

**SAUSALITO MARIN CITY SCHOOL DISTRICT  
BOARD OF TRUSTEES REGULAR MEETING AGENDA**

**BOARD OF TRUSTEES**

Thomas Newmeyer, President; Mark Trotter, Vice President; Karen Benjamin, Clerk;  
Shirley Thornton, Ed.D.; William J. Ziegler

**SUPERINTENDENT**

Valerie Pitts, Ed.D.

**May 24, 2012**

**5:00 PM**

**Meeting Location: 200 Phillips Drive, Marin City**

Discussion (D); Action (A)

**CALL TO ORDER 5:00 PM**

- 1. APPROVAL OF AGENDA ORDER (A)**
- 2. PERSONS WISHING TO ADDRESS THE BOARD PRIOR TO CLOSED SESSION (D)**
- 3. RECESS TO CLOSED SESSION TO CONSIDER AND/OR TAKE ACTION UPON ANY OF THE FOLLOWING ITEM(S) (D/A)**
  - A. With respect to every item of business to be discussed in Closed Session pursuant to GC Section 54957: **Public Employees – Administrative Contracts**
  - B. With respect to every item of business to be discussed in Closed Session pursuant to GC Section 54956.8: **Lease Agreements and Service Contracts**
  - C. With respect to every item of business to be discussed in Closed Session pursuant to GC Section 54957.6: **Negotiations, SDTA**

**RECONVENE TO OPEN SESSION 5:30 PM**

- 4. Announcement of Reportable Action Taken in Closed Session**

**STUDY SESSION**

- 5. Discussion of Isolation and Race Issues (D)**

**REGULAR SESSION 6:45 PM**

- 6. Pledge of Allegiance**

Entire board packet on [www.sausalitomarincityschools.org](http://www.sausalitomarincityschools.org) under School Board

**7. PERSONS WISHING TO ADDRESS THE BOARD PRIOR TO OPEN SESSION (D)**

The Sausalito Marin City School Board of Trustees welcomes and values public input and participation. School board meetings are meetings of the Board of Trustees held in public and as such, public input is structured to ensure efficiency and respect for meeting protocols. Public input rules are posted at meetings.

**RECOGNITION**

- 8. **District Outstanding Teacher of the Year:** Ms. Susan Cassidy, Fifth Grade Teacher
- 9. **District Outstanding Classified Employee of the Year:** Ms. Shakona Bowie, Paraprofessional
- 10. **MLK First Place Winners of the Marin Eco Top Chef Competition**

**FACILITIES**

- 11. **Discussion of Facilities Bond/Community Input (D)**

**REPORTS**

- 12. **Trustee Reports (D)**  
Members of the school board will report on activities and information they wish to share. The Board may request that items be agendaized and researched for presentation at future meetings.
- 13. **Superintendent's Report (D)**
- 14. **Principal's Report (D)**
- 15. **Head of School's Report (D)**

**PROVIDE SAFE, HEALTHY, POSITIVE LEARNING ENVIRONMENTS**

- 16. **After School Program Report – Year End (D)**
- 17. **Required Update to Tobacco Free Schools and Tobacco Policies (A)**
  - A. **Board Policy/Administrative Regulations 3513.3-Tobacco-Free Schools**
  - B. **Board Policy 5131.62-Tobacco**

**MAINTAIN SOUND FISCAL DISCIPLINE AND OPERATIONS**

- 18. **District Budget 2012/2013: Governor's May Revise Proposals and District Multi-Year Projections (D)**

Entire board packet on [www.sausalitomarincityschools.org](http://www.sausalitomarincityschools.org) under School Board

## **19. Willow Creek Academy 2012/2013 Preliminary Budget (D)**

### **CONSENT AGENDA**

The purpose of the Consent Agenda is to group items which may be approved routinely. A board member or a member of the audience may request removal of an item for discussion. (A-Roll Call)

20. Consolidation of Election: Approval of Resolution #661 proposing an election be held in its jurisdiction; requesting the Board of Supervisors to consolidate with any other election conducted on November 6, 2012; and requesting election services by the registrar of voters.
21. Approval of the minutes of the regular meeting of April 19, 2012
22. Approval of the minutes of the special meeting of April 21, 2012
23. Approval of the minutes of the special meeting of April 26, 2012
24. Approval of the minutes of the special meeting of May 10, 2012
25. Approval of Payments of Warrants
26. Approval of the Extension of Agreement of Participating School Districts in Marin Re: Interdistrict Attendance Agreements
27. Approval of the Marin Schools Insurance Authority (MSIA) Joint Powers Authority (JPA) Agreement
28. Approval of the County Wide Expulsion Plan 2012

### **ADJOURNMENT**

#### **FUTURE BOARD AGENDA ITEMS**

Consolidated Application Part 1  
Authorizations to Sign  
Strategic Priorities Review

#### **SAVE THE DATES**

##### **Future District Meeting Dates**

All meetings are held at the District Office, 200 Phillips Drive, Marin City at 7:00 p.m. unless otherwise noted. \*The first meeting date of each month will be allocated to additional special meetings on facilities issues, special meetings, community forum, etc. as needed. The only or second meeting date of each month will be allocated to regular board meetings.

June 14	Two meetings in June
June 28	
July 26	One July meeting due to Summer Break

Entire board packet on [www.sausalitomarincityschools.org](http://www.sausalitomarincityschools.org) under School Board

August 9\*  
 August 23  
 September 13\*  
 September 27  
 October 11\*  
 October 25  
 November 15                      Third Thursday; one November meeting due to Holidays  
 December 6\*                      First Thursday due to Holidays  
 December 13                      Second Thursday due to Holidays

#### **Future Charter School Board Meeting Dates**

Meetings are open to the public and generally held on the school campus, 33 Buchanan Street, Sausalito. With the exception of the December meeting, meetings are held on the 3<sup>rd</sup> Wednesday of the month at 6:30 p.m.  
 June 20

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

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

#### **Sausalito Marin City School District Board Meeting Procedures**

Agendas are posted at the District Office and at Martin Luther King, Jr. Academy, both located at 200 Phillips Drive, Marin City. An agenda is also posted at Bayside Elementary School, 630 Nevada Street, Sausalito. Agendas are posted at least 72 hours in advance of a regular board meeting. All board meetings are conducted according to Education Code 35145.5 and District Board Policy 9320.

The District adheres to the Americans with Disabilities Act. Should you require special accommodations, or more information about accessibility, please contact the District Office at 415-332-3190. All efforts will be made for reasonable accommodations. Members of the public are requested to turn off or mute ALL cell phones, pagers or other communication devices upon entering the Board Meeting Room. Backup materials for items on this agenda are available for review in the Superintendent's Office.



**Sausalito Marin City School District**  
**Office of the Superintendent**

**Date:** May 24, 2012  
**To:** Board of Trustees  
**From:** Valerie Pitts, Superintendent and Sandie Spoering, Assistant Principal  
**Re:** Discussion: After School Program Report

Background

The after school program at MLK emerged from the Extended Program that was established the previous year for all students at MLK. This year, again, all students were required to attend and MLK provided faculty and staff to cover the academic portion of the program. Skill practice and skill building as well as an online intervention program, Study Island composed of the academic curriculum for the after school program. The program started in September, after the start of the regular school year.

Two teachers, paraprofessionals from Bayside Elementary and several external staff were hired to instruct the extended learning program at MLK for the 2011-2012 school year. The program was intended to be streamlined with the regular school day (rather than a separate program that was the previous year). After 75 minutes of academic support, students would be able to participate in physical activities and organized clubs at the CSD Recreation Center.

Analysis

Students were initially reluctant to attend 7<sup>th</sup> period but were happier to know that, "school did not go till 6:00 p.m.", as it did in the program's pilot year. Staff were trained in the use of Study Island but initially had difficulty implementing the program. Instructional assistants and other staff who were not regular faculty and were hired to work the program left within a month after the start of the program. All these factors compounded a slower start to the program. Attendance issues and lack of support staff also had a negative effect on the morale of staff and faculty.

By December, student attendance had picked up, from 85% to 90% – 95% on a regular basis. Faculty was more confident in the use and implementation of the Study Island program and students were realizing the benefits of the time spent in 7<sup>th</sup> period (improving academic performances and grades). The program had been meeting its intended goals on increasing student academic achievement and providing academic support. The purchase of additional laptops provided support for instruction through technology.

The program was modified in January; students who had failing grades at the semester were placed in 7<sup>th</sup> period for academic intervention and homework support assistance. Paraprofessionals staffed the program with students rotating throughout the week. This academic support should continue for the next school year with intervention built into the

school day and a 7<sup>th</sup> period elective for all students. Study Island benchmark scores have improved during the year, indicating a need for academic support for those students who most require it. Parents have indicated a strong support for academic intervention, in particular homework assistance. It is recommended that a teacher be hired to organize and teach the intervention program within the regular school day, for next year.

#### Financial Impact

The 7<sup>th</sup> period, Extended Learning program was funded by the Transforming Middle Schools grant awarded by Marin Community Foundation. The grant directly funded the program and the paraprofessional staff involved in the program, as well as the Assistant Principal positions at the district.

#### Recommendation

This item is brought before the board for review and discussion.

Backup attached: Yes \_\_\_\_\_ No   X

**Sausalito Marin City School District**  
Office of the Superintendent

**Date:** May 24, 2012  
**To:** Board of Trustees  
**From:** Valerie Pitts, Superintendent  
**Re:** Action: Required Update to Tobacco Free Schools and Tobacco Policies

Background

The District plans to renew its certification as a Tobacco-Free School District. To do so requires certain assurances to the California Department of Education be made.

Analysis

Board Policy/Administrative Regulations 3513.3-Tobacco-Free Schools and Board Policy 5131.62-Tobacco have been revised since the board adopted new policies in February 2010. Revised policies are attached for your consideration.

Financial Impact

Certification as a Tobacco-Free School District allows a district to apply for TUPE funding.

Legal Implications

Policy updates reflect changes in the law.

Recommendation

The Superintendent recommends approval of the updated Board Policy/Administrative Regulations 3513.3-Tobacco-Free Schools and Board Policy 5131.62-Tobacco

Backup attached: Yes \_\_\_X\_\_\_ No \_\_\_\_\_

**TOBACCO-FREE SCHOOLS**

**Draft**

The Board of Trustees recognizes the health hazards associated with smoking and the use of tobacco products, including the breathing of second-hand smoke, ~~and desires are inconsistent with its goal~~ to provide a healthy environment for students and staff.

*(cf. 3514 - Environmental Safety)*

*(cf. 4159/4259/4359 - Employee Assistance Programs)*

*(cf. 5030 - Student Wellness)*

*(cf. 5131.62 - Tobacco)*

*(cf. 5141.23 - Asthma Management)*

*(cf. 6142.8 - Comprehensive Health Education)*

*(cf. 6143 - Courses of Study)*

The Board prohibits the use of tobacco products at any time in district-owned or leased buildings, on district property and in district vehicles. (Health and Safety Code 104420; Labor Code 6404.5; 20 USC 6083)

This prohibition applies to all employees, students and visitors at any school-sponsored instructional program, activity or athletic event on or off district property. ~~Any written joint use agreement governing community use of district facilities or grounds shall include notice of the district's tobacco-free schools policy and consequences for violations of the policy.~~

*(cf. 1330 - Use of School Facilities)*

*(cf. 1330.1 - Joint Use Agreements)*

Prohibited products include any product containing tobacco or nicotine, including, but not limited to, cigarettes, cigars, miniature cigars, smokeless tobacco, snuff, chew, clove cigarettes, betel, and nicotine delivery devices such as electronic cigarettes. Exceptions may be made for the use or possession of prescription nicotine products.

~~Employees and visitors may smoke outside on school or district grounds, except in those areas designated as nonsmoking or otherwise prohibited by law.~~

~~Smoking or use of any tobacco-related products and disposal of any tobacco-related waste are prohibited within 25 feet of any playground, except on a public sidewalk located within 25 feet of the playground. (Health and Safety Code 104495)~~

*Legal Reference:*

EDUCATION CODE

48900 Grounds for suspension/expulsion

48901 Prohibition against tobacco use by students

HEALTH AND SAFETY CODE

39002 Control of air pollution from nonvehicular sources

104350-104495 Tobacco use prevention, especially:

104495 Prohibition of smoking and tobacco waste on playgrounds

119405 *Unlawful to sell or furnish electronic cigarettes to minors*



**TOBACCO-FREE SCHOOLS, continued**

**Draft**

LABOR CODE

*3300 Employer, definition*

*6304 Safe and healthful workplace*

*6404.5 Occupational safety and health: use of tobacco products*

UNITED STATES CODE, TITLE 20

*6083 Nonsmoking policy for children's services*

*7111-7117 Safe and Drug Free Schools and Communities Act*

PERB RULINGS

*Eureka Teachers Assn v. Eureka City School District (1992) PERB Order #955 (16 PERC 23168)*

*CSEA #506 and Associated Teachers of Metropolitan Riverside v. Riverside Unified School District (1989)*

*PERB Order #750 (13 PERC 20147)*

*Management Resources:*

WEB SITES

*CDE: <http://www.cde.ca.gov>*

*California Department of Education, Alcohol, Tobacco and Other Drug Prevention:*

*<http://www.cde.ca.gov/ls/he/at>*

*California Department of Education, Tobacco-Free School District Certification:*

*<http://www.cde.ca.gov/ls/he/at/tobaccofreecert.asp>*

*California Department of Health Services: <http://www.dhs.ca.gov>*

*Occupational Safety and Health Standards Board: <http://www.dir.ca.gov/OSHSB/oshsb.html>*

*Environmental Protection Agency: <http://www.epa.gov>*

Policy  
adopted:

**SAUSALITO MARIN CITY SCHOOL DISTRICT**  
Sausalito, California

## **TOBACCO-FREE SCHOOLS**

### **Notifications**

Information about the district's tobacco-free schools policy and enforcement procedures shall be communicated clearly to employees, parents/guardians, students and the community. (Health and Safety Code 104420)

*(cf. 4112.9/4212.9/4312.9 - Employee Notifications)*

The Superintendent or designee may disseminate this information through annual written notifications, district and school web sites, student and parent handbooks, and/or other appropriate methods of communication.

*(cf. 1113 - District and School Web Sites)*

Signs stating "Tobacco use is prohibited" shall be prominently displayed at all entrances to school property. (Health and Safety Code 104420)

### **Enforcement/Discipline**

Any employee or student who violates the district's tobacco-free schools policy shall be asked to refrain from smoking and shall be subject to disciplinary action as appropriate.

*(cf. 4118 - Suspension/Disciplinary Action)*

*(cf. 4218 - Dismissal/Suspension/Disciplinary Action)*

*(cf. 5144 - Discipline)*

*(cf. 5144.1 - Suspension and Expulsion/Due Process)*

Any other person who violates the district's policy on tobacco-free schools shall be informed of the district's policy and asked to refrain from smoking. If the person fails to comply with this request, the Superintendent or designee may:

1. Direct the person to leave school property
2. Request local law enforcement assistance in removing the person from school premises
3. If the person repeatedly violates the tobacco-free schools policy, prohibit him/her from entering district property for a specified period of time

*(cf. 1250 - Visitors/Outsiders)*

*(cf. 3515.2 - Disruptions)*

**TOBACCO-FREE SCHOOLS, continued**

The Superintendent or designee shall not be required to physically eject a nonemployee who is smoking or to request that the nonemployee refrain from smoking under circumstances involving a risk of physical harm to the district or any employee. (Labor Code 6404.5)

Regulation  
approved:

**SAUSALITO MARIN CITY SCHOOL DISTRICT**  
Sausalito, California

**TOBACCO****Draft**

The ~~Board of Trustees~~ **Governing Board** recognizes that tobacco use presents serious health risks and desires to provide support and assistance in reducing the number of students who begin or continue to use tobacco. The Superintendent or designee shall establish a comprehensive program that includes consistent enforcement of laws prohibiting tobacco possession and use by students, tobacco-use prevention education **including youth development activities**, and intervention and cessation activities and/or referrals.

*(cf. 5141.23 - Asthma Management)*

**Prohibition Against Tobacco Use**

Students shall not **possess**, smoke or use tobacco, or any product containing tobacco or nicotine, while on campus, while attending school-sponsored activities, or while under the supervision and control of district employees. **Prohibited products include, but are not limited to, cigarettes, cigars, miniature cigars, clove cigarettes, smokeless tobacco, snuff, chew packets, and betel.** ~~This prohibition does not include students' possession or use of their own prescription products.~~ (Education Code 48900, 48901)

*(cf. 3513.3 - Tobacco-Free Schools)*

*(cf. 5131 - Conduct)*

*(cf. 5144 - Discipline)*

*(cf. 5144.1 - Suspension and Expulsion/Due Process)*

*(cf. 5144.2 - Suspension and Expulsion/Due Process (Students with Disabilities))*

**Prevention Instruction**

The district shall provide developmentally appropriate tobacco-use prevention instruction for students at selected grade levels from K-8. Such instruction shall be aligned with state content standards and the state curriculum framework for health education and with any requirements of state and/or federal grant programs in which the district participates.

*(cf. 5146 - Married/Pregnant/Parenting Students)*

*(cf. 6142.8 - Comprehensive Health Education)*

*(cf. 6143 - Courses of Study)*

**Intervention/Cessation Services**

The district may provide or refer students to counseling, intensive education, and other intervention services to assist in the cessation of tobacco use. When appropriate, such intervention services may be provided as an alternative to suspension for tobacco possession.

*(cf. 1020 - Youth Services)*

*(cf. 5146 - Married/Pregnant/Parenting Students)*



**TOBACCO** (continued)

*(cf. 5141.6 - School Health Services)*

*(cf. 6164.2 - Guidance/Counseling Services)*

**Program Planning**

The district's tobacco-use prevention and intervention program shall be based on an assessment of tobacco-use problems in district schools and the community, an examination of existing services and activities in the community, and a determination of high-risk student populations that are most in need of district services.

The Superintendent or designee shall coordinate with the local health department and county office of education in program planning and implementation. He/she may establish an advisory council including students, parents/guardians, district staff, representatives of the local health department and community organizations, law enforcement professionals, and/or others with demonstrated expertise in tobacco prevention and cessation.

*(cf. 1220 - Citizen Advisory Councils)*

*(cf. 1400 - Relations Between Other Governmental Agencies and the Schools)*

The Superintendent or designee also shall coordinate the district's tobacco-use prevention program with other district efforts to reduce students' use of illegal substances and to promote student wellness.

*(cf. 1325 - Advertising and Promotion)*

*(cf. 5030 - Student Wellness)*

*(cf. 5131.6 - Alcohol and Other Drugs)*

*(cf. 5131.63 - Steroids)*

~~The district's tobacco-use prevention and intervention program shall be based on an assessment of tobacco-use problems in district schools and the community, an examination of existing services and activities in the community, and a determination of high-risk student populations that are most in need of district services.~~

~~The district's program shall be aligned with guidelines issued by the California Department of Education (CDE) and with federal Principles of Effectiveness described in 20 USC 7115. The Superintendent or designee shall:~~

## **TOBACCO** (continued)

1. ~~Base the district's program on a thorough assessment of objective data regarding tobacco-use problems in district schools and the community~~

~~This assessment shall include an analysis of data regarding the incidence and consequences of tobacco use, an examination of existing efforts and activities in the community, and a determination of high priority groups that are most in need of district services.~~

2. ~~Establish a set of measurable goals and objectives and design the program to meet those goals and objectives~~
3. ~~Design and implement the program based on scientific research or evaluation that provides evidence that the strategies will prevent or reduce tobacco use~~
4. ~~Use the results of ongoing program evaluations to strengthen the program and refine program goals and objectives~~

The Superintendent or designee shall select anti-tobacco programs based on the model program designs identified by the California Department of Education (CDE) and may modify the model to meet district needs. (Health and Safety Code 104420)

The Superintendent or designee shall not accept for distribution any materials or advertisements that promote the use or sale of tobacco products. He/she also shall not accept tobacco-use prevention or intervention funds or materials from the tobacco industry or from any entity which has received funding from the tobacco industry.

