

**SAUSALITO MARIN CITY SCHOOL DISTRICT
BOARD MEETING MINUTES
September 26, 2013**

ATTENDANCE

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

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

The agenda order was approved.

CLOSED SESSION

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

RECONVENE TO OPEN SESSION

Open session reconvened at 6:10p.m.

Report Out from Closed Session

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

Pledge of Allegiance

Trustee Thornton led the Pledge of Allegiance.

BOARD COMMUNICATIONS

Trustee Thornton said that she has been visiting the school and volunteering for lunch duty. She said that the quality of the food provided by Conscious Kitchen is wonderful and it's great to see the reaction of the students to the program. She encouraged everyone to visit and volunteer. She was also inspired by her visits to classrooms and she thanked the Principal and Vice Principal for their hard work and dedication. Back- to- School Night was an unqualified success, and parents seem very pleased with the school, she said.

Trustee Newmeyer said that he attended the Boys and Girls Club breakfast where Mark Jackson, the Warriors Coach, gave an uplifting speech.

REPORTS

CSEA Report

Julius Holtzclaw said that the classified staff is happy that CSEA now has a permanent place on the board agenda. School is off to a great start and everyone is glad to see the superintendent play a hands-on role.

Superintendent's Report

Superintendent Van Zant said that the shelves for the library have arrived but unfortunately they are too dark. Forrest Corson is working with the company to see if we can have the right color shelves in place by the next board meeting. Students are involved in many exciting activities and everyone is full of enthusiasm and energy about the new school year, he concluded.

Principal's Report

Principal Norbutas said that we had a smooth start of the new school year. A lot of work went into moving Bayside to 200 Phillips Drive and we all owe a big debt of gratitude to the teachers and staff, especially the custodial staff led by Forrest Corson. As of now, we have 145 students across all grade levels. The new food program has meant a large culture for our school. Students are eating healthier than they ever have at school. Parents have been helping with the cafeteria program and this has helped bring them into our school. We now have parents walking their kids to school and playing games with them in the morning. Community volunteers from First missionary Baptist Church have been here connecting with kids. Our sixth graders have adopted the Marin City marsh and have been helping to clean it as one of many projects that we have planned to create learning opportunities in the community. The new athletic season has begun for the middle school; we had our first cross-country meet yesterday. The entire staff went to the Marin County Office of to hear a talk on generational poverty and its impact on learning – it was very inspirational and validated our efforts to create relationships as the foundation for countering the effects of poverty and fostering an environment conducive to learning.

Trustee Van Alst thanked Mr. Norbutas for his time and energy and said that co-coordinating the Bayside move must have been an enormous task.

Willow Creek Academy Report

Head of School Royce Conner said that enrollment at the charter school stands at 325. Of these, 80 percent come from within the district boundaries and 123 or about 37 percent are residents of Marin City. The school has 104 English Learner students and 34 students who are in Special Education. There are currently 27 students on the waiting list.

School Report

Science Teacher Denise Suto gave a slide show presentation of the students who participated in the Marin city marsh clean-up day.

She also talked about the Eco Top Chef program and said that it is vital to the wellbeing of students to have a program at school that they helped to bring about and grow. She added that the school wanted students to build relationships outside of Marin City so teachers arranged field trips for students to go to farmer's markets, to Cavallo Point and other venues in the county. We now have a mentorship program with Murray Circle restaurant at Cavallo Point and this has led to one of our students wanting to pursue cooking as a career option.

Judi Shils of Kids Growing Green thanked all the staff for helping out with the cafeteria program. Board members in turn thanked her for bringing the conscious Kitchen program to the district.

CONSENT AGENDA

Roll Call Thornton/Newmeyer/3 ayes, 2 absent to approve the following items:

Minutes of Board Meeting, August 13, 2013

Minutes of Board Meeting, August 23, 2013

Minutes of Board Meeting, September 12, 2013

Field Trips

Response to Grand Jury Report Regarding Emergency Preparedness

Superintendent Van Zant explained that the report was directed to all the districts in the county and presented our district's response for approval.

