



SAUSALITO MARIN CITY SCHOOL DISTRICT

Board of Trustees:
Caroline Van Alst, President
Joshua Barrow, Vice President
Ida Green
Thomas Newmeyer, Clerk
William Ziegler
Superintendent: Will McCoy

Sausalito Marin City School District Agenda for the Special Meeting of the Board of Trustees Bayside Martin Luther King Jr. Academy 200 Phillips Drive, Marin City, CA 94965

Tuesday, November 15, 2016

6:00 p.m. Open Session – Bayside/Martin Luther King School Library

I. OPEN SESSION – Call to Order

PLEDGE OF ALLEGIANCE

1. AGENDA REORGANIZATION/APPROVAL

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

2. ORAL COMMUNICATIONS

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

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

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

3. CORRESPONDENCE

3.01 2015-2016 Unaudited Actuals Signed Certification Letter

4. REPORTS

- 4.01 Parent Advisory Council**
- 4.02 English Learner Advisory Committee**
- 4.03 SMCTA**
- 4.04 CSEA**
- 4.05 Director of Maintenance**
- 4.06 Damian Morgan – New Foundation**
- 4.07 Principal**
- 4.08 Willow Creek Academy**
- 4.09 Superintendent**
 - Education Plan

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

5. GENERAL FUNCTIONS

5.01 Consent agenda: *5.03, *5.04, *8.03

5.02 Review of Tennessee Woods, Tennessee Glen and Attendance Agreements

***5.03** Minutes of the October 13, October 28 and November 9, 2016 Board Meetings

***5.04** 2016-2017 Agreement with Marin County Office of Education – Business Services

6. PUPIL SERVICES

6.01 West Ed Proposal to Support Sausalito Marin City School District in Local Control Accountability Plan (LCAP) Activities - **Action**

7. PERSONNEL

7.01 Personnel Action Report – **Action**

8. FINANCIAL & BUSINESS

8.01 Consideration and Approval of Budget Revision #1 for Fiscal Year 2016-2017- **Action**

8.02 Tentative Agreements with SMCTA and CSEA Bargaining Units - **Action**

***8.03** Payment of Warrants – Batches 15-18

9. CURRICULUM AND INSTRUCTION

9.01 Impact Educational Consultants Proposal – **Action**

9.02 Superintendent's Education Plan - **Action**

10. POLICY DEVELOPMENT

11. FUTURE MEETING

11.01 The next Regular Meeting of the Board of Trustees will be on Tuesday, December 13, 2016, in the Bayside/Martin Luther King School Library

12. BOARD COMMENTS / CORRESPONDENCE

13. ADJOURNMENT



MARIN COUNTY

OFFICE OF EDUCATION

1111 LAS GALLINAS AVENUE/P.O. BOX 4925
SAN RAFAEL, CA 94913-4925
marincoe@marinschools.org

MARY JANE BURKE
MARIN COUNTY
SUPERINTENDENT OF SCHOOLS

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

October 14, 2016

Ms. Caroline Van Alst, President
Sausalito Marin City School District

Sausalito, CA 94965

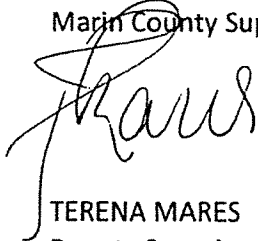
Dear Ms. Van Alst:

We have reviewed the Sausalito Marin City School District's 2015-2016 Unaudited Actuals and forwarded the reports to the California Department of Education. Enclosed is a copy of the signed Certification for your records.

If you have any questions, please contact my office at (415) 499-5805.

Sincerely,

MARY JANE BURKE
Marin County Superintendent of Schools



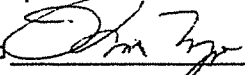
TERENA MARES
Deputy Superintendent

cc: Will McCoy, Superintendent
Amy Prescott, Chief Business Officer

UNAUDITED ACTUAL FINANCIAL REPORT:

To the County Superintendent of Schools:

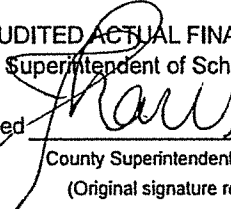
2015-16 UNAUDITED ACTUAL FINANCIAL REPORT. This report was prepared in accordance with Education Code Section 41010 and is hereby approved and filed by the governing board of the school district pursuant to Education Code Section 42100.

Signed 
Clerk/Secretary of the Governing Board
(Original signature required)

Date of Meeting: Sep 13, 2016

To the Superintendent of Public Instruction:

2015-16 UNAUDITED ACTUAL FINANCIAL REPORT. This report has been verified for accuracy by the County Superintendent of Schools pursuant to Education Code Section 42100.

