

**SAUSALITO MARIN CITY SCHOOL DISTRICT
SAUSALITO, CALIFORNIA**

**BOARD OF TRUSTEES
REGULAR MEETING
MINUTES**

January 22, 2009

REGULAR SESSION: 7:05 PM
PUBLIC HEARING: 7:43 PM
RESUME REGULAR SESSION: 7:48 PM

MEMBERS PRESENT:

Mark Trotter, President
Shirley Thornton
Karen Benjamin
William Ziegler

Debra A. Bradley, Superintendent and Secretary to the Board

Others Present: Jessica Mullins, Yvonne West, Mary DeMund, Ellen Franz, Stephen Roatch of Roatch Accountancy Corporation, Carol Cooper, Forest Benjamin, Harold Oden, Doug Lloyd, Orlando Lobo, Jim Scullion, Sabrina Geshay, Merrit Jones, Clark Warden, Fran Nelson, Margaret Bonardi and Kathy Blazei taking notes.

President, Mark Trotter, called the meeting of the Marin City School District Board of Trustees to order at 7:05 p.m.

Call to Order

Trustee Thornton led the Pledge of Allegiance.

Pledge of Allegiance

M/s/c Ziegler/Thornton/all to:

Agenda Order

- Make the following corrections to the agenda: Agenda Item #15 should state that the effective date of the resignation of Trustee, Whitney Hoyt, is January 10, 2009, not January 7, 2008 and Agenda Item #37 should state letter dated January 15, 2009, not January 15, 2008.
- Amend Agenda Item # 30. The number of students attending has been reduced from the entire classes of grades 7 & 8 to 13 students. The number of teachers/adults has been reduced to 1, Debra Moore. (per call from Debra Moore 01/22/09)
- Note that there will be no Principal's Report due to illness.
- And approve remaining agenda order

Ms. Mary DeMund suggested looking to election results as resource for a person to fill the board vacancy.

Public Comment

Ms. Merritt Jones, who will have a child in kindergarten at Willow Creek Academy (WCA) in the fall, expressed support for a second kindergarten in the fall at WCA. President Trotter directed her to the WCA Board.

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EDUCATION

Business Manager, Margie Bonardi, reviewed the monthly enrollment report showing gains and losses to the District:

	<u>December 1</u>	<u>January 15</u>
• Bayside Elementary School	135	133
• Martin Luther King, Jr. Academy	34	32
• Willow Creek Academy	147	145

No report.

Superintendent Bradley read comments from Megan Bolduc, reporting for School Site Council/PTSA.

Head of School Cooper's report for Willow Creek Academy included the following:

- Harold Oden was thanked for making TV viewing of the presidential inauguration possible for students
- In the spirit of service voiced by President Obama, the Point Bonita YMCA has received a grant from All State Insurance to restore the Willow Creek. Students will participate in the project, including receiving leadership and research training. The project will take place over the next year and a half.

Superintendent Bradley presented and reviewed Resolution No. 594, Approving Behavioral Intervention Plans [Hughes Bill] Mandated Cost Claim Settlement.

The Behavioral Intervention Plans [Hughes Bill] Mandated Cost Claim Settlement settles the test claim CSM-4464 initiated by San Diego Unified School District, Butte County Office of Education, and San Joaquin County Office of Education, and the related Sacramento Superior Court case, case No. 03CS01432, regarding reimbursement for costs associated with behavioral intervention plans required by the Hughes Bill statute and regulations under state law. If approved, it ends a fourteen-year dispute with the State of California regarding funding for state behavioral intervention plan requirements that are in excess of federal law. The settlement provides \$520 million in reimbursement for past costs associated with behavioral intervention plans and \$65 million annually for ongoing costs. The Legislature's obligation to fund the settlement is contingent on 85% of all districts, county offices of education, and special education local plan areas constituting 92% of statewide ADA waiving their rights to file additional mandated cost claims on the current Hughes Bill statute and regulations.

The District's total reimbursement in the amount of \$3,139.50 would be paid over several years beginning in 2011.

M/s/c Roll Call Ziegler/Benjamin Ayes 4 Noes 0 to approve Resolution No. 594, Approving Behavioral Intervention Plans [Hughes Bill] Mandated Cost Claim Settlement, and waive rights to file any claim regarding the Hughes Bill statute and regulations in the future

EDUCATION

Enrollment Report

Principal's Report –
Bayside Elementary
and MLK, Jr. Academy

School Site
Council/PTSA Report

Willow Creek
Academy's Report

Resolution No. 594

Superintendent Bradley presented a State Teachers Retirement System (STRS) Waiver Request for an Interim Principal.