*(cf. 1325 - Advertising and Promotion)*

*(cf. 3290 - Gifts, Grants and Bequests)*

*(cf. 6161.1 - Selection and Evaluation of Instructional Materials)*

### **Program Evaluation**

To evaluate the effectiveness of the district's program and ensure accountability, the Superintendent or designee shall biennially administer the California Healthy Kids Survey **or other appropriate student survey** at selected grade levels to students in order to assess student attitudes toward tobacco and student use of tobacco. He/she also shall annually report to the Board and the CDE **if required**, on program activities, program expenditures, the number of individuals receiving each type of service or training, progress toward program goals and objectives, and other data required pursuant to **the data specified in** Health and Safety Code 104450.

*(cf. 0500 - Accountability)*

*(cf. 5022 - Student and Family Privacy Rights)*

## TOBACCO (continued)

(cf. 6162.8 - Research)

The results of program evaluations shall be used to refine program goals and objectives and make changes as needed to strengthen program implementation.

### Legal Reference:

#### EDUCATION CODE

48900 Suspension or expulsion (grounds)

48900.5 Suspension, limitation on imposition; exception

48901 Smoking or use of tobacco prohibited

51202 Instruction in personal and public health and safety

60041 Instructional materials, portrayal of effects of tobacco use

#### HEALTH AND SAFETY CODE

104350-104495 Tobacco-use prevention education

119405 Unlawful to sell or furnish electronic cigarettes to minors

#### PENAL CODE

308 Minimum age for tobacco possession

#### CODE OF REGULATIONS, TITLE 17

6800 Definition, health assessment

6844-6847 Child Health and Disability Prevention program; health assessments

#### UNITED STATES CODE, TITLE 20

7111-7117 Safe and Drug-Free Schools and Communities Act

#### CODE OF FEDERAL REGULATIONS, TITLE 21

1140.1-1140.34 Unlawful sale of cigarettes and smokeless tobacco to minors

#### ATTORNEY GENERAL OPINIONS

88 Ops.Cal.Atty.Gen. 8 (2005)

### Management Resources:

#### CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

*Health Education Content Standards for California Public Schools: Kindergarten Through Grade Twelve*, 2008

*Health Framework for California Public Schools: Kindergarten Through Grade Twelve*, 2003

*Getting Results: Part II California Action Guide to Tobacco Use Prevention Education*, 2000

#### CENTERS FOR DISEASE CONTROL AND PREVENTION PUBLICATIONS

*Guidelines Related to School Health Programs to Prevent Tobacco Use and Addiction*, 1994

#### WEST ED PUBLICATIONS

*Guidebook for the California Healthy Kids Survey: 2008-2009 Edition*, 2008

#### WEB SITES

CSBA: <http://www.csba.org>

California Department of Education, Tobacco-Use Prevention Education:

<http://www.cde.ca.gov/ls/he/at/tupe.asp>

California Department of Public Health, Tobacco Control: <http://www.cdph.ca.gov/programs/tobacco>

California Healthy Kids Resource Center: <http://www.californiahealthykids.org>

California Healthy Kids Survey: <http://www.wested.org/hks>

Centers for Disease Control and Prevention, Smoking and Tobacco Use: <http://www.cdc.gov/tobacco>

Safe and Healthy Kids Annual Report: <http://hk.duerrevaluation.com>



**TOBACCO** (continued)

*U.S. Department of Education: <http://www.ed.gov>*

*U.S. Surgeon General: <http://www.surgeongeneral.gov>*

Policy  
adopted: February 11, 2010

**SAUSALITO MARIN CITY SCHOOL DISTRICT**  
Sausalito, California



**Sausalito Marin City School District**  
Office of the Superintendent

**Date:** May 24, 2012  
**To:** Board of Trustees  
**From:** Valerie Pitts, Superintendent and Paula Rigney, Business Manager  
**Re:** Discussion: Draft Budget & Budget Development 2012-13

Background

Budget Development for the coming fiscal year begins when the Governor announces his proposed State Budget in January. The process is ongoing and includes identifying changes to revenue and expenditure assumptions. The Governor's May Revise is a significant step in the development of the State Budget and therefore a key component in a district's budget development.

Analysis

Staff will be attending the School Services of California's (SSC) May Revise workshop (May 21, 2012). The May Revise is the Governor Brown's last statutory opportunity to formally amend his January budget to reflect current economic reality. Fiscal Report updates from SSC as well as analysis provided by groups such as the Legislative Analyst Office (LAO), Association of California School Administrators (ACSA), California Association of School Business Officials (CASBO) and direction from Marin County Office of Education (MCOE) are provided on a regular basis to help districts clarify and quantify the fiscal implications of the Governor's budget plan. As indicated in earlier publications from a variety of sources, the reality is very different in May than it was in January. The budget gap has increased from \$9.2 billion to \$15.7 billion. While the Governor upholds his January positions regarding K-12 education, there are proposals for many program changes.

School Services of California will provide full details on all of the Governor's proposals, along with their analysis and recommendations for action at the May Revise. Their recommendations will be presented and will also drive the Multi-Year Projections for the budget development which will be presented to the Board at the May 24, 2012 meeting.

Financial Impact

The impact of the various components of the budget plan will be determined as the budget is developed.

Recommendation

This item is brought before the board for information and discussion purposes.

Backup Attached: Yes \_\_\_\_\_ No X

## **Commentary, 2012-13 WCA Preliminary Budget, 4/15/2012**

The attached **Preliminary Budget** for Willow Creek Academy's upcoming school year, compared to the current 2<sup>nd</sup> Interim Budget, was prepared utilizing the current March 31 individual salary chart, updated to reflect the addition of a teacher and assistant teacher to accommodate increased enrollment—a second third grade class and enlarged K classes. A half-time PE instructor was also added, as was an increase in hours dedicated to Spanish, again, reflecting the increased enrollment. Enrollment of 272, up from 249 currently, is based on 50 new Kindergarten students, while simply moving up classes from this year to the next grade while graduating 28, and is considered slightly understated. The budget maintains current core programs. **Due to tight State budget constraints and holdbacks, the budget reflects no much needed increases in base salaries or the \$250 per month allowance for health care insurance which have been in effect for several years. No Stipends are currently budgeted.** Should positive clarity be achieved in the State school budget later this year, these areas will be promptly readdressed.

**Public Revenue** increases due to increased enrollment are almost offset by a required Revenue Limit Adjustment (Holdback) of \$370 per ADA, or (\$95,608). Current District Supplemental Revenue of \$328,876, or \$1,321 per student representing WCA's fair share of In Lieu property tax revenue, remains at the same dollar level, but represents only \$1,209 per student this coming year. **Private Revenues** reflect some reduction due to lack of positive information, more than offset by the inclusion of revenues from the two After-School programs—After School Instructional, and After School Tutoring. These revenues are offset by identical expenses, as agreed. The amounts available from Marin Community Foundation, and from Milagro Foundation, no longer a pass through from the District, are also being clarified. Willow Creek Foundation support totals a conservative \$50,000, pending further fundraising achievements.

**Expenditure** changes are highlighted, and generally reflect increased staffing, plus a full year for part time recess and after school staff. Current Technology Services expense represents some one-time additions which shouldn't be needed this coming year. Special Education Encroachment Costs, which are currently being examined, are budgeted at \$30,000.

The Preliminary Budget projects a Net Loss of (\$77,631) compared to a current Holdback of public funds of (\$95,608). Should additional public funding not be available, the projected loss would be covered by Net Surplus in excess of about \$300,000 at June 30, 2012. (At 5% of Expenses, required Reserves would be about \$112,000). However, should added State Funding not be available by November, increased Private Revenue and/ or Expense Reduction steps will be necessary to eliminate a deficit prior to year-end.



**272enrollment, 78% in-district**

Prelim. vs.

2011-12 State Dartboard Current Budget--per ADA					2011-12	2012-13	2012-13	Prelim. vs.
		K - 3	4 - 6	7 - 8	2nd Interim Budget	Preliminary Budget	Revised Budget	Revised, Net Change
Total Enrollment		133	69	70	249	272	272	0
Tot.Enroll.Converted to ADA	0.9500	126.35	65.55	66.50	236.55	258.40	258.40	0
Free & Reduced Lunch	122							
English Language Learners	30							
ADA-In-Lieu Tax Trans. Grant (curr.dartboard)		5,117	5,193	5,346	5,077-5,306	5,077-5,306	5,117-5,346	
Categorical Block Grant		410	410	410	410	410	410	0
Lottery Funding per ADA		123	123	123	130	130	130	0
Class Size Reduction		1,071	0	0	1,071	1,071	1,071	0
<b>Public Revenue:</b>								
In Lieu Tax Revenue Grant, ADA (prop. Tax)		646,533	340,401	355,509	1,216,605	1,332,107	1,342,443	10,336
Categorical Block Grant (State)		51,804	26,876	27,265	96,986	105,944	105,944	0
Economic Impact Aid (151 students)					54,868	54,868	54,868	0
Revenue Limit Adjust.all pub.schools, Govnr.est.reduction	now \$455 per ADA vs. \$3 prior				(710)	(95,608)	(117,572)	(21,964)
Vision 900 Supplemental Grant (prop. Tax)					328,876	328,876	328,876	0
District Music Grant, Net					0	0	60,000	
District Spanish Grant, Net					0	0	30,000	
District Salary, Health Insurance Increases Grant							65,612	
Lottery (last year's ADA of 168.14)					33,912	31,801	31,801	0
Class Size Reduction (4 curr.classes K-1)		75	0	0	73,899	80,325	80,325	0
Federal Revenue - Ed Jobs, ARRA program					0	0	0	0
Federal Revenue - Title I (NCLB), Prelim.					38,103	38,103	38,103	0
Federal Revenue - Title IIA & VA					1,182	1,182	1,182	0
Federal Revenue - Title III-LEP					4,687	0	0	0
Free, Reduced and full pay lunch program (Fed. Funding +Cafeteria Fund+parents)					82,800	88,238	88,238	0
Other State Revenue (including \$5,250 CSIS '09-10)					3,258	3,258	3,258	0
Other State Revenue-BTSA (offsets staff Development Expense)					0	0	0	0
Local Revenue-Other, Including Interest					3,650	3,650	3,650	0
<b>Total Public Revenue</b>					1,938,116	1,972,744	2,116,728	143,984
Private Revenue--Annual Fund					0	0	0	0
Revenue--Restricted (Music Program Grant) (not yet received)					25,000	15,000	15,000	0
Private Revenue--Restricted (Spanish grant)--					30,000	30,000	30,000	0
Arts Festival Grant, (now restricted to Information Tech.)					20,000	10,000	10,000	0
Arts Grant, Marin Fndtn-- Arts Education (pass through from Dist '11. Now Direct.)					35,000	50,000	50,000	0
Arts Grant, Other Supplemental, (by WC Fndtn--to make up specific project shortfalls)					10,000	10,000	10,000	0
Arts Grant, Supplemental, (committed, local donation, to make up balance of \$50,000 cost)					5,000	-	-	0
Arts Grant, District-Arts Instruction (offset by program expense)					5,460	-	-	0
Willow Creek Foundation partial funding, half time 3rd grade TA					10,000	10,000	10,000	0
Willow Creek Foundation funding, after school instructional program (2011-12 only)					7,500	-	-	0
After School Instructional Program--(covered by tuition, grants)					5,000	20,000	20,000	0
After School Tutoring Program--Amy Langer (covered by grants 11-12;other 12-13))					7,500	28,000	28,000	0
Milagro Foundation, Nutrition Grant (Offset by equiv. expense--Nutrition/ Garden)					10,000	10,000	10,000	0
Technology Initiative-- (pass through from Dist.)					14,000	14,000	14,000	0
<b>Total Private Revenue</b>					184,460	197,000	197,000	0
<b>Total Revenue</b>					2,122,576	2,169,744	2,313,728	143,984
<b>Expenditures</b>								
Administrative Salary					103,000	103,000	103,000	0
Assist.to Head of School					70,000	70,000	70,000	0
Full Time Salaries-Teachers -14 for 13 classes)		8	4	2	738,265	802,265	804,335	2,070
Teachers, 2 pt.time, Spanish increase to 0.8 FTE.all grades instruction					30,000	35,000	60,000	25,000
Teacher, English as 2nd Language (part time)					30,000	30,000	30,000	0
Teacher, Music, under discussion					0	-	75,000	75,000
In lieu of health insurance payments (3 teachers '11-12; 2 '12-13))					8,250	6,000	6,000	0
Teachers professional development, including stipends					41,143	10,000	10,000	0
Substitutes, Including long-term sub. '10-11					18,000	20,000	20,000	0
P.E. Instructor--1.5 FTE					35,000	52,500	52,500	0
Teachers' Assistants (hourly comp.)		30,000	5	0	105,546	150,000	150,000	0
Office, Clerical, Tech,Including part time after school		2.0 - 2.5			79,756	90,780	71,780	(19,000)
After School Tutoring Program--Amy Langer, include. Bene.(covered by grants 11-12; 12-13)					7,600	28,000	28,000	0
<b>Total Salaries</b>					1,266,560	1,397,545	1,480,615	83,070
<b>Provision for 2% Salary Increase, 2012-13</b>					0	0	29,612	
<b>Total Salaries</b>					1,266,560	1,397,545	1,510,227	
<b>Benefits:</b>	Est .Curr. Rates	'10-11	'11-12					0
Social Security		0.059	0.060		75,240	77,849	82,269	4,420
Medicare		0.0140	0.0140		17,596	18,596	19,652	1,056
Unemployment Insurance (SUI)		0.0080	0.0161		20,392	20,298	21,451	1,153
Health Insurance-full time staff (excludes \$9,000 to 3 in lieu of ins.)					38,885	39,818	39,818	0
<b>Increase H.I. allowance from \$250 to \$450 per month</b>					0	0	36,000	36,000
Workers' Compensation Insurance		0.0141	0.0144		18,082	18,785	19,830	1,045
403(b) Plan		0.035	0.038		48,181	52,245	55,216	2,971
<b>Total Benefits</b>		(16.7%)	(17.34%)		218,376	227,591	274,236	46,645
<b>Total Salaries plus Benefits</b>					1,484,936	1,625,136	1,784,463	159,327

Contract Teacher, Music-Other Svcs/Op Exp Instructional	25,000	25,000	-	(25,000)
Contract Counselor/ Advisor (poss. District)-Oth Svcs/Op Exp Instruct., Beth Van Dyke	34,634	34,634	34,634	0
Contract Art Grant Instructor-- Pass through from District \$35k, now direct by MCF	50,000	50,000	50,000	0
Playworks--Contract--organized playground activities	25,000	26,000	26,000	0
<b>Total Contract</b>	<b>134,634</b>	<b>135,634</b>	<b>110,634</b>	<b>(25,000)</b>
<b>Total Salaries &amp; Benefits, plus Contractors</b>	<b>1,619,570</b>	<b>1,760,770</b>	<b>1,895,097</b>	<b>134,327</b>
<b>Supplies &amp; Services</b>				0
Staff Development/ Training, Including Title II & BTSA	10,000	10,000	10,000	0
Board Training, Development	1,500	1,500	1,500	0
Textbooks & Other Books	20,000	20,000	20,000	0
Materials & Supplies (excluding music): Instructional	18,000	18,000	18,000	0
Office & Related	21,000	21,000	21,000	0
Music	500	500	500	0
Nutrition/ Garden (Milagro Fnd. Grant)	10,000	10,000	10,000	0
Technology--2011-12 S.Art Festival Grant	20,000	10,000	10,000	0
Technology--Pass through from District--hardware	14,000	14,000	14,000	0
Free, reduced & full pay lunch program (Cafeteria Fund as revenue source)	95,000	103,500	103,500	0
Dues & Memberships	2,000	2,000	2,000	0
Insurance	7,500	7,500	7,500	0
Advertising/ Recruiting	1,000	5,000	5,000	0
Legal expense	5,000	5,000	5,000	0
Audit/Tax	10,400	10,400	10,400	0
Duplicating Contract	9,000	9,000	9,000	0
Postage	3,500	3,500	3,500	0
Phone Service	3,500	3,500	3,500	0
Internet	2,500	2,500	2,500	0
Equipment/ Furniture/ Non-Capitalized Expenditures	17,000	17,000	17,000	0
Technology Services	24,000	12,000	12,000	0
Other Operating Expenses-Admin	1,500	1,500	1,500	0
Other Operating Expenses-Instructional	2,500	2,500	2,500	0
Other Operating Expenses-Title III Expense--offsets revenue amount	4,687	-	-	0
Lease Expense, Portable Classroom (Imputed Interest) <b>Note A:</b>	63	-	-	0
Administrative Support--Service Bureau: \$190 X Enrollment	47,120	51,680	51,680	0
Facilities/Oversight Support from District: 3% Of block grants	41,054	44,788	45,098	310
Custodial Services from District: 3% of block grants include. Econ. Impact Aid	41,054	44,788	45,098	310
Fund Raising Expense, posters, mailings, etc.	500	500	500	0
Other Expense	0	0	0	0
<b>After School Instructional program--instructor fees, etc., covered by specific Revenues</b>	<b>5,000</b>	<b>20,000</b>	<b>20,000</b>	<b>0</b>
Depreciation ( <b>Note A</b> )	4,950	4,950	4,950	0
<b>Encroachment--Special Education Costs Allocated--Net</b>	<b>10,000</b>	<b>30,000</b>	<b>30,000</b>	<b>0</b>
<b>Total Supplies &amp; Services</b>	<b>453,828</b>	<b>486,605</b>	<b>487,225</b>	<b>620</b>
<b>Total Expenditures</b>	<b>2,073,397</b>	<b>2,247,375</b>	<b>2,382,323</b>	<b>134,947</b>
<b>Revenues Over (Under) Expenditures--excluding debt principal payments</b>	<b>49,179</b>	<b>(77,631)</b>	<b>(68,595)</b>	<b>9,037</b>
Plus Beginning Cash Balance - 06/30/11	221,455	221,455	221,455	0
Less: Principal payments, Portable	3,295	-	-	0
Plus: Non-cash expense--Depreciation	4,950	4,950	4,950	0
Ending Cash Balance 06/30/12	272,289	148,774	157,810	9,037
Prior year ending surplus (actual audited June '11)	258,882	258,882	258,882	0
Plus Revenues over Expenditures (above)	49,179	-77,631	-68,595	9,037
Ending full accrual surplus, June 30, 2012	308,061	181,251	190,287	9,037

**Note A: The above Budgets correct lease expense by showing the Imputed Interest component in place of annual lease expense, and the principal component, shown as a reduction in our cash balance after Net Revenue. The lease/purchase was paid in full in September, 2011.**



RESOLUTION NO. 661

RESOLUTION OF THE GOVERNING BODY OF THE

Sausalito Marin City School District

PROPOSING AN ELECTION BE HELD IN ITS JURISDICTION;  
REQUESTING THE BOARD OF SUPERVISORS TO CONSOLIDATE WITH ANY  
OTHER ELECTION CONDUCTED ON SAID DATE, AND REQUESTING  
ELECTION SERVICES BY THE REGISTRAR OF VOTERS

WHEREAS, it is the determination of said governing body that the Presidential Primary  
Election to be held on the 6<sup>th</sup> day of November, 2012, at which election the issue to be  
presented to the voters shall be:

To elect members to the Board

Number of Regular Term Positions (4 year) 2

Number of Short Term Positions (2 year) 0

WHEREAS, the payment of all candidate's statement of qualifications filed at the time of  
nomination will be the responsibility of the candidates.

BE IT FURTHER RESOLVED that the Board of Supervisors of the County of Marin is  
hereby requested to:

- 1) Consolidate said election with any other applicable election conducted on the  
same day;
- 2) Authorize and direct the Registrar of Voters at District expense, to provide all  
necessary election services and to canvass the results of said election.

PASSED AND ADOPTED this 24th day of May, 2012 by the following  
vote, to wit:

AYES:

NOES:

ABSENT:

\_\_\_\_\_  
PRESIDENT, BOARD OF DIRECTORS

ATTEST: \_\_\_\_\_  
Secretary

**SAUSALITO MARIN CITY SCHOOL DISTRICT  
BOARD MEETING MINUTES  
April 19, 2012**

**ATTENDANCE**

Board Members: Thomas Newmeyer, William Ziegler, Shirley Thornton, Ed. D.,  
Karen Benjamin and Mark Trotter  
Superintendent: Valerie Pitts, Ed. D.

President Thomas Newmeyer called the meeting to order at 6:00 p.m.