Signed 
County Superintendent/Designee
(Original signature required)

Date: 10.13.16

For additional information on the unaudited actual reports, please contact:

For County Office of Education:

Kate Lane
Name
Senior Director Business Services
Title
415-499-5822
Telephone
klane@marinschools.org
E-mail Address

For School District:

Paula Rigney
Name
CBO
Title
415-332-3190
Telephone
prigney@smcsd.org
E-mail Address

Education Plan

Sausalito Marin City School District



Prepared by:

William McCoy, Superintendent

Sausalito Marin City School District

November 1, 2016

Introduction

The challenges in Sausalito Marin City School District are multifaceted, and therefore solutions must be comprehensive and well orchestrated in order to be effective. We are examining the instruction and services provided to each student at the school, and are engineering individual solutions based upon identified needs. Additionally, we are crafting professional development for our team that respects their experience and beliefs while integrating evidence-based instructional solutions throughout the instructional day. Our achievement gap is the result of small systemic deficits that have compounded over time, and our plan is to eliminate those deficits through targeted professional action.

By year's end, we will have in place fully functioning Individualized Learning Plans (ILP) for every student at the school. This ILP will act as the blueprint upon which we build the learner's skills, talents and proficiency. Teachers will have access to this information at any time, and should consult the ILP whenever he/she is developing lessons for their class. When each teacher is keenly aware of the needs of each student, the power of each lesson design is amplified. Most importantly, when the teacher utilizes effective strategies to convey the information while teaching, and engages the students at high levels during the lesson, students learn. When the teacher measures learning at the end of each class, and truly understands what his/her student has learned, then he/she can develop the lesson that follows more effectively and in a way that takes students to the next level of comprehension and performance. When we reach each student, and push them to the next level of competency, the result is quality learning and achievement.

In order to achieve this level of intentional practice and acumen, our instructional staff need to re-frame their current practices with this goal in mind. As teachers, the application of strategies and techniques to content is the art of the profession. Achieving outstanding student results is the direct result of concerted effort, intentionality and skills on the part of the teacher. When teachers do a great job teaching, students learn and achieve. Our district is so committed to this way of thinking that we have assembled an amazing team to support our teachers in this fundamental change. We are honored to work with the California Collaborative for Educational Excellence (CCEE) and Impact Education Consulting (IEC) to weave an unprecedented level of professional support for our teaching staff. Each month, our teachers will receive Professional Development as a group on best practices, and will then receive individual coaching on the application of those best practices in their own classroom. Quality professional development isn't about telling people what to do, it is about showing them what practices have the highest impact on learning, and helping them to apply those strategies within their own teaching context and practice.

Our efforts should always be focused on continuous improvement at all levels. From the Board of Trustees to the School Site, we must be committed to improving our practices in order to improve outcomes for students. We are conducting training at all levels, engaging with the public around existing challenges, and problem-solving to craft new solutions.

Key areas of our work:

- Working with Impact Educational Consultants to provide instructional coaching to teachers
 - (See detailed Work Plan and Contract with Impact Education Consultants-Attachment 1)
 - Timeline: Currently being utilized in 2016-2017. (Planned utilization for 3 years total)
- Working with West Ed to facilitate and organize our LCAP meetings and process
 - (See detailed Work Plan and Contract - Attachment 2)
 - Timeline: November 2016 to June 2017.
- Coordinating with all District Partners, including California Collaborative for Educational Excellence to achieve the activities outlined in the LCAP (see "Cross Functional" attachment)
 - Timeline: October 2016 through June 2019
- Assessing students on a regular basis to clarify levels of understanding and skill.
 - We are currently utilizing the Measurement of Academic Progress (MAP) test three times per year in order to have actionable data to use when planning instruction.
 - Timeline: In place for the 2016-2017 school year
- Developing an Individualized Learning Plan (ILP) for every student. This document will not only capture levels of achievement for goal setting and communication to parents, but will memorialize any interventions or additional services provided to each student in order to provide a full picture of the student to the educational team.
 - Timeline: Design phase started Summer 2016 (Marin County Office of Education), to be completed January 2017
 - Implementation ongoing once the design phase is complete.