STRS Waiver Request

M/s/c Thornton/Trotter/all to approve a State Teachers Retirement System (STRS) Waiver Request for an Interim Principal.

Superintendent Bradley, responding to questions from Trustee Benjamin, clarified that the District has no employees credentialed in this capacity for a middle school and that, with the waiver, Ms. Storek would be available from 8:00 am to 1:00 pm, 5 days/week.

WCA Head of School Carol Cooper and Superintendent Debra A. Bradley attended a meeting on December 18, 2008 at the Marin Community Foundation (MCF). Among others in attendance, was Mr. Tom Peters, President and CEO of the Marin Community Foundation.

Marin Community
Foundation Arts
Education
Demonstration Project

At the meeting, they learned that the schools of Sausalito Marin City School District – Bayside Elementary, Martin Luther King, Jr. Academy and Willow Creek Academy - were invited to submit a Planning to Plan Proposal leading to a full Project plan for an integrated arts education program.

The Project would be funded over multiple years with resources for professional development for classroom teachers, appropriate arts materials and resident artists. The total amount of funding has not been identified but there are resources for the development of the planning proposal. Among the outside providers being considered as artistic partners are California Poets in the Schools and Youth in Arts. As one of the requirements, the District must agree to provide a classroom for art instruction.

Staff recommends the Board support a dedicated classroom for art instruction. The facility would be a shared space between students of Bayside Elementary and Willow Creek Academy.

The new Martin Luther King, Jr. Academy will have a music/art room for its own dedicated arts area.

Discussion/Action

Superintendent Bradley reviewed that the Marin Community Foundation project would be funded over five years with artists in residence for all schools, training for all teachers over the summer and funding for supplies.

Additionally, The Purple Crayon Arts Studio in San Francisco will be donating all their supplies and equipment to the District due to closing their doors. A meeting is planned in early February with a consultant to discuss what model arts programs would look like. There will be work sessions to launch the art project in the fall of 2009, integrated into the core curriculum. The caveat is that the District must commit to a dedicated arts room; a shared space between Bayside Elementary and WCA on the Bayside campus is acceptable. Martin Luther King, Jr.

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Academy will have its own space in the new middle school. 'Planning to Plan' must be completed by early April.

Trustee Ziegler suggested a press release and promotion of the program to parents. Superintendent Bradley recommended waiting until there was a written commitment from the MCF, anticipated as early as February.

Trustee Thornton shared that MCF has had a similar program in place in the Larkspur School District and that their superintendent is still very excited about the program.

Trustee Ziegler asked whether additional personnel would be needed and what expenses the District might incur. Superintendent Bradley reported that Youth in Arts has artist resources and that they would probably look at local community artists if appropriate. The District would not necessarily be the hiring agent. Also, the District may receive funds for supplies, equipment and professional development.

Trustee Benjamin asked for a clarification that there would be two dedicated art rooms. Superintendent Bradley answered, yes, one on each campus, Bayside/WCA and MLK. She also clarified that all three schools are represented in planning and that both she and Ms. Cooper were looking for persons to participate.

M/s/c Thornton/Benjamin/all to commit to a dedicated art room to be shared by Bayside Elementary School and Willow Creek Academy.

CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION (CSEA)

CSEA

Referencing the proposal CSEA presented in October, Superintendent Bradley sunshined the District's proposed initial contract proposal 2008/2009 for active employees. The District proposes to open on the following activities:

- Article XI: Leaves
- Appendix A: Job Descriptions

The District also recognizes the need to negotiate benefits and salary and to update language in both articles.

Trustee Ziegler asked when negotiations would occur, who would conduct them and what the scope of work would be. Superintendent Bradley reported that the District has a contractual relationship this year, an attorney who negotiates on behalf of the District with both SDTA and CSEA. A closed session discussion with the Board and legal counsel is planned in February. Both Superintendent Bradley and Margie Bonardi are available for the negotiators.

Board President, Mark Trotter, opened the meeting to public comment at 7:43 p.m. prior to adopting District's proposed initial 2008/2009 proposal to the California School Employees Association (CSEA).

Mr. Doug Lloyd asked for clarification that the contract is for 2008/2009. Superintendent Bradley answered, yes. There being no further public comment, the public hearing was closed.

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M/s/c Thornton/Ziegler/all to accept the District's initial 2008/2009 proposal to the California School Employees Association for active employees.

