending litigation, and the votes or abstentions thereon, at the public meeting during which the closed session is held: (Government Code 54957.1)

1. Approval to legal counsel to defend, appeal or not appeal, or otherwise appear in litigation. This report shall identify the adverse parties, if known, and the substance of the litigation.
2. Approval to legal counsel to initiate or intervene in a lawsuit. This report shall state that directions to initiate or intervene in the action have been given and that details will be disclosed to inquiring parties after the lawsuit is commenced unless doing so would jeopardize the district's ability to serve process on unserved parties or its ability to conclude existing settlement negotiations to its advantage.
3. Acceptance of a signed offer from the other party or parties which finalizes the settlement of pending litigation. This report shall state the substance of the agreement.

If approval is given to legal counsel to settle pending litigation and if final approval rests with the other party or with the court, the district shall report the fact of approval, the substance of the agreement and the vote and abstentions thereon to persons who inquire once the settlement is final. (Government Code 54957.1)

JPA/Self-Insurance Claims

The Board shall report the disposition of joint powers authority or self-insurance claims and the votes or abstentions thereon at the public meeting during which the closed session is held. This report shall include the name of the claimant(s), the name of the agency claimed against, the substance of the claim and the monetary settlement agreed upon by the claimant. (Government Code 54957.1)

Review of Assessment Instruments

Note: Education Code 60617 does not specify reporting requirements for closed sessions related to the review of student assessment instruments. The following optional paragraph reflects the purpose the closed session to allow Board members to review the assessments and draw their individual conclusions.

At the public meeting during which the Board holds a closed session to review student assessment instruments, the Board shall confirm that this review was made. Any actions related to the review shall be taken in open session without revealing any proprietary or confidential information and shall be a matter of public record.

Sausalito Marin City School District

Agenda Item: 11.03

Date: June 10, 2014

☐ Correspondence

☐ Consent Agenda

☐ Reports

☐ General Functions

☐ Pupil Services

☐ Personnel Services

☐ Financial & Business Procedures

☐ Curriculum and Instruction

☒ Policy Development

Item Requires Board Action: ☒

Item is for Information Only: ☐

Item: Board Bylaw (BB) 9322 -- Agenda and Materials

Background:

Last month, this item was brought forward as a first read. This month the board is asked to approve this Board Bylaw.

Fiscal Impact:

Undetermined

Recommendation:

Approve

Prepared for: S. Van Zant

Prepared by: S. Van Zant

Agenda/Meeting Materials

Agenda Content

Governing Board meeting agendas shall state the meeting time and place and shall briefly describe each business item to be transacted or discussed, including items to be discussed in closed session. (Government Code 54954.2)

The agenda shall provide members of the public the opportunity to address the Board on any agenda item before or during the Board's consideration of the item. The agenda shall also provide members of the public an opportunity to testify at regular meetings on matters which are not on the agenda but which are within the subject matter jurisdiction of the Board. (Education Code 35145.5; Government Code 54954.3)

Each meeting agenda shall list the address designated by the Superintendent or designee for public inspection of agenda documents that have been distributed to the Board less than 72 hours before the meeting. (Government Code 54957.5)

The agenda shall specify that an individual should contact the Superintendent or designee if he/she requires disability-related accommodations or modifications, including auxiliary aids and services, in order to participate in the Board meeting. (Government Code 54954.2)

Agenda Preparation

The Board president and the Superintendent, as secretary to the Board, shall work together to develop the agenda for each regular and special meeting. Each agenda shall reflect the district's vision and goals and the Board's focus on student learning.

Any Board member or member of the public may request that a matter within the jurisdiction of the Board be placed on the agenda of a regular meeting. The request shall be submitted in writing to the Superintendent or designee with supporting documents and information, if any, at least one week before the scheduled meeting date. Items submitted less than a week before the scheduled meeting date may be postponed to a later meeting in order to allow sufficient time for consideration and research of the issue.

The Board president and Superintendent shall decide whether a request is within the subject matter jurisdiction of the Board. Items not within the subject matter jurisdiction of the Board may not be placed on the agenda. In addition, before placing the item on the agenda, the Board president and Superintendent shall determine if the item is merely a request for information or whether the issue is covered by an existing policy or administrative regulation.

The Board president and Superintendent shall decide whether an agenda item is appropriate for discussion in open or closed session, and whether the item should be an action item subject to Board vote, an information item that does not require immediate action, or a consent item that is routine in nature and for which no discussion is anticipated.

Any Board action that involves borrowing \$100,000 or more shall be discussed, considered, and deliberated upon as a separate item of business on the meeting agenda. (Government Code 53635.7)

All public communications with the Board are subject to requirements of relevant Board policies and administrative regulations.

Consent Agenda/Calendar

In order to promote efficient meetings, the Board may bundle a number of items and act upon them together by a single vote through the use of a consent agenda. Consent agenda items shall be items of a routine nature and items for which Board discussion is not anticipated and for which the Superintendent recommends approval.

When any Board member requests the removal of an item from the consent agenda, the item shall be removed and given individual consideration for action as a regular agenda item.

The agenda shall provide an opportunity for members of the public to comment on any consent agenda item that has not been previously considered. However, the agenda need not provide an opportunity for public comment when the consent agenda item has previously been considered at an open meeting of a committee comprised exclusively of all the Board members provided that members of the public were afforded an opportunity to comment on the item at that meeting, unless the item has been substantially changed since the committee considered it. (Government Code 54954.3)

Agenda Dissemination to Board Members

At least three days before each regular meeting, each Board member shall be provided a copy of the agenda and agenda packet, including the Superintendent or designee's report; minutes to be approved; copies of communications; reports from committees, staff, citizens, and others; and other available documents pertinent to the meeting.

When special meetings are called, the Superintendent or designee shall make every effort to distribute the agenda and supporting materials to Board members as soon as possible before the meeting.