**M/s/c Benjamin/Thornton/all** to approve the agenda order

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

There was no public comment.

**CLOSED SESSION**

The Board and Superintendent convened closed session at 6:01 p.m.

**REGULAR SESSION**

Open session reconvened at 7:10 p.m.

**Report Out from Closed Session**

President Newmeyer announced that there was no reportable action taken in closed session.

**Pledge of Allegiance**

Trustee Thornton led the Pledge of Allegiance.

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

There was no public comment.

**REPORTS**

**Trustee Reports**

Trustee Newmeyer reported his attendance at meetings with the A Team, headed up by Stephen Chang of the National Equity Project.

Trustee Newmeyer reported that the Marin City Community Services District (CSD) has been awarded a \$5 million dollar state grant to rebuild a park in Marin City, George 'Rocky' Graham Park. CSD anticipates an additional \$5 million dollar grant for Marin City medical center improvements and another to build a gymnasium in Marin City.

## **Superintendent's Report**

### **Sausalito Police Department**

Chief of Police Jennifer Tejada and Officer Don Bartol addressed the board on their relationship with Bayside Elementary School:

- They have the utmost respect for teachers.
- They make campus visits and want to build relationships and provide support.
- Character Education is a weekly activity with the fourth grade class.
- Officer Bartol works with Assistant Principal, Tenisha Tate, on early intervention in disciplinary areas.
- Their goal is to make children feel safe in their community, to teach them that the police are there to help, and that everyone working together improves the community.
- Chief Tejada and her staff want to be partners and good neighbors.
- The police department has limited funds to provide support to schools.
- The board was asked to endorse/support the Sausalito Police Department to move forward in seeking funding to provide a school resource officer to support school staff.
- Chief Tejada estimated the cost of a half time resource officer at \$75,000 to \$80,000.

President Newmeyer requested that a formal endorsement by the Board of Trustees be agendaized at a future board meeting.

### **Principal's Report**

Principal Jonnette Newton reported that:

- Four sixth grade students who entered a recycling project poster contest won \$50 each.
- Both schools are preparing for testing; students are learning what proficiency means.
- Bayside teachers are reviewing Language Arts series for the adoption of new text books for next year.
- Students in fourth and fifth grade will attend Mosaic Camp in the spring.
- Administrative staff is working with extended learning partners and the superintendent to identify programs to support student needs during the summer months.
- The new washer/dryer is much appreciated; thank you!

### **MLK Benchmark Three Summary Report**

Assistant Principal, Sandie Spoering, reviewed the third Study Island benchmark assessment scores which indicate a marked improvement in English Language Arts and a small improvement in Math across all grade levels at MLK. Study Island is an assessment tool being piloted at district schools. The fourth benchmark is scheduled in May.

### **WCA Head of School's Report**

Head of School Carol Cooper provided dates of upcoming events:

- May 1-15 WCA STAR Testing
- April 21 Earth Day; planting as part of creek restoration project; Bridgeway and Nevada
- April 24 Bayside and WCA student art exhibition reception, 5:30 – 8:00 pm,  
Hannah Project Gallery, 170 Donahue Street
- April 24-May 2 Bayside and WCA student art exhibition
- April 25 Track & Field Day at TAM (Regionals)
- May 3: Eighth grade production of Macbeth in courtyard, 5:00 pm.

Entire board packet on [www.sausalitomarincityschools.org](http://www.sausalitomarincityschools.org) under School Board

## **FINANCE**

### **2012/2013 District Budget Development**

Business Manager Paula Rigney gave a Power Point presentation, titled 2012/2013 Budget Development, which included information on:

- Board and Superintendent's Strategic Plan
- Draft Components of a Comprehensive Education Program
- SMCS D Resources Alignment
- Budget Projections
- Budget Planning Assumptions: Unrestricted/Restricted

#### Discussion

Board members asked what the budget planning assumption for WCA supplemental funding is. Paula Rigney responded that the amount of funds available for supplemental funding would depend upon resources remaining after all district expenses.

Board members asked when they would see more details. Ms. Rigney advised that the Finance Committee would receive details at their meeting on April 26.

### **Fiscal Crisis and Management Assistance Team (FCMAT) Report**

Superintendent Pitts and Business Manager Paula Rigney presented Fiscal Crisis and Management Assistance Team (FCMAT) recommendations, as the result of the district's request for a review of the district's central office and administrative functions. The recommendations will be used to increase the district's efficiency and operations.

#### Public Comment

Jeff Knowles, WCA board member, indicated that he was troubled by the tone of the report as it related to WCA. He advocates that the district board view WCA as a big bang for the educational buck, not as a cost center.

#### Discussion

Superintendent Pitts commented that that the reaction from FCMAT to WCA was a surprise.

Trustee Ziegler stated that he was also put off by FCMAT's reaction to WCA; they don't really understand the big picture.

Superintendent Pitts clarified that FCMAT didn't understand the uniqueness of the district; but did make some good recommendations.

Trustee Trotter did not feel the Board should adopt board policies wholesale from California School Boards Association. The district did a complete update of board policies in February 2010.

Superintendent Pitts clarified that CSBA's recommendations for board policy updates parallel education code changes.

Paula Rigney noted that as a small district with a small staff, some internal processes will be reworked. She is hoping to complete all recommendations within the next six months.

On a separate matter, regarding attendance, Trustee Thornton questioned whether leases with Marin Public Housing require children to attend school as the leases of other public housing agencies do. Superintendent Pitts will find out more about this and report back.



### **Agreements Between Sausalito Marin City School District and Mill Valley School District**

At their meeting of April 18, 2012, the Mill Valley School District Board of Trustees approved the renewal of three attendance agreements between Sausalito Marin City School District and Mill Valley School District:

- Tennessee Glen Agreement 2012/2013 Addendum #12
- Tennessee Woods Agreement 2012/2013 Addendum #10
- Mill Valley & Sausalito Marin City School Districts Attendance Agreement 2012/2013 Addendum #3

**M/s/c Trotter/Ziegler/all** to approve the renewal of all three attendance agreements as well.

### **FACILITIES**

#### **Facilities Master Plan and Facilities Bond Needs Analysis**

##### Public Comment

Jeff Knowles: If there were funds available to WCA through a bond, what would it be for? The WCA board wants to be part of that discussion. Trustee Ziegler agreed.

##### Presentation

The district has limited deferred maintenance funding and continuing modernization and new construction needs. Greystone West Project Management Company has completed a Facilities Needs Analysis for the district that identifies approximately 12-15 million dollars of additional facilities modernization and new construction needs. The analysis will serve as the basis of a ten year Facilities Master Plan. Director of Maintenance and Operations, Forrest Corson, gave a Power Point presentation with highlights from the Facilities Needs Analysis 2011-2012 and Components of a Facilities Master Plan:

##### Martin Luther King Jr. Academy Highlighted Needs

- MLK Main Building
  - Acoustical treatments throughout the building
  - Additional cabinets
  - Furnace unit(s) main corridor
  - Door light (class) at Assistant Principal's office
- MLK Annex Building
  - Building has outlived its useful life
  - Cost to modernize exceeds 70% of cost for new construction
- Portable Classroom Buildings (5)
  - No significant investment recommended due to condition and age
- Other Site Needs
  - Covered exterior eating area
  - Exterior drinking fountains
  - Increased parking capacity
  - Path of travel improvements
  - Filed modernization
  - Fencing
  - Playground remodel/replacement
- Annex Replacement/Elementary School: Potential Location

Entire board packet on [www.sausalitomarincityschools.org](http://www.sausalitomarincityschools.org) under School Board

- Preschools & Parent Center: Potential Location
- Additional Parking/Improved Drop Off: Potential Location

#### Bayside Elementary Campus Highlighted Needs

- Bayside Elementary School
  - Repair/replace siding, repaint
  - Roof evaluation
  - Downspout & gutter replacement
  - Replace/augment exterior lighting
  - Upper entry road drainage improvements
  - Replace outdated playground & railroad tie staircase
- Willow Creek Academy/Gaskins Library
  - Bathrooms require remodeling
  - Siding repairs & paint
  - Covered outdoor eating area
  - BARD HVAC unit condensate drainage improvements
- 33 Buchanan Drive
  - Could be salvaged for historical significance at an increased cost
  - State policies indicate demolition and replacement
- District Office/Post Office
  - Could be salvaged for historical significance at an increased cost
  - State policies indicate demolition and replacement
  - Site is suitable for future gymnasium location or additional parking
- Potential Gymnasium Locations

#### Facilities Master Plan (Described)

- Overview of District
- History of enrollment
- Current enrollment trends
- Current description of facilities
- 5 – 10 year facilities need projections
- Facilities needs analysis
- Educational specifications/program planning process
- Future facilities process

#### Discussion

Superintendent Pitts clarified that that in addition to ‘needs’ as identified in the analysis, there are also ‘wants’, which are yet to be identified. The board must now begin the process to identify ‘wants’. Dr. Pitts pointed out that needs and wants will be the basis of a plan to present to the public as to why the district needs a bond; it does not include design at this point.

President Newmeyer wondered when a want becomes a need. He gave the examples of a changing room for MLK fields, which would allow for an increase in the rental rate, and artificial turf at Bayside. Trustee Thornton wondered if the district needs partnerships with Sausalito and Marin City on joint use. Superintendent Pitts answered that partnerships would be a necessity; the district cannot afford to maintain the fields without them.

There was a discussion of developing a list of ‘wants’ and setting a time to do that.



Trustee Trotter stated that he doesn't see consensus on the education program; recreation, maintenance and education buildings are separate issues. He would be uncomfortable putting forth a bond measure with construction for which there is currently no board consensus.

Superintendent Pitts explained that she is building consensus for support for K-8; the district has classrooms at MLK that do not work.

Forrest Corson emphasized that there are things the district needs that there are no funds for, numerous deferred maintenance items for example.

Trustee Trotter stated that the board should focus on education issues rather than on construction issues again as it has for several years. The board needs to see a program that they can agree will work before spending money on new facilities; buildings are a piece of, but not the answer to, educational issues.

Superintendent Pitts explained that the focus of the A Team is to address whether this will be a K-8; she asked whether the board needs to take action on that. Trustee Trotter was unaware of the A Team until this meeting.

President Newmeyer stated that he agreed to an extent with Trustee Trotter, noting that there are several pieces to the project.

Superintendent Pitts explained that the K-8 model is a well researched model; it is about the program and what we can offer when we have a greater pool of teachers.

Superintendent Pitts suggested board members attend a meeting scheduled on April 30 at Marin County Office of Education regarding county school district reorganization, at which one possibility - mergers for districts that are just too small - would be discussed.

Superintendent Pitts stated that she believes Marin City needs a school in its community.

Trustee Ziegler stated that in order to be program driven, the board needs educators to make the recommendations about program that the board can then act on.

Superintendent Pitts shared that the A Team acknowledges the partners for buy in and participation.

Trustee Thornton asked for a discussion of perception and reality; does WCA really do better?

Superintendent Pitts acknowledged that comparatively, WCA does a little better.

Trustee Thornton wondered if this is about educating kids in Marin City or about giving WCA more space. Superintendent Pitts acknowledged that the district does have a fiscal reality, a growing charter and how to provide the program that we need. What is the most reasonable way to marry all the components with only a small number of children?

Superintendent Pitts suggested obtaining program recommendations from staff; a feasibility study; a determination of wants as identified by the board, and more information about joint uses.

Paula Rigney affirmed that if property taxes continue as they are now, the district won't be able to sustain what it has.

President Newmeyer acknowledged the gulf on the board; there are many legitimate points; the board needs a full discussion soon and a process in place.

Trustee Trotter stated the he thinks the board is backing into a K-8 program by building first.

It was agreed that the board and superintendent would hold a study session on a Saturday, April 21 from 9:00 am to 12:00 noon.

## **CONSENT AGENDA**

**M/s/c- Roll Call Newmeyer/Ziegler/ Ayes 5 Noes 0** to approve the consent agenda:

- Minutes of the regular meeting of March 8, 2012
- Payments of Warrants
- District Calendar for the 2012/2013 School Year
- Quarterly Report: Williams Act

Entire board packet on [www.sausalitomarincityschools.org](http://www.sausalitomarincityschools.org) under School Board

- Resolution #660, 2011/2012 Employee Appreciation
- Memorandums of Understanding – Two Classified Employees
- Final facilities to be allocated to Willow Creek Academy for the 2012/2013 School Year

Mr. Trotter indicated that he could not attend a meeting on May 10 due to travel. Superintendent Pitts recommended the meeting of May 24 begin early.

## **ADJOURNMENT**

**M/s/c Thornton/Ziegler/all** to adjourn at 10:15 p.m.

---

Signature/Date

---

Title

## **FUTURE BOARD AGENDA ITEMS**

Recognition: Golden Bell winners; SDTA Merit Pay recipients, retirees; etc  
 Assessment Reports (Writing/Study Island)  
 Extension of Agreement of Participating School Districts in Marin Re: Interdistrict Attendance Agreements  
 District Health Services Overview  
 Instructional Minutes/Bell Schedule  
 School Site Survey Results  
 Second Draft – General Fund Budget  
 Second Draft-WCA Budget  
 Quarterly Receivables Report  
 Year End After School Program Report  
 Grade Level Report-XX

## **SAVE THE DATES**

### **Future District Meeting Dates**

All meetings are held at the District Office, 200 Phillips Drive, Marin City at 7:00 p.m. unless otherwise noted. \*The first meeting date of each month will be allocated to additional special meetings on facilities issues, special meetings, community forum, etc. as needed. The only or second meeting date of each month will be allocated to regular board meetings.

### **2011/2012 School Year**

May 10\*  
 May 24  
 June 14                      Two meetings in June  
 June 28

### **2012/2013 School Year**

July 26                      One July meeting due to Summer Break  
 August 9\*  
 August 23  
 September 13\*  
 September 27  
 October 11\*  
 October 25  
 November 15              Third Thursday; one November meeting due to Holidays

Entire board packet on [www.sausalitomarincityschools.org](http://www.sausalitomarincityschools.org) under School Board



December 6*	First Thursday due to Holidays
December 13	Second Thursday due to Holidays
January 10*	
January 24	
February 14*	
February 28	
March 14*	
March 28	
April 18*	Third Thursday due to Spring Recess
April 25	
May 09*	
May 23	
June 13	Two meetings in June
June 27	

#### **Future Charter School Board Meeting Dates**

Meetings are open to the public and generally held on the school campus, 33 Buchanan Street, Sausalito. With the exception of the December meeting, meetings are held on the 3<sup>rd</sup> Wednesday of the month at 6:30 p.m.

May 16  
June 20

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

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

**SAUSALITO MARIN CITY SCHOOL DISTRICT  
BOARD MEETING MINUTES  
April 21, 2012**

**ATTENDANCE**

Board Members: Thomas Newmeyer, William Ziegler, Shirley Thornton, Ed. D., Karen Benjamin,  
and Mark Trotter  
Superintendent: Valerie Pitts, Ed. D.

President Thomas Newmeyer called the meeting to order at 9:05 a.m.

The agenda order was approved.

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

There was no public comment.

**OPEN SESSION**

**GOVERNANCE WORKSHOP**

The Board of Trustees conducted a workshop on the district's education plan. Superintendent Pitts made a Power Point presentation, titled K – 8 School Configurations, Benefits for Small Communities and Schools, which promoted discussions of:

- Student Learning
- Curriculum and Instruction
- Attracting and Retaining Highly Qualified Staff
- Community Schools
- Fiscal and Business Operations
- Challenges
- Celebrations

**Discussion**

The Board identified the benefits and challenges of an International Baccalaureate Program:

- **Benefits**
  - Holistic/systematic approach
  - Enthusiastic learners
  - Inquiry-based
  - Question/critical analysis
  - Reflection
  - Students seem sophisticated
  - Citizenship/engagement with peers
  - Study skills
  - The approach through the learner profiles
  - Positive/happy students
  - Self-esteem

Confidence  
Language component  
Global learners  
Meaning/relevance  
Focused on students' interests  
Self-directed learning  
Wide community exploration  
Integrated curriculum

- **Challenges**

What do students go on to?  
What is the substance of the curriculum?  
Limited grade level  
Teacher commitment  
Promoting collaborative between teachers  
Access to IB curriculum  
How do you get student engagement?  
Care/resources support  
How are learning challenges addressed?  
How are students who are part of an IB in elementary/middle school integrated into high school?  
Cultural competency  
Concern: How do other schools bring in the community/partners?

The Board continued with a discussion of what other elements of support are needed:

- Individualized learning needs
- Need positive behavior supports
- Teacher cycles –how to keep everyone trained...requires commitment
- How to build in sustainability & transition
- Parent/community involvement
- Support staff training – can they go?
- Cultural competency
- Community to like schools

Evaluation is an important component:

- Communication with Trustees
- Involvement/support of SMCSD Trustees
- How does that happen?
- How can we utilize the summer?
- Can we observe an IB school?
- Happy, healthy children are the goal
- Must work to communicate and market our goodness/programs
- Communicate with our parents NOW –where we are going and why
- SMCSD includes 3 schools; each school should be spoken of with respect
- Perception – 9/10 of reality; address the issues/perception about who the board represents
- Identify opportunities (with Marin City Network) to have our students participate in other Marin activities
- Facility/Diversity/Community School

**M/s/c Newmeyer/Trotter/all** to begin the multi-year International Baccalaureate training (IB), obtain Superintendent/Principal recommendations on how to implement IB to include incorporating supports/board participation, involvement of all staff/parents, and a timeline.

**M/s/c Ziegler/Thornton/all** to agendaize for the board meeting of May 10, 2012: recommendations on facilities needs; timeline and structure for an International Baccalaureate program, and a K-8 model; determine 'wants' verses recommendations and present a bond measure plan that is equitable and supports the district's needs.

#### **ADJOURNMENT**

The meeting was adjourned at 11:46 a.m.

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Signature/Date

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Title



**SAUSALITO MARIN CITY SCHOOL DISTRICT  
BOARD MEETING MINUTES  
April 26, 2012**

**ATTENDANCE**

Board Members: Thomas Newmeyer, William Ziegler, Shirley Thornton, Ed. D., Karen Benjamin,  
and Mark Trotter  
Superintendent: Valerie Pitts, Ed. D.

President Thomas Newmeyer called the meeting to order at 6:30 p.m.

The agenda order was approved.

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

There was no public comment.

**CLOSED SESSION**

The Board and Superintendent went into closed session at 6:31 p.m.

**OPEN SESSION**

Open session was reconvened at 6:58 p.m.

President Newmeyer reported that no reportable action had been taken in closed session.

**ADJOURNMENT**

The meeting was adjourned at 7:00 p.m.

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Signature/Date

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Title

**SAUSALITO MARIN CITY SCHOOL DISTRICT  
BOARD MEETING MINUTES  
May 10, 2012**

**ATTENDANCE**

Board Members: Thomas Newmeyer, William Ziegler, Karen Benjamin  
Shirley Thornton, Ed. D. and Mark Trotter via teleconference  
Superintendent: Valerie Pitts, Ed. D.

President Thomas Newmeyer called the meeting to order at 5:15 p.m.

**M/s/c Ziegler/Benjamin/all** to approve the agenda order

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

There was no public comment.

**CLOSED SESSION**

The Board and Superintendent went into closed session at 5:15 p.m.

**OPEN SESSION**

Open session was reconvened at 6:00 p.m.

President Newmeyer announced that, during closed session, a lease between Sausalito Marin City School District and Robin's Nest Pre-Schools, Inc. had been approved pending review by Trustee Ziegler for minor changes, which he will convey to Superintendent Pitts. Additionally, the board approved an agreement for shared services with Marin County Office of Education for another year.

Superintendent Pitts announced that it was the Day of the Teacher and thanked teachers for what they do on behalf of the district's children.

President Newmeyer reported attending a benefit for Bridge the Gap.

**Action Team (A Team) Report**

Superintendent Pitts and President Newmeyer described what the Action Team (A Team) is responsible for addressing – to plan and engage in a design process for the Comprehensive Educational Program for Sausalito Marin City School District moving forward. Meetings are facilitated by Stephen Chang, National Equity Project. Superintendent Pitts read the Design Question from the Charter: "How can we ensure that Sausalito Marin City School District students receive the highest quality comprehensive education, including social-emotional development, and that the program can be effectively implemented?"