BUDGET

Mr. Stephen Roatch, Stephen Roatch Accountancy Corporation, reviewed the District Annual Financial/Audit Report for Year End June 30, 2008, including the financial and performance audits for Bond Fund #21. He reported that the District had received the best opinion possible for several years. He highlighted:

- Pages 14/15: Balance of all funds of the District which answers the question of whether a District is better off this year than last (Gatsby 34)
- Page 57: There were no adjustments to the general fund
- Page 58: A change in the fund balance shows an increase over the past two years
- A 14.9% Reserve: Prudent to have more reserve than required 5%
- Slight growth in ADA
- Long Term Debt: Certificate of Participation (COPS) and general obligation bond
- Page 70: One finding-shift due to timing; one finding on the after school program - last year records were audited by the State, but lost by the end of the year

Superintendent Bradley reported that Youth in Arts would be monitoring this year's attendance records.

Mr. Roatch reported that the District's efforts are at an appropriate level for its size.

With regarding to the financing corporation, Mr. Roatch reported that one timing adjustment had been made and that there had been no negative comments.

M/s/c Ziegler/Benjamin/all to accept the audit reports

WCA Director, Clark Warden, reported:

- Increase in public funding of \$56,301 from the original adopted budget
- No employee increases
- The net revenue increased
- The 150 ADA budgeted is slightly down, about 146. When ADA is down, WCA loses some funding, but if ADA is higher, the amount remains the same.

Margie Bonardi reported that the due date for the P1 was January 15.

Clark Warden reported that the WCA Annual Financial/Audit Report for Year End June 30, 2008 was unqualified. He noted that there had been one audit exception and that a P2 adjustment would be made this year.

Carol Cooper reported that the enrollment process is becoming cleaner

BUDGET

District Annual Financial/Audit Report for Year End June 30, 2008

WCA First Interim Report Discussion

WCA Annual Financial/Audit Report for Year End June 30, 2008

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as staff has learned how to use the Aeries software program.

M/s/c Thornton/Benjamin/all to accept the Willow Creek Academy Annual Financial/Audit Report for Year End June 30, 2008

Clark Warden, Willow Creek Academy Treasurer, presented WCA financial reports for November and December 2008. He requested that future board packets include: Balance Sheet, Cash Flow Report and condensed Income Statement.

WCA Financial Report

Mr. Clark reported that the cash balance is used to track where WCA is going; so far, there has been nothing untoward. The budget assumes 150 ADA and a block grant of \$811,718.

President Trotter reported that Charters are looking at \$400/ADA cuts in the State budget.

M/s Ziegler/Benjamin/all to accept WCA's financial reports

Margie Bonardi reported that WCA had submitted its First Interim Report on time and that the report had been reviewed by both the Marin County Office of Education and herself. Using P1 attendance figures, WCA's block grant is over budgeted by \$17,000.

She reported the current State budget projections would cut Charters by \$300/ADA in the current year plus additional cuts of \$200/ADA (in addition to this year's cut) next year but that there was no cut to the categorical block grant.

Trustee Ziegler asked whether the District would be cut too. Ms. Bonardi reported that the District loses in categorical programs, and that most of those funds are committed to contracts and employee salaries. Trustee Ziegler concluded that the District can't get back money it's already spent.

Ms. Bonardi indicated that next year WCA will have to reduce its budget. Trustee Ziegler asked if there were areas that can be looked at to not spend in the current year. Mr. Warden responded the most expenses are incurred early in the year.

Trustee Thornton noted that County Superintendent of Schools, Mary Jane Burke, was suggesting that districts will have to go into their reserves.

VACANCY AND APPOINTMENT TO THE BOARD OF EDUCATION

Superintendent Bradley distributed and reviewed the revised proposed timeline. A new board member provisional appointment must be completed by March 16, 2009. She noted a 30 day timeframe for the public to protest from the date of Board action; the new board member is seated during the 30 days. If the Board takes no action by March 16, 2009, the County can appoint. The timeline projects the use of an application process and publicizing the vacancy.

VACANCY AND APPOINTMENT TO THE BOARD OF EDUCATION

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M/s/c Thornton/Ziegler/all to accept the resignation of Trustee, Whitney Hoyt, effective January 10, 2009

Resignation of Board Trustee

The Board reviewed current Bylaw 9222 Resignation.

BB 9222 Resignation

The Board reviewed current Bylaw 0223 Filling Vacancies.

BB 9223 Filling Vacancies

M/s/c Thornton/Benjamin/all to approve the revised proposed timeline to fill the Board vacancy.