Board members shall review agenda materials before each meeting. Individual members may confer directly with the Superintendent or designee to ask questions and/or request additional information on agenda items. However, a majority of Board members shall not directly or through intermediaries or electronic means discuss, deliberate, or take action on any matter within the subject matter jurisdiction of the Board.

Agenda Dissemination to Members of the Public

The Superintendent or designee shall mail a copy of the agenda or a copy of all the documents constituting the agenda packet to any person who requests the items. The materials shall be mailed at the time the agenda is posted or upon distribution of the agenda to a majority of the Board, whichever occurs first. (Government Code 54954.1)

If a document which relates to an open session agenda item of a regular Board meeting is distributed to the Board less than 72 hours prior to a meeting, the Superintendent or designee shall make the document available for public inspection at a designated location at the same time the document is distributed to all or a majority of the Board, provided the document is a public record under the Public Records Act. The Superintendent or designee may also post the document on the district's web site in a position and manner

that makes it clear that the document relates to an agenda item for an upcoming meeting. (Government Code 54957.5)

Any document prepared by the district or Board and distributed during a public meeting shall be made available for public inspection at the meeting. Any document prepared by another person shall be made available for public inspection after the meeting. These requirements shall not apply to a document that is exempt from public disclosure under the Public Records Act. (Government Code 54957.5)

Upon request, the Superintendent or designee shall make the agenda, agenda packet, and/or any writings distributed at the meeting available in appropriate alternative formats to persons with a disability, as required by the Americans with Disabilities Act. (Government Code 54954.1)

Any request for mailed copies of agendas or agenda packets shall be in writing and shall be valid for the calendar year in which it is filed. Written requests must be renewed following January 1. Persons requesting mailing of the agenda or agenda packet shall pay an annual fee, as determined by the Superintendent or designee, not to exceed the cost of providing the service of each year. (Government Code 54954.1)

Sausalito Marin City School District

Agenda Item: 11.04

Date: June 10, 2014

☐ Correspondence

☐ Consent Agenda

☐ Reports

☐ General Functions

☐ Pupil Services

☐ Personnel Services

☐ Financial & Business Procedures

☐ Curriculum and Instruction

☒ Policy Development

Item Requires Board Action: ☒

Item is for Information Only: ☐

Item: Board Bylaw (BB) 9323.2 – Actions of the Board

Background:

Last month, this item was brought forward as a first read. This month the board is asked to approve this Board Bylaw.

Fiscal Impact:

Undetermined

Recommendation:

Approve

Prepared for: S. Van Zant

Prepared by: S. Van Zant

BB 9323.2 Board Bylaws

Actions By The Board

The Governing Board shall act by a majority vote of all of the membership constituting the Board, unless otherwise required by law. (Education Code 35164)

An "action" by the Board means: (Government Code 54952.6)

1. A collective decision by a majority of the Board members
2. A collective commitment or promise by a majority of the Board members to make a positive or negative decision
3. A vote by a majority of the Board members when sitting as the Board upon a motion, proposal, resolution, order, or ordinance

The Board shall not take action by secret ballot, whether preliminary or final. (Government Code 54953)

Actions taken by the Board in open session shall be recorded in the Board minutes. (Education Code 35145)

Action on Non-Agenda Items

After publicly identifying the item, the Board may take action on a subject not appearing on the posted meeting agenda under any of the following conditions: (Government Code 54954.2)

1. When a majority of the Board determines that an emergency situation exists, as defined for emergency meetings pursuant to Government Code 54956.5
2. When two-thirds of the members present, or if less than two-thirds of the members are present then by a unanimous vote of all members present, determine that the need to take immediate action came to the district's attention after the agenda was posted
3. When an item appeared on the agenda of, and was continued from, a meeting that occurred not more than five days earlier

Challenging Board Actions

The school attorney's office or any interested person may file an action in court to stop or prevent the Board's violation or threats of violations of the Brown Act, to determine the applicability of the Brown Act to ongoing or future threatened Board actions, to determine the validity, under California or federal law, of any Board rule or action to penalize any of its members or otherwise discourage the member's expression, or to compel the Board to audio record its closed sessions because of its violation of any applicable Government Code provision. (Government Code 54960)

The school attorney or any interested person may present a demand that the Board cure and correct a Board action which he/she alleges is in violation of law regarding any of the following: (Government Code 54960.1)

Open meeting and teleconferencing (Government Code 54953)

1. Agenda posting (Government Code 54954.2)
2. Closed session item descriptions (Government Code 54954.5)
3. New or increased tax assessments (Government Code 54954.6)
4. Special meetings (Government Code 54956)
5. Emergency meetings (Government Code 54956.5)

Any demand to "cure and correct" an alleged violation shall clearly describe the challenged action and the nature of the alleged violation and shall be presented to the Board in writing within 90 days of the date when the action was taken. If the alleged violation concerns action taken in an open session but in violation of Government Code 54954.2 (agenda posting), the written demand must be made within 30 days of the date when the alleged action took place. (Government Code 54960.1)

Within 30 days of receiving the demand, the Board shall do one of the following: (Government Code 54960.1)

1. Cure or correct the challenged action and inform the demanding party in writing of its actions to cure or correct.
2. Determine not to cure or correct the alleged violation and inform the demanding party in writing of its decision to not cure or correct.
3. Take no action. If the Board takes no action within the 30-day review period, its inaction shall be considered a decision not to cure or correct the action.

In addition, the district attorney's office or any interested party may file an action in court to determine the applicability of the Brown Act to any past Board action not specified in Government Code 54960.1, if the following conditions are met: (Government Code 54960.2)

1. Within nine months of the alleged violation, a cease and desist letter is submitted to the Board, clearly describing the past Board action and the nature of the alleged violation.
2. The time for the Board to respond has expired and the Board has not provided an unconditional commitment to cease and desist from and not repeat the past action alleged to have violated the Brown Act.