Newmeyer/Thornton/All to approve the district response to the Grand Jury Report – Emergency Preparedness

PERSONNEL

The board reviewed the most recent copy of the Personnel Action Report.

FINANCIAL & BUSINESS

Memorandum of Understanding between the Sausalito Marin City School District and the California School Employees Association Regarding Changes to the Food Service Program

Superintendent Van Zant said that the implementation of the Conscious kitchen will require more of an investment from the district. We are currently working with CSEA to see how the program will work out in terms of needed personnel. In the meantime this is a stop-gap measure until we have a better handle on what is needed.

Thornton/ Newmeyer/ All to approve the Memorandum of Understanding between the Sausalito Marin City School District and the California School Employees Association Regarding Changes to the Food Service Program

FACILITIES

Director of Maintenance and Operations Forrest Corson said that landscaping work around the new structures started later than scheduled. He hopes that the work will be done by November. The placement of play structures has begun and should be completed by October 14.

On the "reduce, reuse and recycle" front, garbage from kitchen has been reduced from 20 bags to 5 bags a day.

Construction Change Orders

Construction Change Order 1 – Civil Improvement Project /Electrical Scope

Construction Change Order 2 – New Classrooms – Modular Building Contract

Construction Change Order 1 – Civil Improvement Project

Superintendent Van Zant said that some of the information regarding these change orders was only given to us today so the board has not had a chance to examine the issues raised.

Trustee Newmeyer said that in light of this information, he would like to delay the board's decision on the orders. Trustee Van Alst said that there are many unanswered questions and it would be helpful to have those answered before a vote.

The board decided to take up the matter of these change orders at a future date.

Payment of Warrants

Newmeyer/Thornton/All to approve the payment warrants

Administrative Staff Evaluations

Superintendent Van Zant explained that he would like to institute his own system for evaluating the work of administrative staff and asked the board to approve the process as outlined in the board packet.

Newmeyer/Thornton/All to approve the Administrative Staff Evaluation Procedure

Marin Community Foundation Arts Grant

Superintendent Van Zant said that he is very pleased to present the documents for this grant to the board and hopes that this reading will allow the board to have a better understanding of the nature of any grants that we may receive in the future.

Thornton/Newmeyer/All to approve the renewal of the Arts Grant.

POLICY DEVELOPMENT

Board Policy 0210 – Philosophy, Goals, Objectives and Comprehensive Plans: Equity

Superintendent Van Zant said that a statement regarding equity is more in the nature of a policy and a statement of the district's beliefs and may require several readings. He asked for board feedback on the statement as presented.

Trustee Newmeyer said that for him equity means getting students what they need to succeed, regardless of the school they attend. At Willow Creek Academy, test scores vary greatly by race and this is a major equity issue.

Trustee Van Alst said that she hopes all board members will respond and make comments during the next board meeting.

BP 6153 – Field Trips – This policy was brought to the board for a first reading.

BP 3541.1 – School Related Trips – Transportation by Private Automobile or Private Bus Lines

Thornton/Newmeyer/All to approve the board policy regarding school related trips, adding a requirement to request a copy of each driver's license on district forms.

BP and AR 0420.4 – Charter Schools

BP 0420.41 – Charter School Oversight

BP 0420.42 – Charter School Renewal

BP 0420.43 – Charter School Revocation

Newmeyer/Thornton/All to approve board policies and administrative regulations 0420.4, 0420.41, 0420.42 and 0420.43

BP and AR 3270 – Sale and Disposal of Books, Equipment and Supplies

Newmeyer/Thornton/All to approve BP and AR 3270

BP and AR 3280 – Sale or Lease of District-Owned Real Property

Newmeyer/Thornton/All to approve BP and AR 3280

FUTURE PLANNING/ACTION ITEMS

Board Meeting, October 24

Construction update

Update on the Annex building

ADJOURNMENT

Newmeyer/Thornton/All to adjourn the meeting.

The meeting was adjourned at 7:15 p.m.

 11/13/13

Signature/Date



Title