Timeline to Fill Board Vacancy

M/s/c Thornton/Benjamin/all to advertise and accept applications for the vacancy rather than call for a special election

Trustees Thornton and Ziegler offered to be the committee.

Committee to Ensure Applicant Eligibility for Board Membership

Ms. Nancy Johnson asked whether former Board member, Tom Clark, who had the next highest community vote following Ms. Benjamin and Mr. Ziegler in November's election, could be taken into consideration. She presented the Board with a petition for same from community members.

Superintendent Bradley clarified the Mr. Clark could apply for the vacancy but that the Board must follow procedure established by its Bylaws in the year 2000.

M/s/c Trotter/Benjamin/all to form a committee of Trustees Thornton and Ziegler to ensure applicant eligibility for Board membership (BB 9223)

Applications are due by the close of business at 4:30 p.m. on February 19. The committee will review applications on February 23. Applicants will be interviewed by the Board in public at a special meeting Thursday, February 26 at 5:30 p.m.

FACILITIES

The Director of Facilities and Operations' Report included the following information:

- 1) Completed maintenance work during holiday break
 - A) Deep cleaned all restrooms
 - B) Maintenance on waterless urinals (all sites)
 - C) Shampooed carpets in the main office (Bayside)
 - D) Shampooed carpets in room 2 (MLK)
 - E) Cleaned all outside garbage cans
- 2) Maintenance repairs
 - A) Repaired electrical short in Room 11 (Bayside)
 - B) Repaired lights on pole by Multipurpose Building (safety)

FACILITIES

Director of Facilities and Operations' Report

CONSENT AGENDA

CONSENT AGENDA

M/s/c Roll Call Thornton/Ziegler/ Ayes 4 Noes 0 to approve or accept the following:

- Minutes of the regular meeting of August 28, 2008
- Minutes of the organizational and regular meetings of 12/11/08
- Minutes of the Facilities Sub Committee meeting of 12/18/08
- Minutes of the Facilities Sub Committee meeting of 01/08/09
- Business/Personnel Manager's Report: Distribution of Certificated Seniority List
- Payment of warrants under:
 - Batch 43 Fund 01 in the amount of \$132,240.45
 - Batch 43 Fund 13 in the amount of \$2,884.81
 - Batch 43 Fund 21 BOND in the amount of \$65,912.79
 - Batch 44 Fund 01 in the amount of \$34,740.09
 - Batch 44 Fund 13 in the amount of \$2,086.22
 - Batch 44 Fund 21 BOND in the amount of \$882,874.19
 - Batch 45 voided
 - Batch 46 Fund 01 in the amount of \$55,740.64
 - Batch 46 Fund 13 in the amount of \$2,084.36
 - Batch 47 Fund 01 in the amount of \$67,152.24
 - Batch 47 Fund 13 in the amount of \$324.00
 - Batch 47 Fund 21 BOND in the amount of \$447.76
 - Batch 47 Fund 40 in the amount of \$1616.25
 - Batch 48 Fund 01 in the amount of \$9,100.76
 - Batch 48 Fund 21 BOND in the amount of \$35,626.84
- Quarterly Report: Williams Act
- Field Trip: **Destination:** Muir Woods **Address:** Mount Tam Highway, Mill Valley **Date:** 01/27/09 **Teachers:** Cassidy/Horn **Grades:** 2 & 6
- Field Trip: **Destination:** Muir Woods **Address:** Mount Tam Highway, Mill Valley **Date:** 02/05/09 **Teachers:** Scullion/Caldwell **Grade:** 1
- Field Trip: **Destination:** Marin Theatre Company **Address:** Mill Valley, CA **Date:** 02/14/09 **Teacher:** Moore **Grades:** 13 students from grades 7 & 8
- MLK MS Project change order #6 approved for \$10,722

ADMINISTRATIVE AND EXTERNAL

**ADMINISTRATIVE
AND EXTERNAL**

The Board conducted a first reading of proposed new Board Policy 7310 Naming a Facility. Trustee Ziegler thought that the policy, based on the CSBA sample policy, was broad and suggested that he would look for supplemental guidelines to discuss with the Board before finalizing. A second reading and action will be agendized at a future meeting.

BP 7310 Naming a Facility

President Trotter and Superintendent Bradley reported attending a meeting regarding the MLK ball field. Because the field is lighted, it seems to generate a lot of interest. They are hopeful of reviving Little League discussions and may have more to report in February.