Sausalito Marin City School District

Agenda Item: 11.05

Date: June 10, 2014

☐ Correspondence

☐ Consent Agenda

☐ Reports

☐ General Functions

☐ Pupil Services

☐ Personnel Services

☐ Financial & Business Procedures

☐ Curriculum and Instruction

☒ Policy Development

Item Requires Board Action: ☒

Item is for Information Only: ☐

Item: Board Bylaw (BB) 9324 Minutes and recordings

Background:

Last month, this item was brought forward as a first read. This month the board is asked to approve this Board Bylaw.

Fiscal Impact:

Undetermined

Recommendation:

Approve

Prepared for: S. Van Zant

Prepared by: S. Van Zant

Minutes and Recordings

The Governing Board recognizes that maintaining accurate minutes of Board meetings provides a record of Board actions for use by district staff and the public. Accurate minutes also help foster public trust that Board actions are occurring in public in accordance with law.

The secretary of the Board shall keep minutes and record all official Board actions. The Board's minutes shall be public records and shall be made available to the public upon request. (Education Code 35145, 35163)

The Superintendent or designee shall distribute a copy of the "unapproved" minutes of the previous meeting(s) with the agenda for the next regular meeting. At the next meeting, the Board shall approve the minutes as circulated or with necessary amendments.

In order to ensure that the minutes are focused on Board action, the minutes shall include only a brief summary of the Board's discussion, but shall not include a verbatim record of the Board's discussion on each agenda topic or the names of Board members who made specific points during the discussion.

The minutes shall include the specific language of each motion, the names of members who made and seconded the motion, and the individual votes of each member, unless the action was unanimous. When a roll call vote is taken, the names and votes of each member shall be listed. Motions or resolutions shall be recorded as having passed or failed. All motions and Board resolutions shall be numbered consecutively from the beginning of each fiscal year.

The minutes shall reflect the names of those individuals who comment during the meeting's public comment period as well as the topics they address.

The minutes shall record which members are present and whether a member is not present for part of the meeting due to late arrival and/or early departure.

Official Board minutes and recordings shall be stored in a secure location and shall be retained in accordance with law.

Any minutes or recordings kept for Board meetings held in closed session shall be kept separately from the minutes or recordings of regular and special meetings. Minutes or recordings of closed sessions are not public records. (Government Code 54957.2)

Recording or Broadcasting of Meetings

The district may tape, film, or broadcast any open Board meeting. The Board president shall announce that a recording or broadcasting is being made at the beginning of the meeting and, as practicable, the recorder or camera shall be placed in plain view of meeting participants.

Any district recording may be erased or destroyed 30 days after the meeting. Recordings made during a meeting are public records and, upon request, shall be made available for inspection by members of the public on a district recorder without charge. (Government Code 54953.5)

Sausalito Marin City School District

Agenda Item: 11.06

Date: June 10, 2014

☐ Correspondence

☐ Consent Agenda

☐ Reports

☐ General Functions

☐ Pupil Services

☐ Personnel Services

☐ Financial & Business Procedures

☐ Curriculum and Instruction

☒ Policy Development

Item Requires Board Action: ☐

Item is for Information Only: ☒

Item: Board Bylaw (BB) 9323 – Meeting Conduct

Background:

Last month, this item was brought forward as a first read. This revised version is being brought to the Board for a second read.

Fiscal Impact:

Undetermined

Recommendation:

Second Read

Prepared for: S. Van Zant

Prepared by: S. Van Zant

Meeting Conduct

Meeting Procedures

All Governing Board meetings shall begin on time and shall be guided by an agenda prepared in accordance with Board bylaws and posted and distributed in accordance the Ralph M. Brown Act (open meeting requirements) and other applicable laws.

The Board president shall conduct Board meetings in accordance with Board bylaws and procedures that enable the Board to efficiently consider issues and carry out the will of the majority.

The Board believes that late night meetings deter public participation, can affect the Board's decision-making ability, and can be a burden to staff. Regular Board meetings shall be adjourned at 10:30 p.m. unless extended to a specific time determined by a majority of the Board. The meeting shall be extended no more than once and subsequently may be adjourned to a later date.

Quorum and Abstentions

The Board shall act by majority vote of all of the membership constituting the Board. (Education Code 35164)

The Board believes that when no conflict of interest requires abstention, its members have a duty to vote on issues before them. When a member abstains, his/her abstention shall not be counted for purposes of determining whether a majority of the membership of the Board has taken action.

If a Board consists of seven members and not more than two vacancies occur on the Board, the vacant position(s) shall not be counted for purposes of determining how many members of the Board constitute a majority. In addition, if a vacancy exists on the Board, whenever any provisions of the Education Code require unanimous action of all or a specific number of the members, the vacant position(s) shall be not be counted for purposes of determining the total membership constituting the Board. (Education Code 35165)

Public Participation

Members of the public are encouraged to attend Board meetings and to address the Board concerning any item on the agenda or within the Board's jurisdiction. So as not to inhibit public participation, persons attending Board meetings shall not be requested to sign in, complete a questionnaire, or otherwise provide their name or other information as a condition of attending the meeting.

In order to conduct district business in an orderly and efficient manner, the Board requires that public presentations to the Board comply with the following procedures:

1. The Board shall give members of the public an opportunity to address the Board on any item of interest to the public that is within the subject matter jurisdiction of the Board, either before or during the Board's consideration of the item. (Education Code 35145.5, Government Code 54954.3)
2. At a time so designated on the agenda at a regular meeting, members of the public may bring before the Board matters that are not listed on the agenda. The Board shall take no action or discussion on any item not

appearing on the posted agenda, except as authorized by law. (Education Code 35145.5, Government Code 54954.2)

~~3. Without taking action, Board members or district staff members may briefly respond to statements made or questions posed by the public about items not appearing on the agenda. Additionally, on their own initiative or in response to questions posed by the public, a Board or staff member may ask a question for clarification, make a brief announcement, or make a brief report on his/her own activities. (Government Code 54954.2)~~

Furthermore, the Board or a Board member may provide a reference to staff or other resources for factual information, ask staff to report back to the Board at a subsequent meeting concerning any matter, or take action directing staff to place a matter of business on a future agenda. (Government Code 54954.2)

4. The Board need not allow the public to speak on any item that has already been considered by a committee composed exclusively of Board members at a public meeting where the public had the opportunity to address the committee on that item. However, if the Board determines that the item has been substantially changed since the committee heard the item, the Board shall provide an opportunity for the public to speak. (Government Code 54954.3)

5. A person wishing to be heard by the Board shall first be recognized by the president and shall then proceed to comment as briefly as the subject permits.