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- Providing coaching to the new administration
 - This is being done through coaching provided by the Superintendent, Impact Education Consultants and Marin County Office of Education.
 - Timeline: 2016-2017 Academic Year and thereafter as needed
 - Implementing a Positive Behavior Instruction and Supports (PBIS) system, as well as a Restorative Justice program at the school site.
 - Principal Griffin has taken the lead on this issue and is working with the staff and community to build a system of Positive expectations for students, with logical consequences and accountability for misbehavior or poor choices via Restorative Justice practices. Principal Griffin is also work on a Campus Ambassadors program which utilizes students to help model positive behaviors and to assist in resolving disputes among students.
 - Timeline: Started August 2016
 - Implementation should be immediate and ongoing.
 - Providing, through a partnership with ISOJI, counselors on the campus five days per week.
 - We currently have counseling interns on campus five each school day.
 - We have access to counselors for more in-depth counseling needs also.
 - Timeline: Started October 2016
 - Implementation should be ongoing.
 - Organizing our SPED department to better serve our students, and to reduce referrals to Special Education.
 - Special Education currently accounts for more than one-fourth of our expenditures at the school site. An in-depth audit of practices will be necessary to identify potential fiscal savings, as well as to improve services provided to students in Special Education.
 - Timeline: Audit Process started in October 2016
 - Audit will be completed in January 2017.
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- Working with public agencies to facilitate meetings and services for our families and students. (Partnership with Public Housing for the Walking School Bus and Parent Roundtable Meetings each Tuesday Morning.)
 - Timeline: Started in October 2016.
 - These are ongoing programs within the school and community.
 - Collaborating with Marin County Office of Education to provide needed supports to the District (Interim CBO, Teacher recruitment and searches, and Administrator Support for New Admin)
 - Timeline: Started August 2016
 - Ongoing partnership
 - Conversing with both Associations to balance the needs of employees with those of the district.
 - We were able to negotiate agreements with both Associations during the last month which will be considered for approval at the November Board Meeting.
 - Timeline: September and October 2016
 - Three year agreements on Contract Language
 - Providing Governance Training to the Board of Trustees
 - The Board will be participating in training that will help promote positive governance practices in the District.
 - Timeline: December 2016 and January 2017.
 - Board Development should be on-going
 - District Budget Alignment and Prioritization
 - The Board must allocate resources to those areas of verified need through the process of the Local Control Accountability Plan (LCAP) and through the annual district budget process.
 - Timeline: LCAP Meetings to begin in November 2016

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- In addition to regular Budget reports to the Board, additional meetings will be necessary in January 2017 to align our priorities with our budgetary expenditures.

Education Plan for Sausalito Marin City School District

School Site	District	California Collaborative for Educational Excellence	Impact Educational Consultants	Community
CORE Academic Program				
MTSS				
Differentiated Instructional Practice and Individualized Learning Plans				
MAP Assessment		MAP Assessment Data Analysis		
Communication with families and the community				
Investigate College and Career Readiness Standards				
Special Education				
Support (8) and PD (22) for English Language Learners				
Support for Foster Youth				Support for Foster Youth
Highly Qualified Teachers				
Classified Staff (11) and PD/Training (23)				
Access to Adopted Materials				
Sufficient Classroom Supplies				
Visual and Performing Arts				Visual and Performing Arts
Investigate Foreign Language Instruction				
Technology Skills				
Sports Activities and Clubs				
Summer Academic Support				

Summer Academic Support

Coordinated Professional Development Plan

Common Core State Standards PD

Kindergarten Readiness Grant

Partnerships with High Schools to align Curriculum and Course of Study

Student Intervention Facilitator

Investigate Programs like AVID

Community School Model

Community School Coordinator (2) and Funding (3)

Monitoring of Partnership Organizations

School Psychologist

Training Schedule for tutors and volunteers

Community and business partnerships to increase academic achievement and student engagement

Positive Behavior Interventions and Supports

Programs to support students experiencing trauma

Kindergarten Readiness Grant

Partnerships with High Schools to align Curric. And Course

Monitoring of Partnership Organizations

Community and business partnerships to increase academic achievement and student engagement