President's Report

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President Trotter and Trustee Thornton reported attending the Joint Legislative Action Committee (JLAC) seminar in Sacramento in January. They observed that the seminar conveyed doom and gloom on finances; the Governor was trying to convince Legislators to do their job; attendees were stressed; Legislators didn't seem to hear what educators need and were instead status quo. Trustee Thornton summarized that the citizenry needs to keep up the demand to act; she thought the 1% sales tax should be supported because it will go to education. They both left Sacramento not feeling good at all.

Board Reports

Fran Nelson asked if the PTSA could ask parents to appeal to their legislators. Trustee Benjamin suggested PTSA might draft letter for parents to sign.

Superintendent Bradley shared an invitation from the George Lucas Educational Foundation (GLEF) for two participants per school per district to attend a seminar to enhance the understanding of digital learning opportunities on Saturday, February 28, 2009, 8:30 am to 12:00 p.m. at Big Rock Ranch.

Superintendent's
Report

CORRESPONDENCE

Superintendent Bradley noted two documents:

- Letter dated December 30, 2008 from Orlando Lobo, Board President for Willow Creek Academy regarding request for Proposition 39 Facilities for the 2009/2010 school year
- Letter dated January 15, 2008 from Dr. Debra A. Bradley regarding Willow Creek Academy request for facilities for the 2009/2010 school year

Mr. Lobo expressed an interest for WCA to meet with the District Facilities Subcommittee to master plan for 3, 5 and 7 years, which he believes preferable to looking at space year by year or month by month.

When President Trotter expressed concern for meeting deadlines for the 2009/2010 school year, Mr. Lobo responded that he thought the District and WCA have an option to extend the deadline for facilities. Superintendent Bradley will check.

It was agreed that a meeting would be scheduled Friday, January 30 with the Facilities Sub-Committee, which would include a proposed agreement to extend the deadline if possible and begin master planning discussions.

Trustee Thornton made special note of the new Fireside Apartments' estimate of full occupancy late February; and the potential for 20-27 students from that property.

A letter dated January 15, 2009 to Mr. Mark Trotter, President, from the Marin County Office of Education regarding their completed review and analysis of the District's First Interim Report was also included in the Board packet under correspondence.

M/s/c Thornton/Benjamin/all to adjourn at 8:58 p.m.

CORRESPONDENCE

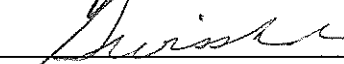
ADJOURNMENT

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Clerk  Date 2/26/09

Secretary  for Kathy Blazie

FUTURE BOARD MEETING DATES

All meetings are held at the District Office, 630 Nevada Street, Sausalito at 7:00 pm unless otherwise noted. *The first meeting date of each month will be allocated to, additional special meetings on bond and facilities issues, special meetings, community forums, etc. as needed. The only or second meeting date of each month will be allocated to regular board meetings.

February 26	One meeting in February due to mid-winter recess
March 12*	
March 26	
April 23	One meeting in April due to spring recess
May 14*	
May 21	
June 11	Two meetings in June
June 23	Tuesday
July 23	One meeting due to summer break
August 13*	
August 27	
September 10*	
September 24	
October 8*	
October 22	
November 19	One meeting in November due to holidays
December 10	One meeting in December due to holidays

FUTURE BOARD MEETING DATES

UPCOMING EVENTS/IMPORTANT DATES

January 26	Professional Development-Student Free Day
February 7-March 6	Scholastic Book Fair – School Library
February 16-20	Winter Recess
February 16 & 20	Classified in Lieu Holidays
March 4	Superintendents and Boards Dinner Meeting, Marin County Office of Education
March 16/17	Parent Teacher Student Conferences, Minimum Day-Bayside
March 25	Mayors' Council Dinner Meeting for Boards/Superintendents, Tiburon
April 4-7	NSBA Annual Conference, San Diego
April 6-7	Parent Teacher Student Conferences and Minimum Day – MLK
April 13-17	Spring Recess
April 17	Classified In Lieu Holiday
April 20-May 18	STAR Testing

UPCOMING EVENTS/IMPORTANT DATES

FUTURE CHARTER SCHOOL BOARD MEETING DATES

All meetings are held at Willow Creek Academy campus at 6:30 pm unless otherwise noted.

February 11, 2009 2nd Wednesday due to holiday

FUTURE CHARTER SCHOOL BOARD MEETING DATES

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March 18, 2009

April 8, 2009 2nd Wednesday due to holiday

May 20, 2009

June 17, 2009