Individual speakers shall be allowed three minutes to address the Board on each agenda or nonagenda item. The Board shall limit the total time for public input on each item to 20 minutes. With Board consent, the president may increase or decrease the time allowed for public presentation, depending on the topic and the number of persons wishing to be heard. The president may take a poll of speakers for or against a particular issue and may ask that additional persons speak only if they have something new to add.

6. The Board president may rule on the appropriateness of a topic. If the topic would be more suitably addressed at a later time, the president may indicate the time and place when it should be presented.

The Board shall not prohibit public criticism of its policies, procedures, programs, services, acts, or omissions. (Government Code 54954.3) In addition, the Board may not prohibit public criticism of district employees.

Whenever a member of the public initiates specific complaints or charges against an employee, the Board president shall inform the complainant that in order to protect the employee's right to adequate notice before a hearing of such complaints and charges, and also to preserve the ability of the Board to legally consider the complaints or charges in any subsequent evaluation of the employee, it is the policy of the Board to hear such complaints or charges in closed session unless otherwise requested by the employee pursuant to Government Code 54957. The Board president shall also encourage the complainant to file a complaint using the appropriate district complaint procedure.

The Board president shall not permit any disturbance or willful interruption of Board meetings. Persistent disruption by an individual or group shall be grounds for the president to terminate the privilege of addressing the Board.

The Board may remove disruptive individuals and order the room cleared if necessary. In this case, members of the media not participating in the disturbance shall be allowed to remain, and individuals not participating in such disturbances may be allowed to remain at the discretion of the Board. When the room is ordered

cleared due to a disturbance, further Board proceedings shall concern only matters appearing on the agenda.
(Government Code 54957.9)

When such disruptive conduct occurs, the Superintendent or designee shall contact local law enforcement.

Recording by the Public

The Superintendent or designee shall designate locations from which members of the public may broadcast, photograph, or tape record open meetings without causing a distraction.

If the Board finds that noise, illumination, or obstruction of view related to these activities would persistently disrupt the proceedings, these activities shall be discontinued or restricted as determined by the Board.

(Government Code 54953.5, 54953.6)

Sausalito Marin City School District

Agenda Item: 11.07

Date: June 10, 2014

☐ Correspondence

☐ Consent Agenda

☐ Reports

☐ General Functions

☐ Pupil Services

☐ Personnel Services

☐ Financial & Business Procedures

☐ Curriculum and Instruction

☒ Policy Development

Item Requires Board Action: ☐

Item is for Information Only: ☒

Item: Board Bylaw (BB) 9310 – Board Policies

Background:

First read for Board Bylaw concerning Board Policies.

Fiscal Impact:

Undetermined

Recommendation:

First Read

Prepared for: S. Van Zant

Prepared by: S. Van Zant

Board Policies

The Governing Board shall adopt written policies to convey its expectations for actions that will be taken in the district, clarify roles and responsibilities of the Board and Superintendent, and communicate Board philosophy and positions to the students, staff, parents/guardians and the community. Board policies are binding on the district to the extent that they do not conflict with federal or state law and are consistent with the district's collective bargaining agreements.

The Board recognizes the importance of maintaining a policy manual that is up to date and reflects the mandates of law. Policies shall be regularly reviewed at a time allocated for this purpose on the agenda of public Board meetings.

The Board shall review certain policies annually, as required by Education Code 35160.5. If no revisions are deemed necessary, the Board minutes shall nevertheless indicate that the review was conducted. Other policies shall be monitored and reviewed as specified in the policy itself or as needed to reflect changes in law or district circumstances.

Policy Development and Adoption Process

The district's policy development process shall include the following basic steps:

1. The Board and/or Superintendent or designee shall identify the need for a new policy or revision of an existing policy. The need may arise from a change in law, a new district vision or goals, educational research or trends, or a change in the superintendency or Board membership. The need may also occur as a result of an incident that has arisen in the district or a recommendation or request from staff or other interested persons.
2. As needed, the Superintendent or designee shall gather fiscal and other data, staff and public input, related district policies, sample policies from other organizations or agencies, and other useful information to fully inform the Board about the issue.
3. The Board may hold discussions during a public Board meeting to gain an understanding of the issue and provide initial direction to the Superintendent or designee. The discussion may include, but not be limited to, how the proposed policy may affect student learning, community expectations, staff recommendations, fiscal impact, as well as the policy's impact on governance and operational efficiency.
4. The Board or Superintendent may request that legal counsel review the draft policy as appropriate.
5. The Superintendent or designee shall develop and present a draft policy for a first reading at a public Board meeting. At its second reading, the Board may take action on the proposed policy. The Board may waive the second reading or may require an additional reading if necessary.

Only policies formally adopted by a majority vote of the Board shall constitute official Board policy.

The district's policy development process may be revised or expanded as needed based on the issue being considered, the need for more information, or to provide greater opportunities for consultation and public input.

Policies shall become effective upon Board adoption or at a future date designated by the Board at the time of adoption.

Board Bylaws

The Board shall prescribe and enforce rules for its own government consistent with state law and regulations. (Education Code 35010)

Bylaws governing Board operations may be developed, adopted, and amended following the same procedures as those used for the adoption or amendment of Board policy.