Programs to support students experiencing trauma

Culturally Proficient Practice and Dialogue

Family Engagement (1) and
Communication (3) Plan

Structures for Community Input

Family/Community Liaison Position

Website
Update

Translation Services

Increased
Displays of
Student
Work

Student Recognition

Culturally
Relevant
Events

English Classes for Families

CCSS for

Family
Engagement
and
Communicati
on Plan

Structures
for
Community
Input

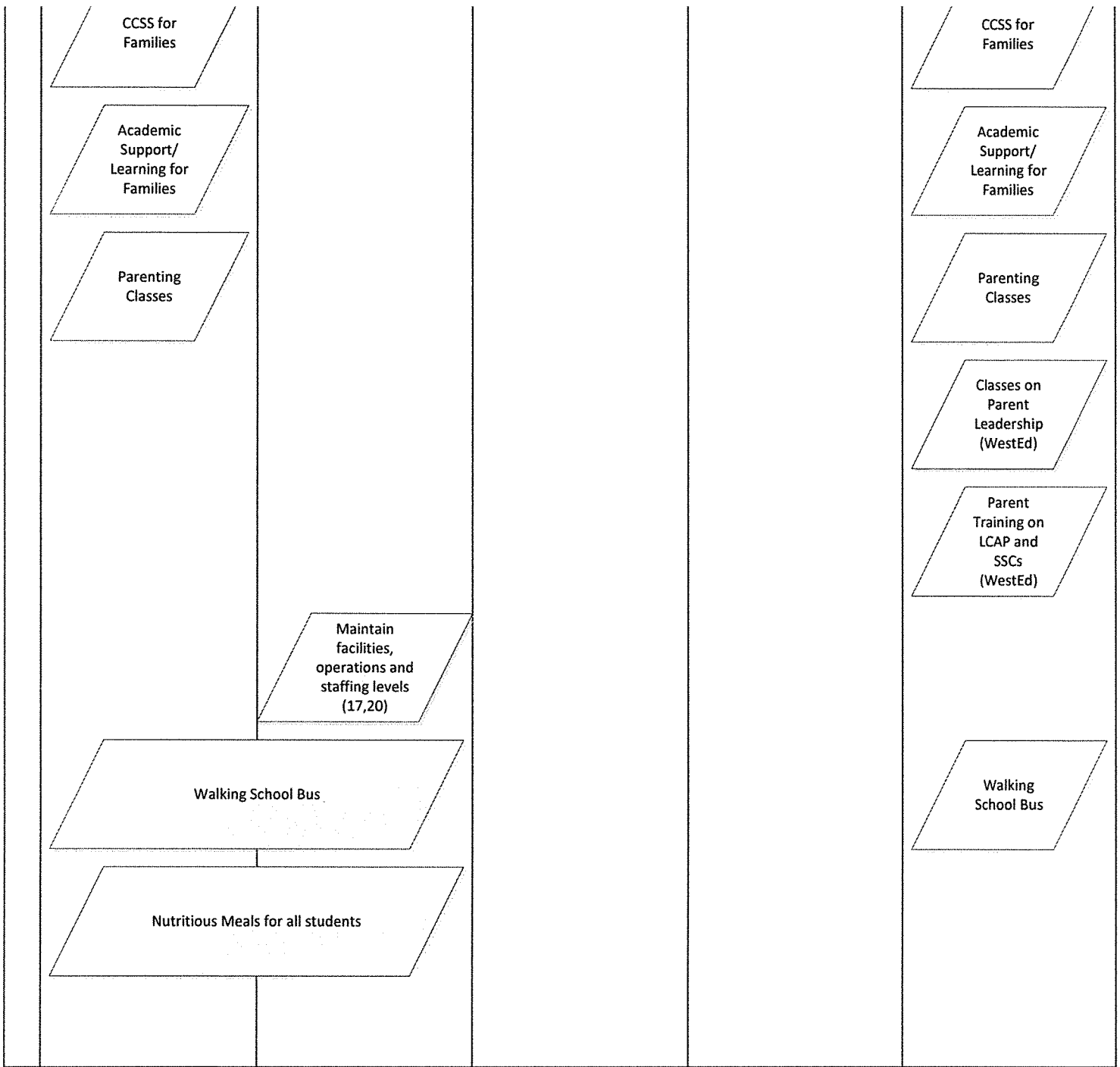
Increased
Displays of
Student
Work

Student
Musical
Performance

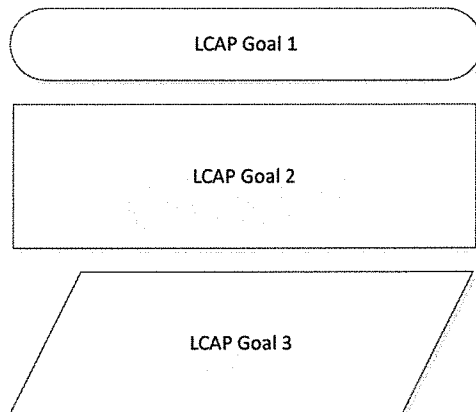
Student
Recognition

English
Classes for
Families

CCSS for



Symbol Key



Sausalito Marin City School District

Agenda Item: 5.02

Date: November 15, 2016

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

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

Item: Information Regarding the Tennessee Glen and Tennessee Woods Agreements

Background: There are three agreements presented to the Board for review and discussion:

Mill Valley and Sausalito Marin City School District Attendance Agreement (background):

There is no longer a need to capture and calculate the net balance of ADA between the two districts since MVSD is LCFF and no longer a community funded (basic aid) district. Consequently, wording ending the previous calculation of ADA is included in the attendance agreement.