Members include:

- Thomas Newmeyer, Board President SMCS
- Jonnette Newton, Principal SMCS
- Tenisha Tate, Assistant Principal SMCS
- Jennifer Banks, Kindergarten Teacher (Bayside)
- Susan Cassidy, 5<sup>th</sup> Grade Teacher, (MLK)
- Natasha Griffin, Science/Garden Teacher (MLK)

- Sharon Turner, Project Coordinator, Marin City Network
- Liz Burns, Director, Marin Learning Center
- Ruth Nenabor, Site Supervisor, Marin Community Child Development Program
- Terrie Greene, Director, Marin City Health and Wellness
- Bettie Hodges, Director, Hannah CDF Freedom School
- Johnathan Logan, Jr., General Manager, Marin City Community Services District (CSD)
- Alexis Wise, Community Member
- Pam Dake, Community Member
- Curtis Robinson, Executive Director, Marin City Health and Wellness Center
- Valerie Pitts, SMCSO Superintendent
- Paula Rigney, SMCSO Business Manager
- Bruce Abbott, SMCSO Staff

Attendees gave brief reports/perspectives:

Ruth Nenabor was appreciative of the district's supportive and inclusive process; it has been wonderful to get to know Thomas Newmeyer. Ms. Nenabor would like to see all board members engaged in the A Team. The Superintendent has put together a good team of people.

Sharon Turner was appreciative of time taken to discuss hard topics and for the district's willingness to expand the recruitment process [for the position of Principal and Director of Professional Learning]. Ms. Turner is looking forward to productive work to come from the A Team.

Johnathan Logan acknowledged that to re-envision how the school can thrive is a complicated process. The committee is working on relationships, getting everything on the table, and he is optimistic.

Bettie Hodges expressed her concern for a segregated school district if a K-8 model is selected for Marin City. Ms. Hodges requested a discussion of the implications of race and return to a segregated situation; she encouraged the board to have that conversation soon.

Superintendent Pitts led discussion of possible meeting dates and the following was selected:

**May 24**                      **Regular Board Meeting – *Study Session Discussion of Isolation and Race Issues***  
                                     **Discussion**  
                                     Martin Luther King, Jr. Academy Library: 5:00 – 7:00 pm;  
                                     **Regular Session**  
                                     ***Discussion of Facilities Bond/Community Input***  
                                     Martin Luther King, Jr. Academy Library: 7:00 pm

The A Team may be convened again on May 24 in the afternoon.

Pamela Dake expressed gratitude for the committee process and good will around the A Team table. Ms. Dake thanked board members for opening up conversations and for building a good foundation.

Thomas Newmeyer highly complemented Stephen Chang's facilitation of the A Team meetings. He was also appreciative of having the perspective of a top notch staff, saying, even if we hear negatives about the district, the staff is wonderful and has a really hard task. Mr. Newmeyer is looking forward to upcoming discussions.

### **Facilities and Master Learning Plan**

Superintendent Pitts distributed/reviewed copies of the district's Strategic Priorities and Goals, discussed earlier in the year, and a draft Master Learning Structure Proposal that focuses on four strategic priorities and the alignment with them of objectives for the 2012/2013 school year. Superintendent Pitts reported that every student has summer programming; the after school and summer school providers have worked hard to make sure there is something for everyone. Superintendent Pitts noted that a national conference had been held in California today on the community schools model (K-8).

Forrest Corson is working on a Facilities Master Plan and anticipates having more on that at the next board meeting.

To provide an opportunity for interested parties to provide input, special meetings were considered. In addition to scheduled board meetings (May 24, June 14 and June 28) meetings will also be scheduled:

- |               |  |
|---------------|--|
| <b>May 16</b> | <b>Special Board Meeting – <i>Study Session for Community Input on Facilities</i></b><br><b>Discussion</b><br>Bayside Multi Purpose Room: 7:00 pm        |
| <b>May 31</b> | <b>Special Board Meeting – <i>Facilities Bond and Grade Level Structure</i></b><br><b>Discussion</b><br>Martin Luther King, Jr. Academy Library: 6:00 pm |

### **Discussion**

Trustee Ziegler expressed his opinion that wants are more important than needs; he would like to satisfy the 'wants' of the community with the education program driving them. The current 'needs' are extensive; Mr. Ziegler would prefer not to spend all bond funds on maintenance. We want the community to be excited about it!

President Newmeyer shared that four board votes are needed to place a bond measure on the ballot; however, the board does not have consensus yet; the entire board needs to commit to doing the work in the next few weeks.

Trustee Ziegler added that the board must be in agreement on fundamentals or a bond measure on the ballot won't happen; he would be very disappointed if it does not happen.

President Newmeyer asked for help from the A Team to spread the word about upcoming meetings where community input will be heard. He explained that consideration of a fall bond issue is preferable; it can pass with a 55% vote. A spring bond issue would require a two-thirds vote.

Bettie Hodges suggested a decision tree to help people understand the process.

Trustee Ziegler reiterated that community input should come first.

Superintendent Pitts advised that K-8/facilities needs are concurrent.

Trustee Thornton cautioned the district about moving toward K-8 as if a decision has been made.

President Newmeyer added that a discussion about race and isolation issues had been scheduled; if we get over it, we have a go; if not, we have a problem. Fiscally we do have to make some decisions; we have real needs and realities facing us.

Phil Kerr thought it would be a shame to miss the opportunity; WCA is rapidly growing; a bond measure would accommodate growth.

Trustee Ziegler concurred that the opportunity is now but the community has to say what it wants to do so the board feels clear about moving forward.



Johnathan Logan stated that the decision to go for a bond should not hinge on K-8 in Marin City; there are still too many district needs to address regardless of whether or not Marin City becomes K-8. Superintendent Pitts added that K-8 doesn't have to drive a bond.

Forrest Corson provided a Power Point presentation in draft form, titled Facilities Needs/Deferred Maintenance, K-8 Model Needs and Wants, which included:

- Draft Facilities Needs/Deferred Maintenance
- K-8 Model Needs
- Facilities Wants
- Soft Costs.

Budget, Education Program and Facilities: All aspects of the puzzle need to be in place to accomplish the Vision and Mission statements of the District.

### **Discussion**

Forest Corson: Bond funds would be equitably distributed between Marin City and Sausalito campuses.

Trustee Benjamin: The K-8 decision is important; absent that, there are still needs; we have facilities to take care of and should go for as much as we can.

Superintendent Pitts: You don't have to issue it all right away.

Phil Kerr: If the K-8 conversation is ongoing, the proposal includes accommodation for growth in either outcome.

President Newmeyer: We are on an unsustainable model right now. Growth, basic aid cuts and reduction of funding from Marin Community Foundation have been discussed at every meeting since February.

Johnathan Logan: What is the cost to individuals?

President Newmeyer: The fiscal time is excellent.

Bettie Hodges: When we talk about growth, who are we talking about?

Superintendent Pitts: MLK does not have adequate facilities for a comprehensive education program; five self contained classrooms would be overall (both sites).

Trustee Ziegler emphasized the need to acquire funds from some source just for the annual budget due to deferred maintenance.

Recent Power Point presentations and a calendar of meetings will be posted to the website.

### **ADJOURNMENT**

**M/s/c Thornton/Ziegler/all** to adjourn the meeting at 8:01 p.m.

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Signature/Date

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Title

**SAUSALITO MARIN CITY SCHOOL DISTRICT  
BOARD MEETING MINUTES  
May 16, 2012**

**ATTENDANCE**

Board Members: Thomas Newmeyer, William Ziegler, Karen Benjamin  
Shirley Thornton, Ed. D. via teleconference  
Mark Trotter absent  
Superintendent: Valerie Pitts, Ed. D.

President Thomas Newmeyer called the meeting to order at 7:08 p.m.

**M/s c Ziegler/Benjamin/all** to approve the agenda order.

**OPEN SESSION**

There was no public comment.

**Study Session for Community Input on Facilities**

Superintendent Pitts introduced a discussion on facilities. The district is responsible to keep up its facilities and to modify and have enough facilities, all of which should be driven by teaching and the education program. Projected enrollment at Bayside Elementary and Martin Luther King, Jr. Academy is holding and anticipates some growth; Willow Creek Academy is growing. She reviewed again the Facilities Needs Analysis prepared for both campuses.

Superintendent Pitts explained that the district's goal is three-fold: (1) determine what the district, the parents and the community need and want; (2) determine what the cost of each need or want and (3) determine whether to go for a bond. Refining needs/wants is a process that will extend beyond June.

Mr. Stan Clark, AIA, Quattrocchi Kwok Architects, was introduced. Mr. Clark distributed materials about Quattrocchi Kwok Architects who have been engaged to assist the district with its Master Plan. He explained that the district begins with the visioning of a Master Plan, which includes what you need/want for the learning environments for the children. The purpose of this discussion will be to hear from parents and community members so that the Master Plan can begin to evolve.

Discussion

- Create adequate recreation space for both school and community needs at the Martin Luther King, Jr. Academy field.
- Create portable unit space for school and community extra-curricular activities.
- Integrate/unify the MLK campus by creating paths of access between school buildings/field and across Phillips Drive to other services.
- Whatever the design, it must be flexible and adaptable for future possible configurations (form follows function).

- Whatever the curriculum, it must be adaptable to the future too; build adaptable space (form follows curriculum).
- Configuration can take place after the bond passes if envisioned with flexibility in mind.
- When wants and needs are known, dollars can be attached and prioritized.

Trustee Ziegler stated that he was personally not inclined to raise money on the basis of flexibility and would prefer to make clear and specific statements to the public about what is needed and wanted.

#### Discussion, continued

- It is hard to say we need certain curriculum without having experienced it (i.e.: foreign language).
- What the board does will be education driven.
- Consider soil condition beneath building sites proposed at MLK.
- School buildings in Marin City should capture the historical culture of Marin City in design.
- Facilities must work with the comprehensive education program; the district is also exploring an International Baccalaureate program.
- Expanded curriculum has been slow to develop at both Bayside and MLK.
- Four teachers are being hired at this time to develop art, music, physical education and counseling. Technology and assessment programs such as Study Island were added during the 2011/2012 school year.
- Bond funds can only be spent on facilities; general operating funds are spent for teachers/staff.
- The next board meeting, scheduled May 24, will include a study session discussion on race and isolation issues and continuation of the discussion on bond/facilities for public input.

Trustee Thornton stated that the board must determine whether a quality K-8 in Marin City will address the needs of its children.

President Newmeyer summarized that there are budget issues, race issues and a variety of opinions of what should be done. There has to be a balance between what the decision makers want and what the community wants; the board continues to listen.

#### Discussion, continued

- Discussions calling for parent/community input should be scheduled at times that are convenient for them to attend; outreach is important.
- Prepare flyers with Spanish translation. Parent, Rocia Novoa, volunteered to help.
- Consider a later start time for the discussion of race and isolation on May 24.
- Consider a 'decision tree' to summarize for people what they are coming to discuss.
- Consider Spanish translation at the meetings; language is a barrier.

The discussion ended at 8:20 p.m.

#### **PERSONS WISHING TO ADDRESS THE BOARD PRIOR TO CLOSED SESSION**

There was no public comment.

**CLOSED SESSION**

The Board and Superintendent went into closed session at 8:25 p.m.

Open session was reconvened at 8: 40 p.m.

President Newmeyer reported that no reportable action had been taken in closed session.

**ADJOURNMENT**

The meeting was adjourned at 8:42 p.m.

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Signature/Date

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Title



**Sausalito Marin City School District**

**Payment of Warrants**

5/24, 2012

Attached warrants include:

Batch 42 Fund 01 in the amount of \$15,360.73

Batch 42 Fund 13 in the amount of \$330.00

Batch 43 Fund 01 in the amount of \$101,320.00

Batch 44 Fund 01 in the amount of \$141,538.85

Batch 45 Fund 01 in the amount of \$62,256.08

Batch 46 Fund 01 in the amount of \$52,128.76

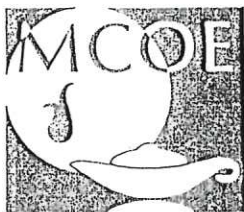
Batch 47 Fund 01 in the amount of \$27,119.84

Batch 47 Fund 13 in the amount of \$19,828.44

Batch 47 Fund 40 in the amount of \$800.00

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 4/10/12

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 \$ 15,690.73.

<u>FUND NUMBER</u>	<u>BATCH NUMBER</u>	<u>AMOUNT</u>
<u>01</u>	<u>42</u>	<u>15,360.73</u>
<u>13</u>	<u>42</u>	<u>330.00</u>
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Authorized Signature

Paula Rigney

DISTRICT: 47 SAUSALITO SCHOOL DISTRICT  
BATCH: 0042 GENERAL FUND  
FUND : 01 GENERAL FUND

W	JT	VENDOR/ADDR REQ#	NAME (REMIT) REFERENCE LN	FD	RESC	Y	OBJT	SO	GOAL	FUNC	LOC	ACT	GRP	ABA NUM	ACCOUNT NUM DESCRIPTION	AMOUNT
02966815		000609/	AMERICAN EXPRESS													
			PV-120369		01-0000-0-4300.00-0000-7150-725-000-000									3/12		28.69
					01-0000-0-4300.00-0000-7200-725-000-000									Starbucks		39.15
					01-0000-0-5240.00-1110-1010-700-000-000									MCOE Workshop Edney		100.00
					01-9479-0-4300.00-1110-1010-101-000-000									Food-Summer Program Open House		254.45
					01-9479-0-4300.00-1110-1010-101-000-000									Field Trips		237.99
					01-9479-0-4300.00-1110-1010-101-000-000									Subway		506.25
					WARRANT TOTAL											\$1,166.53
02966816		070358/	AT&T													
			PO-120003	1.	01-0000-0-5970.00-0000-7200-700-000-000									4/12		32.38
				1.	01-0000-0-5970.00-0000-7200-700-000-000									4/12		27.94
			PV-120361		01-0000-0-5970.00-0000-7200-700-000-000									4/12		61.58
					WARRANT TOTAL											\$121.90
02966817		070329/	AT&T CALNET 2													
			PO-120001	1.	01-0000-0-5970.00-0000-2700-700-000-000									331 1622		174.53
				1.	01-0000-0-5970.00-0000-2700-700-000-000									332 3867		30.22
				1.	01-0000-0-5970.00-0000-2700-700-000-000									331 3073		14.26
				1.	01-0000-0-5970.00-0000-2700-700-000-000									331 5765		13.33
				1.	01-0000-0-5970.00-0000-2700-700-000-000									331 6941		15.91
				1.	01-0000-0-5970.00-0000-2700-700-000-000									331 5828		13.33
				1.	01-0000-0-5970.00-0000-2700-700-000-000									332 3190		78.19
					WARRANT TOTAL											\$339.77
02966818		070672/	ARACELI CASTANEDA													
			PO-120259	1.	01-6500-0-5840.00-5770-7120-700-000-000									3/12		690.00
					WARRANT TOTAL											\$690.00
02966819		070578/	JAIME CASTRO													
			PV-120367		01-0000-0-8699.00-0000-0000-000-000-000									Replace stale dated check		12.12

DISTRICT: 47 SAUSALITO SCHOOL DISTRICT  
BATCH: 0042 GENERAL FUND  
FUND : 01 GENERAL FUND

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						\$12.12
02966820	070308/	CDW-G				
		PO-120272	1. 01-6300-0-4300.00-1110-1010-100-000-000	H569559		129.07
			WARRANT TOTAL			\$129.07
02966821	002547/	DISCOVERY OFFICE SYSTEMS				
		PO-120089	1. 01-0000-0-5605.00-0000-7200-725-000-000	3/12		119.95
			3. 01-0000-0-5605.00-1110-1010-101-000-000	3/12		91.37
		PV-120366	01-0000-0-4300.00-0000-7200-725-000-000	55E1103903		95.50
			WARRANT TOTAL			\$306.82
02966822	070602/	EBS HEALTHCARE				
		PO-120120	1. 01-6500-0-5800.00-5770-1190-700-000-000	217706		1,554.00
			WARRANT TOTAL			\$1,554.00
02966823	070667/	JULIANNE EDMONDSON				
		PV-120363	01-6500-0-4300.00-5770-1110-700-000-000	Mileage 3/12		17.71
			WARRANT TOTAL			\$17.71
02966824	002345/	EMPIRE ELEVATOR CO INC				
		PO-120013	1. 01-8150-0-5600.00-0000-8110-735-000-000	69882		114.40
			WARRANT TOTAL			\$114.40
02966825	070447/	MAXIM HEALTHCARE SERVICES				
		PO-120121	1. 01-6500-0-5835.00-5770-1182-700-000-000	611450084		2,146.50
			WARRANT TOTAL			\$2,146.50
02966826	001248/	NELSON STAFFING SOLUTIONS				
		PV-120362	01-0000-0-5845.00-0000-7200-725-000-000	5298760		105.00
			WARRANT TOTAL			\$105.00
02966827	000058/	P G & E CO				
		PV-120365	01-7230-0-4301.00-0000-3600-700-000-000	3/12		359.54
			WARRANT TOTAL			\$359.54
02966828	070222/	PROTECTION ONE				
		PO-120004	2. 01-0000-0-5840.00-0000-8300-101-000-000	10/11 to 2/12		328.25



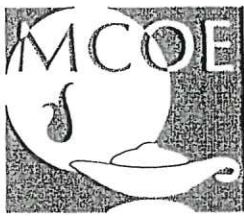
FUND : 01 GENERAL FUND

I	JNT	VENDOR/ADDR REQ#	NAME (REMIT) REFERENCE	LN	FD	RESC	Y	OBJT	SO	GOAL	FUNC	LOC	ACT	GRP	ABA NUM	ACCOUNT NUM	DESCRIPTION	AMOUNT
			PO-120280	1.	01	0000	0	5840	00	0000	8300	103	000	000			8/11 to 3/12	743.01
																	WARRANT TOTAL	\$1,071.26
02966829	070656/		PAULA RIGNEY															
			PV-120364		01	0000	0	4300	00	0000	7200	725	000	000			Supplies	144.67
																	WARRANT TOTAL	\$144.67
02966830	070580/		TRAHAN MECHANICAL															
			PV-120360		01	8150	0	5600	00	0000	8110	735	000	000			14904	90.00
																	WARRANT TOTAL	\$90.00
02966831	070666/		TREE MASTERS															
			PO-120237	1.	01	8150	0	5600	00	0000	8110	735	000	000			Trim Trees on Lincoln Road	2,600.00
																	WARRANT TOTAL	\$2,600.00
02966832	070525/		US BANCORP EQUIP. FINANCE INC															
			PO-120088	1.	01	0000	0	5605	00	0000	7200	725	000	000			200302149	744.47
																	WARRANT TOTAL	\$744.47
02966833	070125/		VENETIA VALLEY PTA															
			PV-120368		01	9479	0	5840	00	1110	1010	101	000	000			Referee Fees 11-12 Basketball	210.00
																	WARRANT TOTAL	\$210.00
02966834	070193/		WEST CAL TRACTOR															
			PO-120267	1.	01	8150	0	4300	00	0000	8100	735	000	000			P33013	136.97
																	WARRANT TOTAL	\$136.97
02966835	001244/		YOUTH IN ARTS															
			PO-120196	1.	01	9476	0	5840	00	1451	1010	700	000	000			4/12	3,300.00
																	WARRANT TOTAL	\$3,300.00
	*** FUND	TOTALS ***			TOTAL NUMBER OF WARRANTS:				21	TOTAL AMOUNT OF WARRANTS:								\$15,360.73*

DISTRICT: 47 SAUSALITO SCHOOL DISTRICT  
BATCH: 0042 GENERAL FUND  
FUND : 13 CAFETERIA FUND

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	AMOUNT
02966836	000609/	AMERICAN EXPRESS												
		PV-120369					13-5310-0-5840.00-0000-3700-100-000-000						Subway	205.00
							13-5310-0-5840.00-0000-3700-101-000-000						Subway	125.00
							WARRANT TOTAL							\$330.00
*** FUND	TOTALS ***						TOTAL NUMBER OF WARRANTS:	1					TOTAL AMOUNT OF WARRANTS:	\$330.00*
*** BATCH	TOTALS ***						TOTAL NUMBER OF WARRANTS:	22					TOTAL AMOUNT OF WARRANTS:	\$15,690.73*
*** DISTRICT	TOTALS ***						TOTAL NUMBER OF WARRANTS:	22					TOTAL AMOUNT OF WARRANTS:	\$15,690.73*

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# 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 4/10/12

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 \$ 101,320.00.