Administrative Regulations

The Superintendent or designee shall be responsible for developing and enforcing administrative regulations for the operation of the district. Administrative regulations shall be consistent with law and Board policy and shall be designed to promote the achievement of district goals and objectives. Administrative regulations may describe specific actions to be taken, roles and responsibilities of staff, timelines, and/or other necessary provisions. The Superintendent or designee also may develop procedures manuals, handbooks, or other guides to carry out the intent of Board policy.

When Board policies are amended, the Superintendent or designee shall review corresponding regulations to ensure that they conform to the intent of the revised policy. In case of conflict between administrative regulation and Board policy, policy shall prevail.

The Board may review and/or approve regulations for the purpose of ensuring conformity with the intent of Board policy.

Monitoring and Evaluation

At the time a policy is adopted, the Board and Superintendent or designee shall determine whether an evaluation of the policy should be scheduled and, if so, shall agree upon a timeline and measures for evaluating the effectiveness of the policy in achieving its purpose.

Access to Policies

The Superintendent or designee shall ensure that all district employees and the public have access to an up-to-date district policy manual. A public copy of the policy manual shall be maintained at the district central office and at each school site. These copies shall be maintained either electronically or by paper copy.

As necessary, the Superintendent or designee shall notify staff, parents/guardians, students, and other stakeholders whenever a policy that affects them is adopted or revised. He/she may determine the appropriate communications strategy depending on the issue.

Suspension of Policies

No Board policy, bylaw, or administrative regulation, or any portion thereof, shall be operative if it is found to be in conflict with applicable federal or state law or regulations or court decisions. If any portion of a policy is found to be invalid, that invalidity shall not affect other provisions of the policy.

Sausalito Marin City School District

Agenda Item: 11.08

Date: June 10, 2014

☐ Correspondence

☐ Consent Agenda

☐ Reports

☐ General Functions

☐ Pupil Services

☐ Personnel Services

☐ Financial & Business Procedures

☐ Curriculum and Instruction

☒ Policy Development

Item Requires Board Action: ☐

Item is for Information Only: ☒

Item: Board Bylaw (BB) 9320 – Meetings and Notices

Background:

First read for Board Bylaw concerning Meetings and Notices.

Fiscal Impact:

Undetermined

Recommendation:

First Read

Prepared for: S. Van Zant

Prepared by: S. Van Zant

BB 9320 Board Bylaws

Meetings and Notices

Meetings of the Governing Board are conducted for the purpose of accomplishing district business. In accordance with state open meeting laws (Brown Act), the Board shall hold its meetings in public and shall conduct closed sessions during such meetings only as authorized by law. To encourage community involvement in the schools, Board meetings shall provide opportunities for questions and comments by members of the public. All meetings shall be conducted in accordance with law and the Board's bylaws, policies, and administrative regulations.

A Board meeting exists whenever a majority of Board members gather at the same time and place to hear, discuss, or deliberate upon any item within the subject matter jurisdiction of the Board or district. (Government Code 54952.2)

A majority of the Board shall not, outside of an authorized meeting, use a series of communications of any kind, directly or through intermediaries, to discuss, deliberate, or take action on any item that is within the subject matter jurisdiction of the Board. However, an employee or district official may engage in separate conversations with Board members in order to answer questions or provide information regarding an item within the subject matter

jurisdiction of the Board, as long as that employee or district official does not communicate the comments or position of any Board members to other Board members. (Government Code 54952.2)

In order to help ensure the participation of individuals with disabilities at Board meetings, the Superintendent or designee shall provide appropriate disability-related accommodations or modifications upon request in accordance with the Americans with Disabilities Act. (Government Code 54953.2, 54954.1)

Regular Meetings

The Board shall hold one regular meeting each month. Regular meetings shall be held at 6 p.m. on the second Tuesday of each month at the Bayside MLK Jr. Academy library.

At least 72 hours prior to a regular meeting, the agenda shall be posted at one or more locations freely accessible to members of the public and on the district's Internet web site. (Government Code 54954.2)

Whenever agenda materials relating to an open session of a regular meeting are distributed to the Board less than 72 hours before the meeting, the Superintendent or designee shall make

the materials available for public inspection at a public office or location designated for that purpose. (Government Code 54957.5)

Special Meetings

Special meetings of the Board may be called at any time by the presiding officer or a majority of the Board members. However, a special meeting shall not be called regarding the salary, salary schedule, or other compensation of the Superintendent, assistant superintendent, or other management employee as described in Government Code 3511.1. (Government Code 54956)

Written notice of special meetings shall be delivered personally or by any other means to all Board members and the local media who have requested such notice in writing. The notice also shall be posted on the district's Internet web site. The notice shall be received at least 24 hours before the time of the meeting. The notice shall also be posted at least 24 hours before the meeting in a location freely accessible to the public. The notice shall specify the time and place of the meeting and the business to be transacted or discussed. No other business shall be considered at this meeting. (Education Code 35144; Government Code 54956)

Any Board member may waive the 24-hour written notice requirement prior to the time of the meeting by filing a written waiver of notice with the clerk or secretary of the Board or by being present at the meeting at the time it convenes. (Government Code 54956)

Every notice of a special meeting shall provide an opportunity for members of the public to directly address the Board concerning any item that has been described in the meeting notice, before or during the item's consideration. (Government Code 54954.3)

Emergency Meetings

In the case of an emergency situation for which prompt action is necessary due to the disruption or threatened disruption of public facilities, the Board may hold an emergency meeting without complying with the 24-hour notice and/or 24-hour posting requirement for special meetings pursuant to Government Code 54956. The Board shall comply with all other requirements for special meetings during an emergency meeting. (Government Code 54956.5)

An emergency situation means either of the following: (Government Code 54956.5)

1. An emergency, which shall be defined as a work stoppage, crippling activity, or other activity that severely impairs public health and/or safety as determined by a majority of the members of the Board
2. A dire emergency, which shall be defined as a crippling disaster, mass destruction, terrorist activity, or threatened terrorist act that poses peril so immediate and significant that requiring the Board to provide one-hour notice before holding an emergency meeting may endanger the public health and/or safety as determined by a majority of the members of the Board

Except in the case of a dire emergency, the Board president or designee shall give notice of the emergency meeting by telephone at least one hour before the meeting to the local media that have requested notice of special meetings. All telephone numbers provided by the media in the most recent request for notification must be exhausted. If telephone services are not functioning, the notice requirement of one hour is waived and, as soon after the meeting as possible, the Board shall notify those media representatives of the meeting and shall describe the purpose of the meeting and any action taken by the Board. In the case of a dire emergency, the Board president or designee shall give such notice at or near the time he/she notifies the other members of the Board about the meeting. (Government Code 54956.5)

The minutes of the meeting, a list of persons the Board president or designee notified or attempted to notify, a copy of the roll call vote, and any actions taken at the meeting shall be posted for at least 10 days in a public place as soon after the meeting as possible. (Government Code 54956.5)

Adjourned/Continued Meetings

A majority vote by the Board may adjourn/continue any regular or special meeting to a later time and place that shall be specified in the order of adjournment. Less than a quorum of the Board may adjourn such a meeting. If no Board members are present, the secretary or the clerk may declare the meeting adjourned to a later time and shall give notice in the same manner required for special meetings. (Government Code 54955)

Within 24 hours after the time of adjournment, a copy of the order or notice of adjournment/continuance shall be conspicuously posted on or near the door of the place where the meeting was held. (Government Code 54955)

Study Sessions, Retreats, Public Forums, and Discussion Meetings

The Board may occasionally convene a study session or public forum to study an issue in more detail or to receive information from staff or feedback from members of the public.

The Board may also convene a retreat or discussion meeting to discuss Board roles and Public notice shall be given in accordance with law when a quorum of the Board is attending a study session, retreat, public forum, or discussion meeting. All such meetings shall comply with the Brown Act and shall be held in open session and within district boundaries. Action items shall not be included on the agenda for these meetings.

Other Gatherings

Attendance by a majority of Board members at any of the following events is not subject to the Brown Act provided that a majority of the Board members do not discuss specific district business among themselves other than as part of the scheduled program: (Government Code 54952.2)

1. A conference or similar public gathering open to the public that involves a discussion of issues of general interest to the public or to school board members
2. An open, publicized meeting organized by a person or organization other than the district to address a topic of local community concern
3. An open and noticed meeting of another body of the district
4. An open and noticed meeting of a legislative body of another local agency
5. A purely social or ceremonial occasion
6. An open and noticed meeting of a standing committee of the Board, provided that the Board members who are not members of the standing committee attend only as observers relationships.

Individual contacts or conversations between a Board member and any other person are not subject to the Brown Act. (Government Code 54952.2)

Location of Meetings

Meetings shall not be held in a facility that prohibits the admittance of any person on the basis of ancestry or any characteristic listed in Government Code 11135, including, but not limited to, religion, sex, or sexual orientation. In addition, meetings shall not be held in a facility which is inaccessible to individuals with disabilities or where members of the public must make a payment or purchase in order to be admitted. (Government Code 54961)

Meetings shall be held within district boundaries, except to do any of the following:
(Government Code 54954)

1. Comply with state or federal law or court order or attend a judicial or administrative proceeding to which the district is a party
2. Inspect real or personal property which cannot conveniently be brought into the district, provided that the topic of the meeting is limited to items directly related to the property
3. Participate in meetings or discussions of multiagency significance, provided these meetings are held within one of the other agencies' boundaries, with all participating agencies giving the notice required by law
4. Meet in the closest meeting facility if the district has no meeting facility within its boundaries or if its principal office is located outside the district

5. Meet with elected or appointed state or federal officials when a local meeting would be impractical, solely to discuss legislative or regulatory issues affecting the district over which the state or federal officials have jurisdiction
6. Meet in or near a facility owned by the district but located outside the district, provided the meeting agenda is limited to items directly related to that facility
7. Visit the office of the district's legal counsel for a closed session on pending litigation, when doing so would reduce legal fees or costs
8. Attend conferences on nonadversarial collective bargaining techniques
9. Interview residents of another district regarding the Board's potential employment of an applicant for Superintendent of the district
10. Interview a potential employee from another district

Meetings exempted from the boundary requirements, as specified in items #1-10 above, shall still be subject to the notice and open meeting requirements for regular and special meetings when a quorum of the Board attends the meeting.

If a fire, flood, earthquake, or other emergency renders the regular meeting place unsafe, meetings shall be held for the duration of the emergency at a place designated by the Board president or designee, who shall so inform all news media who have requested notice of special meetings by the most rapid available means of communication. (Government Code 54954)

Teleconferencing

A teleconference is a meeting of the Board in which Board members are in different locations, connected by electronic means through audio and/or video. (Government Code 54953)

The Board may use teleconferences for all purposes in connection with any meeting within the Board's subject matter jurisdiction. All votes taken during a teleconference meeting shall be by roll call. (Government Code 54953)

During the teleconference, at least a quorum of the members of the Board shall participate from locations within district boundaries. (Government Code 54953)

Agendas shall be posted at all teleconference locations and shall list all teleconference locations whenever they are posted elsewhere. Additional teleconference locations may be provided to the public. (Government Code 54953)

All teleconference locations shall be accessible to the public. All teleconferenced meetings shall be conducted in a manner that protects the statutory and constitutional rights of the parties or

the public appearing before the Board, including the right of the public to address the Board directly at each teleconference location. (Government Code 54953)

All Board policies, administrative regulations, and bylaws shall apply equally to meetings that are teleconferenced. The Superintendent or designee shall facilitate public participation in the meeting at each teleconference location.

Sausalito Marin City School District

Agenda Item: 11.09

Date: June 10, 2014

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☐ Consent Agenda

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☐ General Functions

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☐ Curriculum and Instruction

☒ Policy Development

Item Requires Board Action: ☐

Item is for Information Only: ☒

Item: Administrative Regulation (AR) 3516.1 – Fire Drills and Fires

Background:

First read for the Administrative Regulation concerning Fire Drills.