<u>FUND NUMBER</u>	<u>BATCH NUMBER</u>	<u>AMOUNT</u>
<u>01</u>	<u>43</u>	<u>101,320.00</u>
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Authorized Signature Paula Rigney

DISTRICT: 47 SAUSALITO SCHOOL DISTRICT

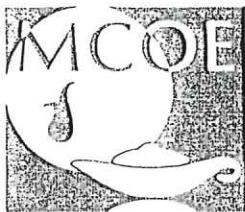
BATCH: 0043 GENERAL FUND

FUND : 01 GENERAL FUND

!	JNT	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	
02967152	002172/		WILLOW CREEK ACADEMY				
			PV-120370	01-0000-0-8096.00-0000-9200-103-000-000		April 2012 in lieu payment	101,320.00
				WARRANT TOTAL			\$101,320.00
***	FUND	TOTALS ***		TOTAL NUMBER OF WARRANTS:	1	TOTAL AMOUNT OF WARRANTS:	\$101,320.00*
***	BATCH	TOTALS ***		TOTAL NUMBER OF WARRANTS:	1	TOTAL AMOUNT OF WARRANTS:	\$101,320.00*
***	DISTRICT	TOTALS ***		TOTAL NUMBER OF WARRANTS:	1	TOTAL AMOUNT OF WARRANTS:	\$101,320.00*

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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 4/16/12

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 \$ 141,538.85.

<u>FUND NUMBER</u>	<u>BATCH NUMBER</u>	<u>AMOUNT</u>
<u>01</u>	<u>44</u>	<u>141,538.85</u>
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Authorized Signature

Paula Bigney

DISTRICT: 47 SAUSALITO SCHOOL DISTRICT  
BATCH: 0044 GENERAL FUND  
FUND : 01 GENERAL FUND

✓	NT	VENDOR/ADDR REQ#	NAME (REMIT) REFERENCE LN	FD	RESC	Y	OBJT	SO	GOAL	FUNC	LOC	ACT	GRP	ABA NUM	ACCOUNT NUM DESCRIPTION	AMOUNT
02967481		070067/	APPLE													
			PO-120274	1.	01-9479-0-4300.00-1110-1010-101-000-000										9991074154	20,766.00
				1.	01-9479-0-4300.00-1110-1010-101-000-000										9990977742	1,000.00
				1.	01-9479-0-4300.00-1110-1010-101-000-000										9991243104	3,058.44
				1.	01-9479-0-4300.00-1110-1010-101-000-000										9991436137	219.24
				1.	01-9479-0-4300.00-1110-1010-101-000-000										9991206506	436.92
				1.	01-9479-0-4300.00-1110-1010-101-000-000										9991267603	464.35
				2.	01-9479-0-4400.00-1110-1010-101-000-000										9991267603	5,151.54
					WARRANT TOTAL											\$31,096.49
02967482		070198/	ARROWHEAD													
			PO-120079	2.	01-0000-0-4300.00-0000-2700-100-000-000										4/12	32.55
				3.	01-0000-0-4300.00-0000-2700-101-000-000										4/12	14.11
				1.	01-0000-0-4300.00-0000-7200-725-000-000										4/12	14.12
					WARRANT TOTAL											\$60.78
02	'83	070421/	BRITE IDEAS													
			PV-120374		01-9479-0-4300.00-1110-1010-101-000-000										21101	458.25
					WARRANT TOTAL											\$458.25
02967484		070550/	KELLY BROWNING													
			PV-120381		01-0000-0-4300.00-0000-8210-735-000-000										Food-Black History Month Event	192.95
					WARRANT TOTAL											\$192.95
02967485		000608/	BURKELL PLUMBING													
			PV-120376		01-8150-0-5600.00-0000-8110-735-000-000										25424	963.83
					WARRANT TOTAL											\$963.83
02967486		070308/	CDW-G													
			PO-120275	1.	01-9479-0-4400.00-1110-1010-101-000-000										H905133	3,546.87
					WARRANT TOTAL											\$3,546.87
02967487		070569/	FORREST CORSON													
			PV-120379		01-0000-0-4300.00-0000-8210-735-000-000										Reimb. Garden Supplies	40.50

DISTRICT: 47 SAUSALITO SCHOOL DISTRICT

BATCH: 0044 GENERAL FUND

FUND : 01 GENERAL FUND

IN	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	
WARRANT TOTAL							\$40.50
02967488	070678/		CSUDH CAREER CENTER				
			PV-120371	01-9479-0-4300.00-1110-1010-101-000-000		Job Fair Attendance T. Tate	150.00
WARRANT TOTAL							\$150.00
02967489	070602/		EBS HEALTHCARE				
			PO-120120	1. 01-6500-0-5800.00-5770-1190-700-000-000		218356	3,108.00
WARRANT TOTAL							\$3,108.00
02967490	001807/		EMPLOYMENT DEVELOPMENT DEPT.				
			PV-120373	01-0000-0-9515.00-0000-0000-000-000-000		Q 1, 2012 UI	9,896.65
WARRANT TOTAL							\$9,896.65
02967491	070624/		LARKSPUR CORTE MADERA SCHOOL				
			PV-120383	01-9479-0-4300.00-1110-1010-101-000-000		59	16.02
WARRANT TOTAL							\$16.02
02967492	000045/		MARIN COUNTY OFFICE OF EDUC				
			PV-120375	01-9001-0-7142.00-5001-9200-700-000-000		120940	78,596.44
WARRANT TOTAL							\$78,596.44
02967493	000580/		MARIN COUNTY SHERIFF DEPART.				
			PV-120377	01-0000-0-5821.00-0000-7200-725-000-000		12355, 12356	100.00
WARRANT TOTAL							\$100.00
02967494	000047/		MARIN MUNICIPAL WATER DST				
			PO-120010	1. 01-0000-0-5535.00-0000-8200-000-000-000		2-4/12	820.84
WARRANT TOTAL							\$820.84
02967495	070447/		MAXIM HEALTHCARE SERVICES				
			PO-120121	1. 01-6500-0-5835.00-5770-1182-700-000-000		632820084	1,643.00
				1. 01-6500-0-5835.00-5770-1182-700-000-000		642040084	901.00
WARRANT TOTAL							\$2,544.00
02967496	070658/		NATIONAL EQUITY PROJECT				
			PO-120197	2. 01-9472-0-5849.00-0000-2100-100-000-000		SAU-0412	5,000.00

DISTRICT: 47 SAUSALITO SCHOOL DISTRICT

BATCH: 0044 GENERAL FUND

FUND : 01 GENERAL FUND

✓	JNT	VENDOR/ADDR REQ#	NAME (REMIT) REFERENCE LN	FD	RESC	Y	OBJT	SO	GOAL	FUNC	LOC	ACT	GRP	ABA NUM	ACCOUNT NUM DESCRIPTION	AMOUNT
WARRANT TOTAL																\$5,000.00
02967497		070222/	PROTECTION ONE													
			PO-120004	1.	01-0000-0-5840.00-0000-8300-100-000-000									4-6/12		149.99
				2.	01-0000-0-5840.00-0000-8300-101-000-000									4/12		65.65
WARRANT TOTAL																\$215.64
02967498		070248/	REDWOOD CITY SCHOOL DISTRICT													
			PO-120256	1.	01-6500-0-5839.00-5770-1131-700-000-000									4224		4,001.24
WARRANT TOTAL																\$4,001.24
02967499		001513/	SCHOOL SERVICES OF CALIFORNIA													
			PO-120261	1.	01-8150-0-5240.00-0000-8100-735-000-000									W069167		175.00
WARRANT TOTAL																\$175.00
02967500		070586/	SANDIE SPOERING													
			PV-120382		01-9479-0-4300.00-1110-1010-101-000-000									Reimb. Student Breakfast		37.08
WARRANT TOTAL																\$37.08
02967501		001531/	STAPLES CREDIT PLAN													
			PO-120276	1.	01-6500-0-4300.00-5770-1110-700-000-000									7972 3200 0008 2272		84.76
WARRANT TOTAL																\$84.76
02967502		001811/	STATE OF CALIFORNIA													
			PV-120378		01-0000-0-5821.00-0000-7200-725-000-000									901619		128.00
WARRANT TOTAL																\$128.00
02967503		070677/	LYDIA TUVESON													
			PO-120271	1.	01-6500-0-5835.00-5770-1182-700-000-000									02LT2011-12		162.00
WARRANT TOTAL																\$162.00
02967504		002619/	UPS													
			PV-120380		01-0000-0-4300.00-0000-7200-725-000-000									YR7384132		56.10
WARRANT TOTAL																\$56.10
02967505		070080/	WATER COMPONENTS & BUILDING													
			PV-120372		01-0000-0-4300.00-0000-8210-735-000-000									30298876		87.41



DISTRICT: 47 SAUSALITO SCHOOL DISTRICT

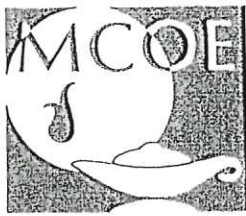
BATCH: 0044 GENERAL FUND

FUND : 01GENERAL FUND

COMMERCIAL WARRANT REGISTER

FOR WARRANTS DATED 04/18/2012

I	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			
	-----																	
	WARRANT TOTAL															\$87.41		
	*** FUND	TOTALS ***			TOTAL NUMBER OF WARRANTS:					25	TOTAL AMOUNT OF WARRANTS:					\$141,538.85*		
	***	BATCH TOTALS ***			TOTAL NUMBER OF WARRANTS:					25	TOTAL AMOUNT OF WARRANTS:					\$141,538.85*		
	***	DISTRICT TOTALS ***			TOTAL NUMBER OF WARRANTS:					25	TOTAL AMOUNT OF WARRANTS:					\$141,538.85*		



# MARIN COUNTY

## OFFICE OF EDUCATION

1111 LAS GALLINAS AVENUE/P.O. BOX 4925  
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MARY JANE BURKE  
MARIN COUNTY  
SUPERINTENDENT OF SCHOOLS

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

### VENDOR PAYMENT CERTIFICATION

Date 4/25/12

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 \$ 62,256.08.

<u>FUND NUMBER</u>	<u>BATCH NUMBER</u>	<u>AMOUNT</u>
<u>01</u>	<u>45</u>	<u>62,256.08</u>
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Authorized Signature

Paula Rigney

DISTRICT: 47 SAUSALITO SCHOOL DISTRICT  
BATCH: 0045 GENERAL FUND  
FUND : 01 GENERAL FUND

Y.	JANT	VENDOR/ADDR REQ#	NAME (REMIT) REFERENCE LN	FD	RESC	Y	OBJT	SO	GOAL	FUNC	LOC	ACT	GRP	ABA NUM	ACCOUNT NUM DESCRIPTION	AMOUNT
02968555		001196/	BARBARA ALMQUIST													
			PO-120269	1.	01-6500-0-5835.00-5770-1182-700-000-000										Mowry Silverman 2-3/12	552.50
															WARRANT TOTAL	\$552.50
02968556		000192/	AT&T													
			PO-120002	1.	01-0000-0-5970.00-0000-2700-000-000-000									234	343-6954 760 3	1,474.86
															WARRANT TOTAL	\$1,474.86
02968557		070329/	AT&T CALNET 2													
			PO-120001	1.	01-0000-0-5970.00-0000-2700-700-000-000									339	9258	650.22
				1.	01-0000-0-5970.00-0000-2700-700-000-000									4/12		415.07
															WARRANT TOTAL	\$1,065.29
02968558		000752/	BAUDVILLE													
			PV-120385		01-9472-0-4300.00-0000-2495-100-000-000									2395403		258.02
															WARRANT TOTAL	\$258.02
02968559		002270/	FISHMAN SUPPLY CO.													
			PO-120230	1.	01-0000-0-4300.00-0000-8211-735-000-000									871298		336.20
															WARRANT TOTAL	\$336.20
02968560		070680/	GREEN GULCH ZEN CENTER													
			PV-120388		01-9479-0-4300.00-1110-1010-101-000-000										Field Trip 5/21/12	75.00
															WARRANT TOTAL	\$75.00
02968561		000701/	HYDREX PEST CONTROL													
			PO-120133	1.	01-0000-0-5525.00-0000-8200-000-000-000									4/12		340.00
															WARRANT TOTAL	\$340.00
02968562		000506/	LOZANO SMITH													
			PO-120126	1.	01-0000-0-5829.00-0000-7100-000-000-000									35451-4, 33949 (partial)		8,630.64
			PV-120384		01-0000-0-5829.00-0000-7100-000-000-000									33949-50		2,251.22
															WARRANT TOTAL	\$10,881.86
02968563		000045/	MARIN COUNTY OFFICE OF EDUC													
			PO-120100	1.	01-0000-0-5940.00-0000-2700-700-000-000									120992		450.00

DISTRICT: 47 SAUSALITO SCHOOL DISTRICT

BATCH: 0045 GENERAL FUND

FUND : 01 GENERAL FUND

V.	ANT	VENDOR/ADDR REQ#	NAME (REMIT)		DEPOSIT TYPE								ABA NUM	ACCOUNT NUM DESCRIPTION	AMOUNT		
			REFERENCE	LN	FD	RESC	Y	OBJT	SO	GOAL	FUNC	LOC				ACT	GRP
			PO-120217	1.	01	-6500	-0	-5849	.00	-5001	-2110	-700	-000	-000	121018	4,000.39	
			PV-120390		01	-9472	-0	-5849	.00	-0000	-2100	-100	-000	-000	120968	1,125.00	
					01	-9479	-0	-5849	.00	-0000	-2100	-101	-000	-000	120968	1,125.00	
			WARRANT TOTAL													\$6,700.39	
02968564	070501/		MARIN HEAD START														
			PV-120387		01	-9472	-0	-5840	.00	-1110	-1010	-100	-000	-000	52198	11,334.28	
			WARRANT TOTAL													\$11,334.28	
02968565	070447/		MAXIM HEALTHCARE SERVICES														
			PO-120121	1.	01	-6500	-0	-5835	.00	-5770	-1182	-700	-000	-000	658400084	2,451.25	
			WARRANT TOTAL													\$2,451.25	
02968566	001927/		MILL VALLEY SERVICES														
			PO-120279	1.	01	-0000	-0	-4300	.00	-0000	-7150	-725	-000	-000	76204	3.80	
					1.	01	-0000	-0	-4300	.00	-0000	-7150	-725	-000	-000	76186	340.15
			WARRANT TOTAL													\$343.95	
02968567	000058/		P G & E CO														
			PO-120000	1.	01	-0000	-0	-5510	.00	-0000	-8200	-000	-000	-000	Due 5/4/12	2,371.92	
			WARRANT TOTAL													\$2,371.92	
02968568	070645/		VALERIE PITTS														
			PV-120392		01	-0000	-0	-4300	.00	-0000	-7150	-725	-000	-000	Reimb. Coffee/Board Meeting	16.60	
			WARRANT TOTAL													\$16.60	
02968569	070560/		PROGRESS GLASS														
			PO-120257	1.	01	-8150	-0	-5600	.00	-0000	-8110	-735	-000	-000	77356	2,425.00	
			WARRANT TOTAL													\$2,425.00	
02968570	001429/		SAUSALITO CHAMBER OF COMMERCE														
			PV-120391		01	-0000	-0	-5300	.00	-0000	-7110	-725	-000	-000	72020	431.25	
			WARRANT TOTAL													\$431.25	
02968571	001177/		SCHOOL ADMINISTRATORS PUBLISH														
			PO-120268	1.	01	-1100	-0	-4300	.00	-1110	-1010	-700	-000	-000	1099	73.95	



DISTRICT: 47 SAUSALITO SCHOOL DISTRICT  
BATCH: 0045 GENERAL FUND  
FUND : 01 GENERAL FUND

ANT	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						\$73.95
02968572	001517/	SCHOOL SERVICES OF CA				
	PO-120129	1.	01-0000-0-5300.00-0000-2700-700-000-000	2011-12-201		500.00
WARRANT TOTAL						\$500.00
02968573	001206/	SHELL OIL CO.				
	PV-120386		01-0000-0-4301.00-0000-8110-735-000-000	4/12		295.26
WARRANT TOTAL						\$295.26
02968574	001953/	SPECTRUM CENTER				
	PO-120123	1.	01-6500-0-5833.00-5750-1185-700-000-000	91369		5,794.00
	PO-120125	1.	01-6500-0-5833.00-5750-1185-700-000-000	91371		9,547.50
	PO-120242	1.	01-6500-0-5833.00-5750-1185-700-000-000	91370		264.00
WARRANT TOTAL						\$15,605.50
02968575	070522/	TENISHA TATE				
	PV-120393		01-0000-0-4300.00-0000-7110-725-000-000	Reimb. T Shirts, LA flight		163.00
			01-1100-0-4300.00-1110-1010-700-000-000	Reimb. T Shirts, LA flight		590.00
WARRANT TOTAL						\$753.00
02968576	002834/	TIMELY TRANSPORTATION				
	PO-120073	1.	01-7230-0-5840.00-1110-3600-700-000-000	5/12		3,898.00
WARRANT TOTAL						\$3,898.00
02968577	070120/	UNIVERSITY OF OREGON				
	PV-120389		01-1100-0-4300.00-1110-1010-101-000-000	12-01412-B		72.00
WARRANT TOTAL						\$72.00
*** FUND TOTALS ***			TOTAL NUMBER OF WARRANTS:	23	TOTAL AMOUNT OF WARRANTS:	\$62,256.08*
*** BATCH TOTALS ***			TOTAL NUMBER OF WARRANTS:	23	TOTAL AMOUNT OF WARRANTS:	\$62,256.08*
*** DISTRICT TOTALS ***			TOTAL NUMBER OF WARRANTS:	23	TOTAL AMOUNT OF WARRANTS:	\$62,256.08*

Printed: 04/27/2012 09:44:00



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

# VENDOR PAYMENT CERTIFICATION

Date 5/2/12

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 \$ 52,128.76.