Fiscal Impact:

Undetermined

Recommendation:

First Read

Prepared for: S. Van Zant

Prepared by: S. Van Zant

AR 3516.1 Business and Noninstructional Operations

Fire Drills and Fires

Fire Drills

The principal shall cause the fire alarm signal to be sounded at least once every month. (Education Code 32001)

The principal shall also hold fire drills at least once a month at the elementary level, four times every school year at the intermediate level, and not less than twice every school year at the secondary level. (Education Code 32001)

1. The principal shall notify staff as to the schedule for fire drills.
2. Whenever a fire drill is held, all students, teachers and other employees shall be directed to leave the building. (5 CCR 550)
3. Teachers shall ascertain that no student remains in the building.
4. Teachers shall be prepared to select alternate exits and shall direct their classes to these exits whenever the designated escape route is blocked.
5. The principal or designee shall keep a record of each fire drill conducted and file a copy of this record with the office of the Director or designee.

Fires

When a fire is discovered in any part of the school, the following actions shall be taken:

1. The principal or designee shall sound fire signals, unless the school and/or building is equipped with an automatic fire detection and alarm system. (Education Code 32001)
2. The principal or designee shall call 911.
3. All persons shall be directed to leave the building and shall proceed outside to designated assembly areas.
4. Staff shall give students clear direction and supervision and help maintain a calm and orderly response.
5. In outside assembly areas, teachers shall take roll, report missing students, and provide assistance to any injured students.

6. In outside assembly areas, the principal, designee and/or each department head shall account for their staff, report missing staff, and provide assistance to any injured staff.
7. If the fire is extensive, students shall be taken to an alternate location for protective custody until parents/guardians can pick them up or until they can be safely transported to their homes.

Sausalito Marin City School District

Agenda Item: 11.10

Date: June 10, 2014

☐ Correspondence

☐ Consent Agenda

☐ Reports

☐ General Functions

☐ Pupil Services

☐ Personnel Services

☐ Financial & Business Procedures

☐ Curriculum and Instruction

☒ Policy Development

Item Requires Board Action: ☐

Item is for Information Only: ☒

Item: Administrative Regulation (AR) 3516.3 – Earthquake Emergency Procedure System

Background:

First read for the Administrative Regulation concerning Earthquake Emergency Procedures.

Fiscal Impact:

Undetermined

Recommendation:

First Read

Prepared for: S. Van Zant

Prepared by: S. Van Zant

AR 3516.3 Business and Noninstructional Operations

Earthquake Emergency Procedure System

Earthquake Preparedness

Earthquake emergency procedures shall be established in every school building having an occupant capacity of 50 or more students, or more than one classroom, and shall be incorporated into the comprehensive safety plan. (Education Code 32282)

Earthquake emergency procedures shall be aligned with the Standardized Emergency Management System and the National Incident Management System. (Government Code 8607; 19 CCR 2400-2450)

The Director or designee may work with the California Emergency Management Agency and the Seismic Safety Commission to develop and establish the earthquake emergency procedures. (Education Code 32282)

Earthquake emergency procedures shall outline the roles and responsibilities of students and staff during and after an earthquake.

Earthquake emergency procedures shall include, but not be limited to, all of the following: (Education Code 32282)

1. A school building disaster plan, ready for implementation at any time, for maintaining the safety and care of students and staff

2. A drop procedure whereby each student and staff member takes cover under a table or desk, dropping to his/her knees, with the head protected by the arms and the back to the windows

Drop procedures shall be practiced at least once each school quarter in elementary schools and at least once each semester in secondary schools.

3. Protective measures to be taken before, during, and following an earthquake

4. A program to ensure that students and staff are aware of and properly trained in the earthquake emergency procedure system

Staff and students shall be informed of the dangers to expect in an earthquake and procedures to be followed. Students shall be instructed to remain silent and follow directions given by staff in such an emergency. Staff and students also shall be taught safety precautions to take if they are in the open or on the way to or from school when an earthquake occurs.

Earthquake emergency procedures shall designate primary and alternative locations outside of buildings, which may include areas off campus if necessary, where individuals on a school site will

assemble following evacuation. In designating such areas, the Director or designee shall consider potential post-earthquake hazards outside school buildings including, but not limited to, power lines, trees, covered walkways, chain link fences that may be an electric shock hazard, and areas near buildings that may have debris.

Earthquake emergency procedures also shall outline primary and alternative evacuation routes that avoid areas with potential hazards to the extent possible. The needs of students with disabilities shall be considered when planning evacuation routes.

The Director or designee shall consider the danger of a post-earthquake tsunami when developing evacuation routes and locations, including the need to evacuate to higher ground.

The Director or designee shall identify at least one individual within each building to determine if an evacuation is necessary, the best evacuation location, and the best route to that location when an earthquake occurs.

The Director or designee shall identify potential earthquake hazards in classrooms and other school facilities, including, but not limited to, areas where the main gas supply or electric current enters the building, suspended ceilings, pendant light fixtures, large windows, stairwells, science laboratories, storage areas for hazardous materials, shop areas, and unsecured furniture and equipment. To the extent possible, dangers presented by such potential hazards shall be minimized by securing equipment and furnishings and removing heavy objects from high shelves.

Earthquake While Indoors at School

When an earthquake occurs, the following actions shall be taken inside buildings and classrooms:

1. Staff shall have students perform the drop procedure. Students should stay in the drop position until the emergency is over or until further instructions are given.
2. In laboratories, burners should be extinguished, if possible, before taking cover.
3. As soon as possible, staff shall move students away from windows, shelves, and heavy objects or furniture that may fall.

Note: In The ABCs of Post-Earthquake Evacuation: A Checklist for School Administrators and Faculty, the Cal EMA advises that evacuation should never be automatic as there may be as much danger outside the facility as inside, planned routes may not be clear, and lighting inside the building may be shut off.