[illegible]

Authorized Signature

Paula Bigney

DISTRICT: 47 SAUSALITO SCHOOL DISTRICT  
BATCH: 0046 GENERAL FUND  
FUND : 01 GENERAL FUND

V.	NT	VENDOR/ADDR REQ#	NAME (REMIT) REFERENCE LN	FD	RESC	Y	OBJT	SO	GOAL	FUNC	LOC	ACT	GRP	ABA NUM	ACCOUNT NUM DESCRIPTION	AMOUNT
02969268		002765/	ALADDINS AUTOMOTIVE													
			PO-120223	1.	01-7230-0-5600.00-0000-3600-700-000-000										45 day inspection & Alternator	1,261.19
															WARRANT TOTAL	\$1,261.19
02969269		000609/	AMERICAN EXPRESS													
			PV-120400		01-0000-0-4300.00-0000-7200-725-000-000										Due 5/11/12	75.27
					01-0000-0-4300.00-0000-7200-725-000-000										Due 5/11/12	75.16
					01-0000-0-5230.00-0000-7300-725-000-000										Due 5/11/12	64.51
					01-8150-0-6400.00-0000-8500-735-000-000										Due 5/11/12	849.00
					01-9479-0-4300.00-1110-1010-101-000-000										Due 5/11/12	89.21
															WARRANT TOTAL	\$1,153.15
02969270		070358/	AT&T													
			PO-120281	1.	01-0000-0-5970.00-0000-7200-700-000-000										4/12	31.18
															WARRANT TOTAL	\$31.18
02969271		070329/	AT&T CALNET 2													
			PO-120001	1.	01-0000-0-5970.00-0000-2700-700-000-000										289 1304	14.54
															WARRANT TOTAL	\$14.54
02969272		000006/	BAY CITIES REFUSE INC													
			PO-120007	1.	01-0000-0-5550.00-0000-8200-000-000-000										5/12	2,413.25
															WARRANT TOTAL	\$2,413.25
02969273		070550/	KELLY BROWNING													
			PV-120405		01-0000-0-4300.00-0000-8210-735-000-000										Reimb. YA Reception	159.76
															WARRANT TOTAL	\$159.76
02969274		070578/	JAIME CASTRO													
			PV-120404		01-0000-0-5230.00-0000-8110-735-000-000										Mileage 9/11-3/12	68.99
															WARRANT TOTAL	\$68.99
02969275		070602/	EBS HEALTHCARE													
			PO-120120	1.	01-6500-0-5800.00-5770-1190-700-000-000										218913	2,590.00
															WARRANT TOTAL	\$2,590.00

DISTRICT: 47 SAUSALITO SCHOOL DISTRICT  
BATCH: 0046 GENERAL FUND  
FUND : 01 GENERAL FUND

INVT	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		
02969276	070667/	JULIANNE EDMONDSON				
		PV-120407	01-6500-0-4300.00-5770-1110-700-000-000	Mileage 4/12		16.94
			WARRANT TOTAL			\$16.94
02969277	002345/	EMPIRE ELEVATOR CO INC				
		PO-120013	1. 01-8150-0-5600.00-0000-8110-735-000-000	70566		114.40
			WARRANT TOTAL			\$114.40
02969278	070263/	FEDEX				
		PV-120403	01-0000-0-5960.00-0000-2700-700-000-000	7-870-74318		26.51
			WARRANT TOTAL			\$26.51
02969279	000023/	GOODMAN BUILDING SUPPLY CO.				
		PO-120047	1. 01-8150-0-4300.00-0000-8100-735-000-000	5/12		170.56
		PV-120394	01-9479-0-4300.00-1110-1010-101-000-000	Due 5/11/12		81.67
			WARRANT TOTAL			\$252.23
02969280	001611/	HEALTH NET				
		PV-120395	01-0000-0-9520.00-0000-0000-000-000-000	5/12		632.83
			WARRANT TOTAL			\$632.83
02969281	000039/	KAISER FOUNDATION				
		PV-120396	01-0000-0-3402.00-0000-7110-725-000-000	16734-0001		1,086.86
			01-0000-0-9520.00-0000-0000-000-000-000	16734-0001		9,170.62
			01-0000-0-9520.00-0000-0000-000-000-000	578-0002		6,369.88
			WARRANT TOTAL			\$16,627.36
02969282	001794/	LOUIE'S DELI				
		PV-120408	01-0000-0-4300.00-0000-7110-725-000-000	4247		145.00
			WARRANT TOTAL			\$145.00
02969283	000117/	MARIN SCHOOLS JPA/VISION				
		PV-120399	01-0000-0-9520.00-0000-0000-000-000-000	5/12		449.14
			WARRANT TOTAL			\$449.14
02969284	070447/	MAXIM HEALTHCARE SERVICES				
		PO-120121	1. 01-6500-0-5835.00-5770-1182-700-000-000	676620084		2,027.25



COMMERCIAL WARRANT REGISTER  
FOR WARRANTS DATED 05/04/2012

FUND : 01 GENERAL FUND

LN	NT	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
-----																
WARRANT TOTAL																\$2,027.25
02969285		070682/	CHERYL MCDAVID													
			PV-120401			01-1100-0-4300.00-1110-1010-700-000-000									Reimb. Sports Equip. Purchase	89.84
WARRANT TOTAL																\$89.84
02969286		000015/	MSIA DENTAL													
			PV-120398			01-0000-0-9520.00-0000-0000-000-000-000									5/12	3,600.31
WARRANT TOTAL																\$3,600.31
02969287		001726/	NANCY ANN FLOWERS AND GIFTS													
			PV-120409			01-0000-0-4300.00-0000-7110-725-000-000									151626	140.94
WARRANT TOTAL																\$140.94
02969288		000444/	NSBA													
			PV-120402			01-0000-0-5210.00-0000-7110-725-000-000									135519	75.00
WARRANT TOTAL																\$75.00
02969289		000058/	P G & E CO													
			PO-120000	1.	01-0000-0-5510.00-0000-8200-000-000-000										Due 5/10/12	5,368.33
WARRANT TOTAL																\$5,368.33
02969290		070222/	PROTECTION ONE													
			PO-120004	2.	01-0000-0-5840.00-0000-8300-101-000-000										5/12	65.65
				3.	01-0000-0-5840.00-0000-8300-725-000-000										5/12	575.19
			PO-120280	1.	01-0000-0-5840.00-0000-8300-103-000-000										5/12	103.29
			PV-120406		01-0000-0-5840.00-0000-8300-103-000-000										87603140	128.00
WARRANT TOTAL																\$872.13
02969291		070553/	READING PARTNERS													
			PO-120243	1.	01-9472-0-5849.00-1110-1010-100-000-000										1-5/12	10,000.00
WARRANT TOTAL																\$10,000.00
02969292		070406/	SILYCO													
			PO-120024	1.	01-0000-0-5849.00-0000-2420-700-000-000										APR2012	3,600.00
WARRANT TOTAL																\$3,600.00

DISTRICT: 47 SAUSALITO SCHOOL DISTRICT

## COMMERCIAL WARRANT REGISTER

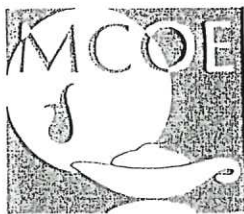
FOR WARRANTS DATED 05/04/2012

BATCH: 0046 GENERAL FUND

FUND : 01 GENERAL FUND

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	
02969293	070200/	STANDARD INSURANCE COMPANY CB												
		PV-120397		01	0000	0-9520.00-0000-0000-000-000-000							5/12	354.39
				01	0000	0-9520.00-0000-0000-000-000-000							5/12	44.10
						WARRANT TOTAL								\$398.49
***	FUND	TOTALS ***				TOTAL NUMBER OF WARRANTS:	26						TOTAL AMOUNT OF WARRANTS:	\$52,128.76*
***	BATCH	TOTALS ***				TOTAL NUMBER OF WARRANTS:	26						TOTAL AMOUNT OF WARRANTS:	\$52,128.76*
***	DISTRICT	TOTALS ***				TOTAL NUMBER OF WARRANTS:	26						TOTAL AMOUNT OF WARRANTS:	\$52,128.76*

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# 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 5/10/12

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 \$ 47,748.28.

<u>FUND NUMBER</u>	<u>BATCH NUMBER</u>	<u>AMOUNT</u>
<u>01</u>	<u>47</u>	<u>27,119.84</u>
<u>13</u>	<u>47</u>	<u>19,828.44</u>
<u>40</u>	<u>47</u>	<u>800.00</u>
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Authorized Signature

Paula Bigney

DISTRICT: 47 SAUSALITO SCHOOL DISTRICT  
BATCH: 0047 GENERAL FUND  
FUND : 01 GENERAL FUND

V	NT	VENDOR/ADDR REQ#	NAME (REMIT) REFERENCE LN	FD	RESC	Y	OBJT	SO	GOAL	FUNC	LOC	ACT	GRP	ABA NUM	ACCOUNT NUM DESCRIPTION	AMOUNT
02970077		002765/	ALADDINS AUTOMOTIVE													
			PO-120223	1.	01	-7230	-0	-5600	.00	-0000	-3600	-700	-000	-000	Broken Window	1,117.73
			WARRANT TOTAL													\$1,117.73
02970078		070358/	AT&T													
			PO-120281	1.	01	-0000	-0	-5970	.00	-0000	-7200	-700	-000	-000	4/12	122.91
			WARRANT TOTAL													\$122.91
02970079		070329/	AT&T CALNET 2													
			PO-120001	1.	01	-0000	-0	-5970	.00	-0000	-2700	-700	-000	-000	4/12	335.17
			WARRANT TOTAL													\$335.17
02970080		070449/	MARCO BERTI													
			PV-120414		01	-9479	-0	-4300	.00	-1110	-1010	-101	-000	-000	Reimb. Food for Sp. Event	67.50
			WARRANT TOTAL													\$67.50
02970081		000398/	MARGARET BONARDI													
			PV-120416		01	-0000	-0	-4300	.00	-0000	-7200	-725	-000	-000	Reimb. Cleaning Supplies	68.30
			WARRANT TOTAL													\$68.30
02970082		070513/	BOYS AND GIRLS CLUB													
			PO-120081	1.	01	-6010	-0	-5840	.00	-1110	-1010	-700	-000	-000	SMCSD 5-2012	11,000.00
			PO-120173	1.	01	-9479	-0	-5840	.00	-1110	-1010	-101	-000	-000	TRAN 4-2012	452.13
			WARRANT TOTAL													\$11,452.13
02970083		070672/	ARACELI CASTANEDA													
			PO-120259	1.	01	-6500	-0	-5840	.00	-5770	-7120	-700	-000	-000	4/12	300.00
				1.	01	-6500	-0	-5840	.00	-5770	-7120	-700	-000	-000	4/12 Mileage	56.39
			WARRANT TOTAL													\$356.39
02970084		070263/	FEDEX													
			PV-120411		01	-0000	-0	-5960	.00	-0000	-2700	-700	-000	-000	7-878-21615	21.43
			WARRANT TOTAL													\$21.43
02970085		002270/	FISHMAN SUPPLY CO.													
			PO-120230	1.	01	-0000	-0	-4300	.00	-0000	-8211	-735	-000	-000	872781	224.74

DISTRICT: 47 SAUSALITO SCHOOL DISTRICT  
BATCH: 0047 GENERAL FUND  
FUND : 01 GENERAL FUND

↓	NT	VENDOR/ADDR REQ#	NAME (REMIT) REFERENCE LN	FD	RESC	Y	OBJT	SO	GOAL	FUNC	LOC	ACT	GRP	ABA NUM	ACCOUNT NUM DESCRIPTION	AMOUNT
WARRANT TOTAL																\$224.74
02970086	070579/		INTEGRATED NETWORK CABLE													
			PV-120410		01-8150-0-4300.00-0000-8100-735-000-000									35432		477.71
WARRANT TOTAL																\$477.71
02970087	002753/		MACGILL DISCOUNT SCHOOL NURSE													
			PO-120286	1.	01-0000-0-4300.00-1110-3140-100-000-000									402497		33.89
WARRANT TOTAL																\$33.89
02970088	000045/		MARIN COUNTY OFFICE OF EDUC													
			PO-120184	1.	01-0000-0-5840.00-0000-7705-700-000-000									121071		2,961.00
WARRANT TOTAL																\$2,961.00
02970089	070470/		MARIN RESOURCE RECOVERY CENTER													
			PV-120417		01-0000-0-5550.00-0000-8200-000-000-000									4/12		240.00
WARRANT TOTAL																\$240.00
02970090	000051/		NASCO													
			PO-120287	1.	01-1100-0-4300.00-1110-1010-101-000-000									584670		43.65
WARRANT TOTAL																\$43.65
02. 91	070658/		NATIONAL EQUITY PROJECT													
			PO-120197	2.	01-9472-0-5849.00-0000-2100-100-000-000									SAU-0512		5,000.00
WARRANT TOTAL																\$5,000.00
02970092	000058/		P G & E CO													
			PV-120412		01-7230-0-4301.00-0000-3600-700-000-000									3085089005		266.03
WARRANT TOTAL																\$266.03
02970093	000073/		PEARSON EDUCATION													
			PO-120285	1.	01-1100-0-4300.00-1110-1010-700-000-000									73435482		50.50
WARRANT TOTAL																\$50.50
02970094	070656/		PAULA RIGNEY													
			PV-120415		01-0000-0-4300.00-0000-2700-101-000-000									Lunches 5/4/12		33.79
WARRANT TOTAL																\$33.79



DISTRICT: 47 SAUSALITO SCHOOL DISTRICT

BATCH: 0047 GENERAL FUND

FUND : 01 GENERAL FUND

1	JNT	VENDOR/ADDR REQ#	NAME (REMIT) REFERENCE	LN	FD	RESC	Y	OBJT	SO	GOAL	FUNC	LOC	ACT	GRP	ABA NUM	ACCOUNT NUM DESCRIPTION	AMOUNT
02970095		070677/	LYDIA TUVESON														
			PO-120271	1.	01-6500-0-5835.00-5770-1182-700-000-000											03LT2011-12	202.50
			WARRANT TOTAL														\$202.50
02970096		070525/	US BANCORP EQUIP. FINANCE INC														
			PO-120088	1.	01-0000-0-5605.00-0000-7200-725-000-000											202387775	744.47
			WARRANT TOTAL														\$744.47
02970097		001244/	YOUTH IN ARTS														
			PO-120196	1.	01-9476-0-5840.00-1451-1010-700-000-000											5/12	3,300.00
			WARRANT TOTAL														\$3,300.00
*** FUND		TOTALS ***														TOTAL AMOUNT OF WARRANTS:	\$27,119.84*
																TOTAL NUMBER OF WARRANTS:	21

DISTRICT: 47 SAUSALITO SCHOOL DISTRICT

BATCH: 0047 GENERAL FUND

FUND : 13CAFETERIA FUND

COMMERCIAL WARRANT REGISTER

FOR WARRANTS DATED 05/11/2012

I	.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	
02970098		070649/		REVOLUTION FOODS														
				PO-120172	1.	13-5310-0-5849.00-0000-3700-700-000-000									35103		693.60	
					1.	13-5310-0-5849.00-0000-3700-700-000-000									37465		515.00	
				PO-120249	1.	13-5310-0-5840.00-0000-3700-100-000-000									35103		7,093.25	
					1.	13-5310-0-5840.00-0000-3700-100-000-000									37465		5,648.07	
					2.	13-5310-0-5840.00-0000-3700-101-000-000									35103		2,966.61	
					2.	13-5310-0-5840.00-0000-3700-101-000-000									37465		2,911.91	
				WARRANT TOTAL														\$19,828.44
*** FUND		TOTALS ***		TOTAL NUMBER OF WARRANTS: 1										TOTAL AMOUNT OF WARRANTS:		\$19,828.44*		

DISTRICT: 47 SAUSALITO SCHOOL DISTRICT

BATCH: 0047 GENERAL FUND

FUND : 40 SPECIAL RESERVE-CAP OUTLAY #1

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			
02970099	070627/	INSPECTION SERVICES					
	PV-120413		40-0000-0-6220.00-0000-8500-103-000-103	111282		800.00	
			WARRANT TOTAL			\$800.00	
*** FUND	TOTALS ***		TOTAL NUMBER OF WARRANTS: 1	TOTAL AMOUNT OF WARRANTS:		\$800.00*	
*** BATCH	TOTALS ***		TOTAL NUMBER OF WARRANTS: 23	TOTAL AMOUNT OF WARRANTS:		\$47,748.28*	
*** DISTRICT	TOTALS ***		TOTAL NUMBER OF WARRANTS: 23	TOTAL AMOUNT OF WARRANTS:		\$47,748.28*	

Printed: 05/11/2012 11:16:11

**Sausalito Marin City School District**  
Office of the Superintendent

**Date:** May 24, 2012  
**To:** Board of Trustees  
**From:** Valerie Pitts, Superintendent  
**Re:** Action: Interdistrict Attendance Agreement in Response to AB2444

Background

Last year a number of districts signed an Interdistrict Attendance Agreement in response to AB 2444. The Agreement took effect July 1, 2011 for a five-year term and could be extended for an additional year in subsequent years. As such, the Marin County Office of Education needs to know if our district will be continuing to participate in this Agreement for 2012-13.

Analysis

For the 2011/2012 school year, the number of Interdistrict Transfers approved from SMCSD to other Marin school districts was as follows: San Rafael, 6; Ross Valley, 1 and Larkspur/Corte Madera, 2.

Financial Impact

SMCSD, the district of residence, will receive the revenue limit from the district of attendance only if it is a revenue limit school district.

Legal Implications

Without an attendance agreement between districts, districts lose the ability to annually review interdistrict transfers.

Recommendation

The Superintendent recommends the Board renew the Agreement for the 2012/2013 school year.

Backup attached: Yes \_\_\_X\_\_\_ No \_\_\_\_\_

**AGREEMENT OF THE PARTICIPATING  
SCHOOL DISTRICTS IN MARIN COUNTY  
REGARDING  
INTERDISTRICT ATTENDANCE AGREEMENTS**

2012-2013

- Education Code 46600(a) provides that "The governing boards of two or more school districts may enter into an agreement, for a term not to exceed five school years, for the interdistrict attendance of pupils who are residents of the districts."
- Education Code 46600(a) further provides that "The agreement shall stipulate the terms and conditions under which interdistrict attendance shall be permitted or denied."
- Assembly Bill No. 2444 amended Education Code 46600 so as to allow the transfer agreement to contain standards for reapplication and revocation of interdistrict transfers agreed to by the district of residence and the district of attendance.
- The undersigned school districts seek to serve the students in their districts in an efficient and collaborative matter.
- Pursuant to Assembly Bill No. 2444, the Governing Boards of the districts listed below hereby agree that when interdistrict transfer requests are approved the reapplication and revocation of such permits shall be subject to the interdistrict transfer provisions set forth in Board Policy and Regulations from each of the other districts.
- This agreement will take effect July 1, 2012 for a five-year term. On or about May of each year districts will review the agreement for purposes of extending the term for an additional year.

District	Board President	Signature	Date of Governing Board Approval
Bolinas-Stinson Union School District			
Dixie School District			
Kentfield School District			
Laguna Joint School District			
Lagunitas School District			
Larkspur-Corte Madera School District			
Lincoln School District			
Mill Valley School District			
Nicasio School District			
Novato Unified School District			
Reed Union School District			
Ross School District			
Ross Valley School District			
San Rafael Elementary School District			
San Rafael High School District			
Sausalito Marin City School District			
Shoreline Unified School District			
Tamalpais Union High School			
Union Joint School District			



**Sausalito Marin City School District**  
**Office of the Superintendent**

**Date:** May 24, 2012  
**To:** Board of Trustees  
**From:** Valerie Pitts, Superintendent  
**Re:** Action: Marin Schools Insurance Authority (MSIA) Joint Powers Authority (JPA) Agreement

Background

Marin Schools Insurance Authority (MSIA) is a Joint Powers Authority (JPA) formed in 1985 through formal approval of resolution and execution of the Agreement signature page by each Member district.

Analysis

Since January 2010, Bickmore Risk Services staff has been working diligently with the MSIA Policies and Procedures Committee to address, analyze and create policies and procedures to memorialize MSIA's philosophies and practices related to general governance of the JPA, as well as individual programs, to be contained in an MSIA Policies and Procedures Manual. In the process of doing so, it was recognized that the MSIA JPA Agreement and Bylaws would need to be revised to become consistent with any policies or procedures established, as well as to reflect necessary changes to adhere to requirements of the California Association of Joint Powers Authorities (CAJPA) Accreditation Standards. A goal of MSIA is to achieve CAJPA accreditation in the future.

The JPA Agreement has been revised to be consistent with established policies and existing operational practices. A summary of the revisions are attached along with the revised Agreement.

Financial Impact

There is no financial impact.

Recommendation

The Superintendent recommends that the Board approve the revised JPA Agreement.

Backup attached: Yes \_\_\_X\_\_\_ No \_\_\_\_\_



## SUMMARY OF CHANGES TO MSIA JPA AGREEMENT – Page 1/2

The following are the changes to the JPA Agreement:

- **Table of Contents** - A Table of Contents has been added for ease of locating relevant information.
- **“Self Insurance” References** - In several places within the document the term “self insurance” has been added so as not to limit the agreement to commercial insurance which is appropriate as per Education Code Section 35208(c).
- **“District” References** – Many references to “District” have been changed to “Member” as MSIA has and may approve membership in the JPA to public entities other than school districts.
- **Section 2: Definitions:**
  - **“Agency”** - All references to the Marin County Office of Education (MCOE) as MSIA’s Agent or “administering Agency” have been removed as MCOE is no longer the administering agency of MSIA.
  - **“Administrative Services Provider”** – “Administrative Services Organization” has been removed and replaced with “Administrative Services Provider” as the original definition was inaccurate.
  - **“Board of Directors”** – Definition revised as per Board Counsel’s suggestion.
  - **“Broker” and “Fiscal Year”** – Definitions moved to allow the Definitions section to reflect an alphabetical order.
  - **“Law”** – Definition revised to define the various laws/government codes that could apply to the Agreement.
  - **“Local Education Agency” and “Third Party Administrator”** - Definitions were added as per the direction of the Committee.
  - **“Management Committee”** – Definition revised as per the direction of the Committee and moved to allow the Definitions section to reflect an alphabetical order.
  - **“Member” and “Program Year”** – Definitions were revised as per the direction of the Committee.
- **Section 4: Functions of Authority, Item #4** – Revised as per the direction of the Committee and as per Government Code Section 6508, to include the power to hire independent consultants, administrators and employees.



## SUMMARY OF CHANGES TO MSIA JPA AGREEMENT – Page 2/2

- **Section 7: Membership in the Authority** – Section enhanced to bring the JPA Agreement into compliance with the CAJPA Accreditation Standards, discussing the transfer of rights, obligations and liabilities.
- **Section 8: Withdrawal (or Termination) from the Authority** – Section revised, as per the recommendation of Board Counsel, in title and text, to specifically refer to both withdrawal and termination so as to avoid ambiguity.
- **Section 9: Enforcement** - Section enhanced to bring the JPA Agreement into compliance with the CAJPA Accreditation Standards.
- **Section 10: Finance, Item 1** - This section refers to MCOE transferring payments to the Authority should payments by a Member not be made in a timely manner. As MCOE is no longer the administering agency for MSIA, this section has been revised accordingly. Language has also been added to allow MSIA the flexibility to assess late fees and/or interest to Members should delinquent payments become an issue to the financial fluidity and stability of the JPA.
- **Section 11: Annual Audits and Audit Reports** - Section added to bring the JPA Agreement into compliance with the CAJPA Accreditation Standards, ensuring and annual financial audit by an independent certified public accountant.
- **Section 12. Board of Directors** – Section revised to correspond to the Bylaws and allow Board appointment by the Superintendent as well as a Member's governing Board.
- **(Strikeout) Section 12. Agency** – Section removed as MCOE is no longer MSIA's Agent or "administering agency."
- **Section 13: Liability and Indemnification; Section 15: Notices; Section 16: Binding Effects of Bylaws and Other Governing Documents; Section 17: Prohibition Against Assignment; and Section 19: Filing With the Secretary of State** – Sections added to bring the JPA Agreement into compliance with the CAJPA Accreditation Standards.
- **Signature Page** – Amended to reflect the State requirement that all parties to a JPA Agreement must independently execute a Signature Page evidencing their intent to participate in the JPA.
  - It should be noted that any revision to a JPA Agreement requires at least 2/3rds of the JPA's Members to agree to the changes by submitting a new, duly executed Signature Page to the Authority.



JOINT POWERS AGREEMENT

CREATING THE

MARIN SCHOOLS INSURANCE AUTHORITY

adopted

December 1, 1985

amended

September 1, 2011

## JOINT POWERS AGREEMENT

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MARIN SCHOOLS INSURANCE AUTHORITY  
JOINT POWERS AGREEMENT  
FOR THE OPERATION OF A  
COMMON RISK MANAGEMENT, SELF INSURANCE, AND INSURANCE PROGRAM

THIS AGREEMENT dated for convenience as of December 1, 1985, by and among various school districts recorded by name per addendums attached to and made a part of this agreement.

WITNESSETH:

WHEREAS, provisions of the California Education and Government Codes permit or require school districts to provide various forms of insurance for district property, employees and operations, as well as health and welfare benefits for employees; and

WHEREAS, Article. 1, Chapter 5, Division 7, Title 1 (commencing with Section 6500) of the California Government Code permits two or more public agencies to jointly exercise any power common to the contracting parties; and

WHEREAS, Education Code Section 35208(c) permits each of the parties hereto to join together with each of the other parties for the purpose of providing all forms of insurance, self insurance, and benefits as may appear practical; and

WHEREAS, it appears economically practical for the parties hereto to do so;  
NOW, THEREFORE, for and in consideration of all of the mutual benefits, covenants, and agreements herein contained, the parties hereto agree as follows:

SECTION 1. PURPOSE AND DEFINITION

The purpose of this agreement is to establish an authority to exercise such powers referred to in the above recitals by acquiring a single policy or policies of insurance, self insurance, or service contracts to cover Workers' Compensation, property, liability, surety, medical, dental, vision and other forms of insurance, self insurance, or service contracts as may appear practical to the parties hereto; and to provide for the establishment and maintenance of a fund or funds for the purpose of paying the cost of the insurance or self insurance coverage, operating expenses, pooled claims, and service contracts. It is also the purpose of this agreement to provide for the inclusion at a subsequent date of such additional districts as may desire to become parties to the agreement, and, to the extent permitted by law, to provide for the purchase at a subsequent date of such other forms of insurance as may appear practical to the parties.

## SECTION 2. DEFINITIONS

Unless the context otherwise requires, the terms used herein shall have the following meanings:

**Administrative Services Provider** – shall mean the person(s) or organization(s) responsible for the daily administration, management, and operation of the Authority's programs as defined in the By-Laws.

**Authority** - shall mean the Marin Schools Insurance Authority created by this agreement.

**Board of Directors** - shall mean the governing board of the **Authority** constituted as set forth in Section 12 of this agreement.

**Broker** - shall mean the broker or brokers engaged by the **Board of Directors**.

**District** - shall mean singularly one of the public school districts or County Office of Education or Community College District which is a party to this agreement, and plurally two or more of the school districts or County Office of Education or Community College District which are party to this agreement.

**Fiscal Year** - shall mean the period from the first of July of each year to and including the 30th day of June of the following year.

**Insurance Policy** - shall mean a policy or policies of insurance purchased by the **Authority**.

**Law** - shall include but not be limited to Education Code Sections 1252, 35208, and 35214, Labor Code Section 3700, and Government Code Sections 989, 990, 990.4, 990.8, and 6500 et seq.

**Local Education Agency** – shall include but is not limited to a public school or Community College District, charter school, or public school related joint powers authority located in Marin County.

**Management Committee** - shall mean those persons elected by the **Board of Directors** to assist in operation of the **Authority**.

**Member** - shall mean any **District** or **Local Education Agency** or other public school related public entity authorized by the State of California whose governing board has voted to participate in this Joint Powers Agreement and has been accepted according to the By-Laws.

**Program Year** – shall mean that 12-month period of time commencing at 12:01 a.m. on the effective date selected by the **Board of Directors** for each individual

program.

**Third Party Administrator** - shall mean any firm or firms engaged by the **Board of Directors** for the purpose of determining and paying for losses and related matters.

### SECTION 3. CREATION OF AUTHORITY

Pursuant to Section 6500 of the Government Code, there is hereby created a public entity, separate and apart from the parties hereto, to be known as the Marin Schools Insurance Authority. The debts, liabilities, and obligations of the **Authority** do not constitute the debts, liabilities or obligations of any party of this agreement.

### SECTION 4. FUNCTIONS OF AUTHORITY

1. To provide for insurance and self-insurance programs, to perform or contract for the performance of the financial administration, policy formulation, claim service, legal representation, loss control, and other services as practical.

2. To pay or handle claims of any **Member** for claims filed and arising out of facts occurring during the period of membership and selected coverages in the **Authority**. The **Authority** shall not pay or handle for a **Member** any claims which arise out of facts occurring before membership coverage, or after termination of membership in this **Authority**.

3. To pursue any **Members'** right of subrogation against a third party when appropriate.

4. To enter into contracts within the scope and purpose of this **Authority**. The power to contract includes but is not limited to the power to retain independent consultants and administrators and hiring employees.

5. To acquire equipment, facilities, and hire personnel or retain consultants for the handling of the insurance or self-insurance programs.

6. To incur debts, liabilities, and obligations to accomplish the purposes of this agreement.

7. To receive income, gifts, contributions, and donations of property, funds, services, and other forms of assistance from persons, firms, corporations, associations, and any governmental entity.

8. To invest funds.



9. To provide a forum for discussion, study, development, and implementation of recommendations of mutual interest regarding other programs of insurance and self-insurance.

10. To sue and be sued in the name of the **Authority**.

11. To perform such other functions as may be practical to carry out this agreement, so long as such other functions so performed are not prohibited by any Federal, State or local law and not otherwise inconsistent with the terms of this agreement.

## SECTION 5. TERMS

This agreement shall become effective as of December 1, 1985, and shall continue until terminated as hereinafter provided.

## SECTION 6. POWERS OF THE AUTHORITY

The **Authority** shall have the power and authority to exercise any power common to the **Districts** which are parties to this agreement, provided that the same are in furtherance of the functions and objectives of this agreement as herein set forth. Pursuant to Section 6509 of the California Government Code, the exercise of the aforesaid powers of the **Authority** shall be subject to the restrictions upon the manner of exercising such powers by a public educational agency having the same status as the public entities participating in the **Authority**, except as otherwise provided in this agreement.

## SECTION 7. MEMBERSHIP IN THE AUTHORITY

Each party to this agreement must be eligible for membership in the **Authority** as defined by the By-Laws and shall become a **Member** of the **Authority** on the effective date. Each party which becomes a **Member** of the **Authority** shall be entitled to the rights and privileges of, and shall be subject to the obligations of membership as provided in this agreement, the By-Laws, or other governing documents or resolutions of the **Board of Directors**.

Upon a **Member** organization or re-organization, including dissolution, merger, or consolidation, which results in extinguishment or dissolution of the legal existence of a **Member**, the rights, obligations, and liabilities of such **Member** under this agreement, the By-Laws, or other governing documents, or resolutions of the **Board of Directors** shall be the rights, obligations, and liabilities of the successor public entity.

## SECTION 8. WITHDRAWAL OR TERMINATION FROM THE AUTHORITY

Any **Member** may voluntarily withdraw from membership or be involuntarily terminated as provided in the By-Laws.

No refund or repayment of any kind shall be given to any terminated or withdrawn **Member**.

## SECTION 9. ENFORCEMENT

The **Authority** is hereby given authority to enforce this agreement. In the event action is instituted by the **Authority** to enforce any term of any of the governing documents of any program or otherwise against any **Member**, and judgment is recovered against a **Member**, the **Member** shall pay all costs incurred by the **Authority**, including reasonable attorney's fees as fixed by the court.

## SECTION 10. FINANCE

1. Each **Member** shall pay to the **Authority** each **fiscal year** the premiums on insurance or self insurance coverage selected by the **Member**, the pool contributions, and any assessments authorized by the **Board of Directors**. Should the payments not be made in a timely manner the **Board of Directors** may authorize the **Authority** to bill the **Member** late fees and/or interest on the delinquent payment.

2. Should the total claims obligations against the **Authority** in a fund exceed in any year the total amount of operating and reserve funds established by the **Board of Directors**, the **Members** in that fund may be assessed and shall pay a pro rata share of the additional contribution as determined by the **Board of Directors**.

## SECTION 11. ANNUAL AUDITS AND AUDIT REPORTS

The Treasurer shall cause an annual financial audit to be made by an independent Certified Public Accountant with respect to all **Authority** receipts, disbursements, other transactions and entries into the books. A report of the financial audit shall be filed as a public record with each **Member**. The audit shall be conducted in accordance with Government Code Section 6505 and filed with the County Auditor or others as required by the laws of California. The **Authority** shall pay the cost of the financial audit and charge the cost against the **Members** in the same manner as other administrative costs.



## SECTION 12. BOARD OF DIRECTORS

The **Authority** shall be governed by a **Board of Directors** as set forth in the By-Laws. **Members**, representatives, and alternates shall be appointed in writing and shall serve until they are replaced by the **Member** Governing Board or superintendent. Only the superintendent of a **District** or a designated management employee shall be eligible to serve as a regular or alternate **Member** of the **Board of Directors**. The alternate shall have the authority to attend, participate in, and vote at any regular meeting of the **Board of Directors** when the regular **Member** for whom (s)he is an alternate is absent from said **Board of Directors** meeting. Each **Member** of the **Board of Directors** or alternate shall serve at the pleasure of the **Member** by which (s)he has been appointed. Each **Member** of the **Board of Directors** shall have one (1) vote.

## SECTION 13. LIABILITY AND INDEMNIFICATION

Pursuant to the provisions of Section 895, et seq. of the California Government Code, each **Member** hereto agrees to defend, indemnify, and hold harmless each other **Member** from any liability, claim, or judgment for injury or damages caused by a negligent or wrongful act or omission of an agent, officer and/or employee of a **Member** which occurs or arises out of performance of this agreement, provided that, pursuant to Government Code Section 6512.2, Section 895.2 is specifically not applicable to the **Members** for purposes of this agreement.

The tort liability of the **Authority**, all **Members** of the **Board of Directors**, and all officers and employees of the **Authority**, shall be controlled by the provisions of Division 3.6 of Title I of the California Government Code.

The **Authority** may insure itself to the extent deemed necessary by the **Board of Directors** against loss, liability, and claims arising out of or connected with this Agreement.

The debts, liabilities, and obligations of the **Authority** do not constitute the debts, liabilities, and/or obligations of any **Member**.

## SECTION 14. AMENDMENTS

This agreement may be amended at any time by a written amendment signed by two-thirds of the Governing Boards of the **Members** of the **Authority**. Any such amendment shall be effective upon the date of final execution thereof, unless otherwise provided in the amendment.

## SECTION 15. NOTICES

Notice to each **Member** under this agreement is sufficient if mailed to its respective address on file with the **Authority**.

## SECTION 16. BINDING EFFECTS OF BY-LAWS AND OTHER GOVERNING DOCUMENTS

Each party to this agreement by the execution hereof agrees to be bound by and comply with all of the terms and conditions of the By-Laws and other governing documents and any resolution adopted by the **Board of Directors** as they now exist or may hereafter be adopted or amended.

## SECTION 17. PROHIBITION AGAINST ASSIGNMENT

No **Member** may assign a right, claim, or interest it may have under this agreement. No creditor, assignee, or third party beneficiary of a **Member** has a right, claim, or title to any part, share, interest, fund, premium, or asset of the **Authority**.

## SECTION 18. SEVERABILITY

Should any portion term condition, or provision of this agreement and its By-Laws be decided by a court of competent jurisdiction to be illegal or in conflict with any law of the State of California, or be otherwise rendered unenforceable or ineffectual, the validity of the remaining portions, terms, conditions and provisions shall not be affected thereby.

## SECTION 19. FILING WITH THE SECRETARY OF STATE

The **Administrative Services Provider** of the **Authority** shall file a notice of this agreement with the office of California Secretary of State within 30 days of its effective date, as required by Government Code § 6503.5 and within 70 days after the date of commencement of its legal existence as required by Government Code §53051.

## SECTION 20. TERMINATION OF AUTHORITY

This agreement may be terminated effective at the end of any **fiscal year** by the affirmative action of two-thirds of the Governing Boards of the **Members** of the **Authority** provided, however, that the **Authority** and this agreement shall continue to exist for the purpose of disposing of all claims, distribution of assets, and all other functions necessary to conclude the affairs of the **Authority**.

MARIN SCHOOLS INSURANCE AUTHORITY  
JOINT POWERS AGREEMENT  
FOR THE OPERATION OF A  
COMMON RISK MANAGEMENT, SELF INSURANCE, AND INSURANCE PROGRAM

In witness whereof, the following parties have each executed this agreement as amended on the dates set forth below and acknowledge their membership to the Authority.

\_\_\_\_\_  
MSIA Member

Date: \_\_\_\_\_

\_\_\_\_\_  
Superintendent or Designee

Date: \_\_\_\_\_

\_\_\_\_\_  
Entity

President of Entity Governing  
Board

**Sausalito Marin City School District**  
Office of the Superintendent

**Date:** May 24, 2012  
**To:** Board of Trustees  
**From:** Valerie Pitts, Superintendent  
**Re:** Action: Marin Countywide Plan for Expelled Youth

Background

The 2012 update of the Marin Countywide Plan for Expelled Youth has been completed by the County Office of Education. Districts are required to approve the plan.

District representatives attended a meeting to review the plan requirements and discuss its new elements. Several districts then provided additional information addressing the new elements of the 2012-2015 plan. These elements include identification of best practices for behavior intervention approaches used to minimize the number of suspensions and expulsions to address the disproportionate number of minority students who are suspended or expelled.

Analysis

The Revised Plan, Timeline, Required Elements, and Talking Points are attached for Trustee review.

Financial Impact

None.

Legal Implications

As indicated in the plan, Districts are responsible for ensuring the education of students who are expelled.

Recommendation

The Superintendent recommends Trustees approve the 2012-2015 Marin Countywide Plan for Expelled Youth.

Backup attached: Yes ☒ No ☐



**MARIN COUNTYWIDE PLAN  
FOR  
EXPELLED YOUTH  
2012  
Required Elements**

- ◆ Overview of existing county services
- ◆ Overview of existing district services
- ◆ Identification of gaps in educational services
- ◆ Identification of strategies for filling identified gaps
- ◆ Identification of district alternative placements for expelled pupils who fail to meet the terms of rehabilitation plans
- ◆ Best practices, at site and district levels, of behavioral intervention approaches and options used to minimize the number of suspensions leading to expulsions, of expulsions being ordered, and to support students returning from expulsion
- ◆ How do these best practices relate to any disproportionate representation of minority students in such interventions?
- ◆ Adoption of the plan by the Board of each school district within the county and by the County Board of Education
- ◆ Submission of plan to State Department of Education by June 30, 2012
- ◆ Triennial review of the plan – next review June 30, 2015



# **Marin Countywide Plan for Expelled Youth**

**This plan was developed in accordance with California Education Code,  
Section 48926, has been approved by all nineteen Marin County  
school district boards, and was approved by the  
Marin County Board of Education  
June 26, 2012**



**MARY JANE BURKE  
Marin County Superintendent of Schools  
Marin County Office of Education  
1111 Las Gallinas Avenue/P.O. Box 4925  
San Rafael, CA 94913**

**BUILDING THE FUTURE . . . ONE STUDENT AT A TIME**

# MARIN COUNTYWIDE PLAN FOR EXPELLED YOUTH

## **Education Code - 48926**

Each County Superintendent of Schools in counties that operate community schools pursuant to Section 1980, in conjunction with Superintendents of the school districts within the county, shall develop a plan for providing education services to all expelled pupils in that county. The plan shall be adopted by the governing board of each school district within the county and by the County Board of Education.

The plan shall enumerate existing educational alternatives for expelled pupils, identify gaps in education services to expelled pupils and strategies for filling those service gaps. The plan shall also identify alternative placements for pupils who are expelled and placed in district community day school programs, but who fail to meet the terms and conditions of their rehabilitation plan or who pose a danger to other district pupils, as determined by the governing board.

Each County Superintendent of Schools, in conjunction with the Superintendents of the school districts, shall submit to the Superintendent of Public Instruction, the county plan for providing education services to all expelled pupils in the county no later than June 30, 1997, and shall submit a triennial update to the plan to the Superintendent of Public Instruction, including the outcome data pursuant to section 48916.1, on June 30th thereafter.

## **Education Code - 48916.1**

At the time an expulsion of a pupil is ordered, the governing board of the school district shall ensure that an educational program is provided to the pupil who is subject to the expulsion order for the period of the expulsion. Except for pupils expelled pursuant to subdivision (d) of Section 48915, the governing board of a school district is required to implement the provisions of this section only to the extent funds are appropriated for this purpose in the annual Budget Act or other legislation, or both.

## **Charter School Requirements Regarding Expulsion**

Charter schools are exempt from Education Code provisions with respect to student discipline and are required to describe their suspension and expulsion procedures in their charter. The charter's procedures may or may not mirror the policies of the charter-authorizing entity. However, once a pupil is expelled, he or she returns to the jurisdiction of the school district that he or she would be eligible to attend prior to enrolling in the charter school. Once a charter school student is expelled, rules of district residency would apply. The district should treat a charter-expelled student the same as a district-expelled student and comply with Education Code Section 48915.1, which provides that the district of residence holds a hearing to determine whether or not the student poses a continuing danger. If the student is found not to pose a continuing danger the district of residence could allow attendance by the expelled student. Charter schools are required to give 30-day notice to the district of residence for an expulsion of a student it enrolls in the charter.

### **New for 2012**

For the 2012-2015, plans will identify best practices, at the site and district levels, of behavioral intervention approaches and options used to minimize the number of suspensions leading to expulsions, of expulsions being ordered, and to support students returning from expulsions. Plans will specifically address how those best practices relate to any disproportionate representation of minority students in such interventions.

## **CURRENT STATUS**

Education programs within Marin County provide numerous opportunities for students who are in need of alternative education programs. Individual school districts offer a broad spectrum of service and the Marin County Office of Education offers additional options, thus providing a continuum of alternatives to suspended/expelled students. A student whose behavior has resulted in expulsion is given a rehabilitation plan that is designed by the district of residence. This plan may involve one or more of the options outlined below. A student who has not been expelled and is in need of an educational alternative may also access these programs through a district and/or county referral process.