4. After the earthquake, the principal or designee shall determine whether planned evacuation routes and assembly locations are safe and shall communicate with teachers and other staff.

5. When directed by the principal or designee to evacuate, or if classrooms or other facilities present dangerous hazards that require immediate evacuation, staff shall account for all students under their supervision and shall evacuate the building in an orderly manner.

Earthquake While Outdoors on School Grounds

When an earthquake occurs, the following actions shall be taken by staff or other persons in authority who are outdoors on school grounds:

1. Staff shall direct students to walk away from buildings, trees, overhead power lines, power poles, or exposed wires.
2. Staff shall have students perform the drop procedure.
3. Staff shall have students stay in the open until the earthquake is over or until further directions are given.

Earthquake While on the Bus

If students are on the school bus when an earthquake occurs, the bus driver shall take proper precautions to ensure student safety, which may include pulling over to the side of the road or driving to a location away from outside hazards, if possible. Following the earthquake, the driver shall contact the Director or designee for instructions before proceeding on the route or, if such contact is not possible, drive to an evacuation or assembly location.

Subsequent Emergency Procedures

After an earthquake episode has subsided, the following actions shall be taken:

1. Staff shall extinguish small fires if safe.
2. Staff shall provide first aid to any injured students, take roll, and report missing students to the principal or designee.
3. Staff and students shall refrain from lighting any stoves or burners or operating any electrical switches until the area is declared safe.
4. All buildings shall be inspected for water and gas leaks, electrical breakages, and large cracks or earth slippage affecting buildings.

5. The principal or designee shall post staff at safe distances from all building entrances and instruct staff and students to remain outside the buildings until they are declared safe.
6. The principal or designee shall request assistance as needed from the county or city civil defense office, fire and police departments, city and county building inspectors, and utility companies and shall confer with them regarding the advisability of closing the school.
7. The principal or designee shall contact the Director or designee and request further instructions after assessing the earthquake damage.
8. The Director or designee shall provide updates to parents/guardians of school students and members of the community about the incident, any safety issues, and follow-up directions.

Sausalito Marin City School District

Agenda Item: 11.11

Date: June 10, 2014

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Item Requires Board Action: ☐

Item is for Information Only: ☒

Item: Board Policy (BB) 3580 – School Records

Background:

First read for the Board Policy concerning District Records.

Fiscal Impact:

Undetermined

Recommendation:

First Read

Prepared for: S. Van Zant

Prepared by: S. Van Zant

BP 3580 Business and Noninstructional Operations

School Records

The Governing Board recognizes the importance of securing and retaining school documents. The Director or designee shall ensure that school records are developed, maintained, and disposed of in accordance with law, Board policy, and administrative regulation.

The Director or designee shall consult with school legal counsel, site administrators, school information technology staff, personnel department staff, and others as necessary to develop a secure document management system that provides for the storage, retrieval, archiving, and destruction of school documents, including electronically stored information such as email. This document management system shall be designed to comply with state and federal laws regarding security of records, record retention and destruction, response to "litigation hold" discovery requests, and the recovery of records in the event of a disaster or emergency.

The Director or designee shall ensure the confidentiality of records as required by law and shall establish regulations to safeguard data against damage, loss, or theft.

In the event of any known or reasonably suspected breach of the security of school records containing confidential personal information including, but not limited to, a social security number, driver's license or identification card number, medical information, health insurance information, or an account number in combination with an access code or password that would permit access to a financial account, the Director or designee shall immediately notify local law enforcement agencies and any affected persons. Notification of affected individuals may be delayed if a law enforcement agency determines that the notification would impede a criminal investigation.

The Director or designee shall ensure that employees receive information about the school's document management system, including retention and confidentiality requirements and an employee's obligations in the event of a litigation hold established on the advice of legal counsel.

Safe at Home Program

School public records shall not include the actual addresses of students, parents/guardians, or employees when a substitute address is designated by the Secretary of State pursuant to the Safe at Home program. (Government Code 6206, 6207)

When a substitute address card is provided pursuant to this program, the confidential, actual address may be used only to establish school residency requirements for enrollment and for school emergency purposes.

Sausalito Marin City School District

Agenda Item: 11.12

Date: June 10, 2014

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☒ Policy Development

Item Requires Board Action: ☐

Item is for Information Only: ☒

Item: Board Policy (BB) 3600 – Consultants

Background:

First read for the Board Policy concerning Consultants.

Fiscal Impact:

Undetermined

Recommendation:

First Read

Prepared for: S. Van Zant

Prepared by: S. Van Zant

BP 3600 Business and Noninstructional Operations

Consultants

The Governing Board authorizes the use of consultants to provide expert professional advice or specialized technical or training services which are not needed on a continuing basis and which cannot be provided by school staff because of limitations of time, experience or knowledge. Individuals, firms or organizations employed as consultants may assist management with decisions and/or project development related to financial, economic, accounting, engineering, legal, administrative, instructional or other matters.

As part of the contract process, the Director or designee shall determine, in accordance with Internal Revenue Service guidelines, that the consultant is properly classified as an independent contractor. School employees who perform extra-duty consultant services shall not be retained as independent contractors. They shall be considered employees for all purposes, even if the additional services are not related to their regular duties.

All consultant contracts shall be brought to the Board for approval.

The school shall not contract for consulting services that can be performed without charge by a public agency or official unless these services are unavailable from the public source for reasons beyond the school's control.

All qualified firms or resource persons shall be accorded equal opportunity for consultant contracts regardless of race, creed, color, gender, national or ethnic origin, age or disability.

Independent contractors applying for a consultant contract shall submit a written conflict of interest statement disclosing financial interests as determined necessary by the Director or designee, depending on the range of duties to be performed by the consultant. The Director or designee shall consider this statement when deciding whether to recommend the consultant's employment.

When employees of a public university, county office of education or other public agency serve as consultant or resource persons for the school, they shall certify as part of the consultant agreement that they will not receive salary or remuneration other than vacation pay from any other public agency for the specific days when they work for this school.