Every Marin County school district governing board will refer each expelled student to an appropriate educational placement for the period of expulsion. The educational placement will be determined on an individual basis by the school district's governing board based on seriousness of offense, available educational alternatives and other related factors. County level alternatives for expelled students will remain available to all expelled students. District level alternatives for expelled students, if district level alternatives exist, will vary from one district to the next depending on the characteristics and resources of that district.

A district sub-plan will be developed and board approved for every district in Marin County that offers an alternative educational program for expelled students. Any such district sub-plan(s) will be included in this countywide plan. Each district sub-plan will include 1) a list of existing educational alternatives for expelled students, 2) gaps in educational services to expelled students, 3) strategies for filling those gaps and 4) alternative placements for students who fail community day school placements (if offered).



# MARIN COUNTY OFFICE OF EDUCATION OVERVIEW

The Marin County Office of Education provides educational options for expelled students. The philosophy of each individual school district affects how the Marin County Office of Education County Community School program meets the needs of that particular school district. Some school districts use the Marin County Office of Education program as an educational option for their expelled students, while others use this program as a student assistance or placement alternative. The County Community School is a permissive educational program that provides the local school districts with an additional educational option for their expelled youth.

The Marin County Office of Education County Community School program offers instructional strategies for expelled youth as set forth below. Placement within these instructional options is based on an individual student's needs as evaluated upon intake into the County Community School program. Enrollment in the Oracle Independent Study program is voluntary.

1) Daily educational program that meets for 300 minutes per day in County Community School classrooms. Services within this program include individualized standards-based academic instruction, vocational training through the Marin County Office of Education's Regional Occupational Program; workplace learning opportunities through the School to Career program; Special Education services on site; visual arts education; mental health education, counseling and peer education via partnerships with community-based organizations, Marin County Community Mental Health and the Marin Juvenile Probation Department; and close monitoring through collaboration with the Marin County Juvenile Probation Department and the Marin County Sheriff's Department. Students attending County Community School receive highly individualized attention oriented toward increasing behavioral control so that students may return successfully to their district programs.

2) The Marin County Office of Education's voluntary contracted study program (Oracle Independent Study) requires students to complete a minimum of 25 hours of educational product each week. The Oracle Independent Study program offers a wide range of support to its students including: individualized instruction; Special Education support as needed; work-experience opportunities through collaborations with local agencies including the Marin County Office of Education's Regional Occupational Program and access to mental health counseling as needed.

3) Phoenix Academy is a daily educational therapeutic program that meets for 275 minutes per day serving youth in substance abuse recovery. Through collaboration and partnership with the Marin County Juvenile Probation Department, the Phoenix Academy program provides peer groups, individual and family therapy, multifamily and parent support groups, drug education and crisis intervention as needed. Students also receive individualized standards-based academic instruction; vocational training through the Marin County Office of Education's Regional Occupational Program; workplace learning opportunities through the School to Career program; Special Education direct services or consultation as needed through

the Resource Specialist Program at County Community School and close monitoring through collaboration with the Marin County Juvenile Probation Department and the Marin County Sheriff's Department. Students may also participate in community service opportunities beyond the school day. Students attending Phoenix Academy receive highly individualized attention oriented toward achieving and maintaining sobriety.

- 4) Specific site names of above instructional strategies:
  - Marin County Community School
  - Oracle Independent Study
  - Phoenix Academy Charter School



# MARIN COUNTY SCHOOL DISTRICTS OVERVIEW

Local school districts within Marin County offer the following options for expelled youth, depending on the specific offense and the Education Code violation. Actual referral is varied and placements are made by the district governing board, generally with recommendations from the district Administrative Review Board or the School Attendance Review Board or a similar district referral process:

1. Expulsion, suspended order with placement on the same school campus.
2. Expulsion, suspended order with placement on a different school campus within the District.
3. Expulsion, suspended order with placement in District Independent Study, with parental consent.
4. Expulsion, suspended order with possible transfer to another district.
5. Expulsion with referral to a District Community Day School program, if available.
6. Expulsion with possible transfer to another district.
7. Expulsion with referral to the Marin County Office of Education County Community School Programs.

As stated above, the plan for 2012-2015 must identify best practices, at the site and district levels, of behavioral intervention approaches and options used to minimize the number of suspensions leading to expulsions, of expulsions being ordered, and to support students returning from expulsions. Plans will specifically address how those best practices relate to any disproportionate representation of minority students in such interventions. Marin County School districts and community partners have made significant strides in utilizing best practices to address disproportionate suspension/expulsion of minority students. Some examples of these efforts are included below.

***Novato Unified School District***, the largest district in Marin County, reopened a community day school in January 2012. The program called Nexus Academy will include expelled students among the population it serves. The Novato Unified School District sub-plan is attached.

***Reed Union School District*** has developed a Restorative Justice (RJ) program. RJ is a complimentary approach to discipline, offering alternatives to suspension as well as LOP (Loss of Privilege) consequences. The Restorative Justice approach attends to the perspectives and needs of 1) the provoker (one who strayed from school rules and character pillars of trustworthiness and respect), 2) the subject (person on the receiving end of the infraction), and 3) the school community as a whole. The intent of the RJ process is for the provoker to: 1) make amends for his/her actions, 2) learn from mistakes, and 3) contribute in a positive way that serves the community. More specific objectives of Del Mar's RJ program include:

Reducing the number of suspensions and LOP students

Reducing the number of "repeat provokers"

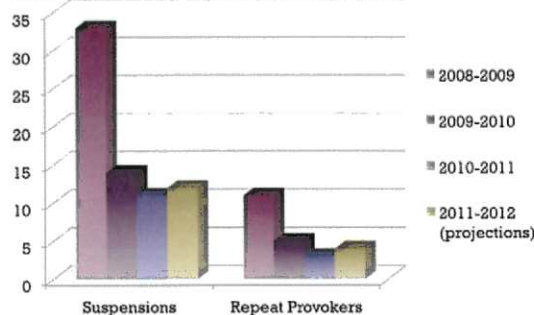
The Reed District has been successful in meeting these objectives as the table below illustrates. There has been a decrease in both the number of total suspensions as well as the number of

students who have been involved in repeat provocations. With regard to minority population, two of twelve student provokers were students of color. Both participated in the restorative justice program.

## + Results

2008-2009 Baseline Data

2009-2010 First year of RJ at Del Mar



The **San Rafael City School District** developed a “Community Justice Initiative” and invited administrators and counselors, parents and community members, probation, community-based organizations and law enforcement to participate. The initiative looked at alternative forms of suspension and ways to involve the students in the process. San Rafael High School is now in the process of developing a Restorative Justice program and training the students and staff who have volunteered to become a part of the process. This program will be fully implemented in Fall 2012. Seniors from the district continuation school are also working with probation mental health staff to address ways to implement Restorative Justice at their school. The students have negative feelings around law enforcement and the juvenile justice system. They are looking at ways to form a new type of partnership so that they can work together for Marin County youth. Davidson Middle School has implemented several restorative practices which include Restorative Circles, Peer Court and a “No Bully” program. The school has seen a dramatic decrease in suspensions. As the largest middle school in the county and the middle school with the highest population of Latino youth, these strategies have had a direct positive impact on minority youth.

To provide additional counseling support for students, the **Tamalpais Union High School District** contracts with a community based organization to provide counseling services. All students who are suspended for drug-related infractions are referred to therapists for a minimum of three sessions. In addition, both administrators and school counselors refer students who have not had disciplinary incidents but who may be exhibiting at-risk behavior or seeking help for substance abuse problems. Peer Counseling is a feature at all of the comprehensive sites. An Anonymous Tip Line provides important information that needs to be addressed by administrators, high school counselors, or therapists. This again addresses negative behavior before it becomes a discipline matter. When students are suspended, they have the opportunity to perform community service as an alternative to “just staying home.” The district contracts with an organization that connects suspended students with community service, to arrange appropriate placement in the community. For students who are on suspended expulsions, the district works to return them quickly to the school, seeking to minimize the number of days that they are excluded from school. A behavior plan is reviewed and counseling support is required.

Two workshops for the educational community have been co-hosted by the ***Marin County Office of Education*** and the Northern California Chapter of the ACLU. These workshops, entitled *Culture Shift* and *Culture Shift II*, in which best practice from across the region were shared addressing the issues of suspension/expulsion and disproportionality. These workshops were attended by teachers, parents, board members, law enforcement and probation leaders and members of the local Grand Jury.



# **GAPS IN EDUCATIONAL SERVICES TO EXPELLED STUDENT AND STRATEGIES FOR FILLING THOSE GAPS 2009 PLAN PROGRESS REPORT**

The triennial update of the Countywide Plan for Provision of Educational Services to Expelled Students due on June 30, 2012 must address the progress made in providing education placement options and services to high-risk youth since the last plans were submitted.

Specifically, the updated plan should address whether the strategies were successful and identify the obstacles that resulted in any unsuccessful strategies. The new plan is also to identify any new strategies and their level of success.

## **2009 Gaps in Service – Progress Report**

- 1) Marin County is comprised of 19 school districts, some of which are small and/or rural. This smaller size, together with the rural characteristics of the districts, makes it difficult to offer the range of alternatives often found in the larger urban districts.

The strategy for addressing this problem is to maintain a County Community School program that is committed to providing educational services to all school districts in the county and that employs a variety of instructional strategies, including those that are capable of overcoming obstacles associated with providing educational services to diverse district populations.

This strategy continues to be successfully implemented.

- 2) County Community School program students who commit an expellable offense while in a county office program and those who commit a second expulsion offense during an expulsion period have limited alternatives available for secondary placement. These students will be referred to the countywide SARB on a case by case basis for review and determination as to any available placement.

A County Expulsion Review Panel will review these cases and will be responsible for the expulsion appeal process. The County Expulsion Review Panel will include:

- a) a site administrator from the student's grade level;
- b) a site administrator from the next grade level; and
- c) a school board member.

The members of the County Expulsion Review Panel will be selected from a list of administrators and board members in alphabetical order by district and will not *include* representatives from the student's district of residence. Staffing assistance to the Panel will be provided by Marin County Office of Education.

As in existing appeal procedures, the grounds for an appeal are limited to one or more of the following:



- a) Did the County Expulsion Review Panel act without or in excess of jurisdiction?
- b) The appellant was denied a fair hearing before the County Expulsion Review Panel.
- c) There was a prejudicial abuse of discretion in the hearing.
- d) There is relevant and material evidence which, in the exercise of reasonable diligence, could not have been produced or which was improperly excluded at the hearing before the County Expulsion Review Panel.

The strategy outlined in the 2009 Plan to employ a County Expulsion Review Panel to address the needs of these students was not needed over the duration of the 2009-2012 plan .

- 1) Expelled students in grades K-6 do not have the same educational options available as do their grades 7-12 counterparts. Students in grades K-6 are expelled at a much lower rate than students in grades 7-12. These two factors, together with the restriction that educational services for students in grades K-6 can not be merged or combined with services to students in grades 7-12 make it very difficult to identify an educational placement for the expelled student who is in grades K-6. Very few youth are placed out of home by the Marin County Juvenile Probation Department, resulting in higher numbers of older students with serious behavior issues placed on the County Community School campus than in the past. This leads to concern about placement of younger, middle school age expelled students on the same County Community School campus. Often, independent study is not seen as an appropriate option for these younger students. Thus, when a district moves to expel a younger student, the options are limited.

One long-term strategy for addressing these problems is to develop a cooperative plan for maintaining a multi-district educational alternative such as a district operated community day school capable of serving this smaller, more isolated student population if sufficient funding should become available from the state. Another option could be to establish a regional middle school county community campus.

In 2012, one Marin district re-opened a community day school with the intention of serving younger students from their own area. This district agreed in principle to consideration of opening this option to expelled youth from other districts. Thus far this strategy has not been needed.

# **GAPS IN EDUCATIONAL SERVICES TO EXPELLED STUDENT AND STRATEGIES FOR FILLING THOSE GAPS 2012-2015**

As above, there are several gaps that exist in respect to providing educational services to expelled pupils in Marin County. These gaps and available strategies for addressing them are listed below:

- 1) Marin County is comprised of 19 school districts, some of which are small and/or rural. This smaller size, together with the rural characteristics of the districts, makes it difficult to offer the range of alternatives often found in the larger urban districts.

The strategy for addressing this problem is to continue to operate a County Community School program committed to providing educational services to all school districts in the county and that employs a variety of instructional strategies, including those that are capable of overcoming obstacles associated with providing educational services to diverse district populations.

- 2) County Community School program students who commit an expellable offense while in a county office program and those who commit a second expulsion offense during an expulsion period have limited alternatives available for secondary placement. The strategy for addressing this problem continues to be providing educational services to students and utilizing a county expulsion review panel as needed.

A County Expulsion Review Panel will review these cases and will be responsible for the expulsion appeal process. The County Expulsion Review Panel will include:

- a) a site administrator from the student's grade level;
- b) a site administrator from the next grade level; and
- c) a school board member.

The members of the County Expulsion Review Panel will be selected from a list of administrators and board members in alphabetical order by district and will not include representatives from the student's district of residence. Staffing assistance to the Panel will be provided by Marin County Office of Education.

As in existing appeal procedures, the grounds for an appeal are limited to one or more of the following:

- a) Did the County Expulsion Review Panel act without or in excess of jurisdiction?
- b) The appellant was denied a fair hearing before the County Expulsion Review Panel.
- c) There was a prejudicial abuse of discretion in the hearing.

- d) There is relevant and material evidence which, in the exercise of reasonable diligence, could not have been produced or which was improperly excluded at the hearing before the County Expulsion Review Panel.

**ALTERNATIVE PLACEMENTS  
FOR EXPELLED STUDENTS PLACED IN DISTRICT  
COMMUNITY DAY SCHOOL PROGRAMS  
WHO FAIL TO MEET THE TERMS OF  
REHABILITATION PLANS  
OR POSE A DANGER TO OTHERS**

When the district of residence operates a community day school it continues to maintain responsibility for the student who fails to meet the terms or conditions of his/her rehabilitation plan or who poses a danger to other district pupils. The district also continues to maintain the responsibility for referring the students to an appropriate educational setting and ensuring that an educational program is provided either within or outside the school district. Expelled students who fail to meet the terms and conditions of the district rehabilitation plan may be referred to a different district school, another district program, a district community day school program (if available) or the Marin County Office of Education County Community School.

Expelled students who are referred to the Marin County Office of Education County Community School, which is a permissive program, will have an Individual Learning Plan developed with the students' parents and Marin County Office of Education staff. If the expelled student fails the Marin County Office of Education operated program, the student will be referred back to the district of residence for review and placement. Planning assistance will be provided to the district in securing another appropriate educational setting.



NOVATO UNIFIED SCHOOL DISTRICT  
Nexus Academy Sub Plan Information

*Description of Program*

Nexus Academy is housed at the Hill Education Center at 720 Diablo Avenue, Novato CA, 94947. This facility offers a library, a mobile computer lab and two classrooms for student use, along with an office for staff use.

Nexus Academy serves Novato Unified School District residents in grades 7-8. Eligible students are referred to Nexus Academy through expulsion (non-mandatory offenses), a school attendance review board (SARB) hearing, or by juvenile probation.

During the Spring 2012 semester, the Teacher delivers instruction with the support of an Instructional Assistant/Campus Supervisor. As the program grows, larger facilities and increased staffing levels are anticipated.

Educational needs are identified for each student during the initial intake meeting with the student and parent(s). At this meeting an Individual Learning Plan (ILP) is developed, responding to needs the student has related to academic performance, behavior and social-emotional development, resiliency, and attendance.

Classes are organized into 40-minute blocks. All students are provided with instruction following grade level standards for a total of 280 minutes per day.

In the current setting, 13 iPads as well as 8 computers in the library are available for student use. Students also use technology for research purposes in their other classes.

Students who require special education services have support services available to them as outlined by their Individualized Education Plan (IEP). Accommodations and modifications will be recognized and implemented as appropriate.

The current schedule can be found below.

Course	Time	Period Length
Warning Bell	8:40	
Period 1	8:45 - 9:25	40 minutes
Period 2	9:25 - 10:05	40 minutes
Break	10:05 - 10:15	10 minutes
Period 3	10:17 - 10:57	40 minutes
Period 4	10:57 - 11:37	40 minutes
Lunch	11:37 - 12:07	30 minutes
Period 5	12:10 - 12:50	40 minutes
Period 6	12:50 - 1:30	40 minutes
Break	1:30 - 1:40	10 minutes
Period 7	1:42 - 2:22	40 minutes
Period 8	2:30 - 3:10	40 minutes

***Gaps in Service***

Nexus Academy does not currently offer services to students in grades K-6 and 9-12. This limits our ability to meet the needs of all students in our district.

We have identified a program to offer one hour of group counseling per week. This is a great opportunity to better serve the emotional needs of the student body. However, we do not have a full time counselor to support the individual emotional needs of students on a daily basis.

## **Strategies for Addressing the Gaps in Service**

We are currently exploring options that would allow students in grades K-6 to attend a Community Day School in Novato Unified School District. This would require a larger facility with a separate wing.

We are currently researching public and private sources of funding that may be available to support a full time counselor.

If the program staffing is expanded, Novato Unified School District plans to expand to grades 9 and 10 and may work with County Community School to accept students from other districts as appropriate.

# MARIN COUNTYWIDE PLAN FOR EXPELLED YOUTH Talking Points

- **Education Code – 48916.1**

Education Code 48916.1 requires that at the time an expulsion of a pupil is ordered, the governing board of the school district shall ensure that an educational program is provided to the pupil who is subject to the expulsion order for the period of the expulsion.

- **Education Code – 48926**

Each County Superintendent of Schools in counties that operate community schools pursuant to Section 1980, in conjunction with Superintendents of the school districts within the county, shall develop a plan for providing education services to all expelled pupils in that county. The plan shall be adopted by the governing board of each school district within the county and by the County Board of Education.

The plan shall enumerate existing educational alternatives for expelled pupils, identify gaps in education services to expelled pupils and strategies for filling those service gaps. The plan shall also identify alternative placements for pupils who are expelled and placed in district community day school programs, but who fail to meet the terms and conditions of their rehabilitation plan or who pose a danger to other district pupils, as determined by the governing board.

Each County Superintendent of Schools, in conjunction with the Superintendents of the school districts, shall submit to the Superintendent of Public Instruction, the county plan for providing education services to all expelled pupils in the county no later than June 30, 1997, and shall submit **a triennial update** to the plan to the Superintendent of Public Instruction, including the outcome data pursuant to section 48916.1, on June 30<sup>th</sup> thereafter.

- **New for 2012**

In consultation with California County Superintendents Educational Services Association (CCSESA), beginning in 2012, the plans will address behavior intervention approaches used to minimize the number of suspensions and expulsions, including a focus on how such practices related to the disproportionate number of minority students being suspended or expelled.

School sites and districts will enumerate best practices of behavioral intervention approaches and options used to minimize the number of suspensions leading to expulsions, of expulsions being ordered, and to support students returning from expulsion. Sites and districts will also identify how these best practices relate to any disproportionate representation of minority students in such interventions.

**Timeline for Submittal of the  
Marin Countywide Plan for Expelled Youth  
June 30, 2012**

<b>Date</b>	<b>Task</b>
March 7, 2012	♦ District Superintendents receive information regarding triennial update with a request to identify district representative to review the Marin Countywide Plan for Expelled Youth and provide feedback.
April 2 - 19, 2012	♦ Meeting with district representatives to provide input on the Plan.
April 27, 2012	♦ District input received on Draft Plan to districts and School Legal for review.
April 30, 2012	♦ Revised Draft Plan to districts and School Legal for review.
May 7, 2012	♦ Input on draft Plan received by the Marin County Office of Education.
May 14, 2012	♦ Final Plan forwarded to districts to present for local Board approval.
May 14, 2012 – June 15, 2012	♦ Local Board Approval Certification Forms received by the Marin County Office of Education.
June 26, 2012	♦ Marin County Board of Education approval of Marin Countywide Plan for Expelled Youth.
June 30, 2012	♦ Updated Marin Countywide Plan for Expelled Youth forwarded to the California Department of Education.