Tennessee Woods Agreement and Tennessee Glen Agreement with attached background: The agreements allow students who reside in the Tennessee Glen and Woods subdivisions to attend the Mill Valley School District. The agreements contain a provision for annually revisiting the funding status of each district to determine if modifications are needed.

The recommended term is two years with a clause in each agreement that the school board consider whether the attendance agreement shall be extended for one year on or before May 1st of each year.

Recommendation: Review and Discuss, Information Only

Attachments:

- Mill Valley and Sausalito Marin City School District Attendance Agreement (background)
- Tennessee Woods Agreement with attached background
- Tennessee Glen Agreement with attached background

TENNESSEE WOODS AGREEMENT BACKGROUND

This update to the Tennessee Woods Agreement updates the original Agreement, executed in 2001. This background section recites the history of the Agreement.

The original Tennessee Woods Agreement, as well as the Tennessee Glen Agreement and Attendance Agreement stated a 5 year term, and conveyed both districts' intention to annually review the Agreements to consider a one year extension. Each year, an addendum to each of the three Agreements went before the school boards for consideration of a one year extension.

This update makes the following changes to Terms from the original agreement.

- Changes the 5 year term to a 2 year term where both Districts, on or prior to the expiration of the 2 year term, will revisit their intentions to renew for another term.
- Eliminates the need for an Annual Addendum.
- Removes under Term #1, a reference to the Attendance Agreement and replaces it with the reference below. The Attendance Agreement was originally developed to capture the net revenue of average daily attendance (ADA) between the districts when both were funded as basic aid districts.

~~The initial term of the attendance agreement shall be for one school year, commencing July 1, 2016.~~

The Attendance Agreement, herein attached as Exhibit A is made a part of this Agreement.

- Adds, under Terms: **This Agreement shall become effective when approved by the governing boards of both districts.**

This background is made a part of the Tennessee Woods Agreement, updated November, 2016.

TENNESSEE WOODS AGREEMENT

updated November, 2016

Parties

The parties to this Agreement are the Mill Valley School District (**Mill Valley**) and the Sausalito Marin City School District (**Sausalito**).

Purpose

The purpose of this Agreement is to allow students who reside in the Tennessee Woods subdivision of the Sausalito Marin City School District to attend school in either the Mill Valley or Sausalito Marin City School Districts.

Terms

1. The term of this Agreement is for two years, commencing July 1, 2018 through June 30, 2020.
 - On or before May 1 of each school year the school board shall consider whether the Attendance Agreement (Exhibit A) may be reconsidered and reinstated for the subsequent school year.
2. In consideration of the other terms of this Agreement, Sausalito shall:

Enter an agreement pursuant to Education Code Section 46600(a) with **Mill Valley** under which all children residing in the current Tennessee Woods subdivision will have the choice of attending schools within **Mill Valley** or **Sausalito**.
3. In consideration of the other terms of this Agreement, Mill Valley shall:

Enter an agreement pursuant to Education Code Section 46600(a) with **Sausalito** under which all children residing in the current Tennessee Woods subdivision will have the choice of attending schools within **Mill Valley** or **Sausalito**.
4. This Agreement shall become effective when approved by the governing boards of both districts.

All parties agree to the following

5. That all children who may reside in the current Tennessee Woods subdivision will have the choice to attend either school district for the duration of their elementary school education.

6. In the event **Sausalito** institutes parcel taxes assessed against parcels in the current Tennessee Woods subdivision the revenues from those taxes shall be subject to further discussions between the parties, with mediation under the auspices of the Marin County Superintendent of Schools, if the parties are unable to resolve the issue.
7. It is the intent of both school districts to revisit the terms of this agreement through the review of the Attendance Agreement on an annual basis.
8. Nothing in this Agreement shall preclude the parties from continuing to discuss other options for resolving all issues of concern to the residents of the current Tennessee Woods subdivision.
9. On or before May 1 of each school year, the school district will review its funding status for the prior year, for purposes of determining whether any modifications to this agreement is necessary. If either district determines that modifications are necessary, the Marin County Superintendent of Schools will coordinate meetings with both parties.

Mill Valley School District *

Signature

Date

Sausalito Marin City School District *

Signature

Date

*Subject to approval by the governing board.

Attest:

Marin County Superintendent of Schools

Date

Approved as to Legal Form

Date

TENNESSEE GLEN AGREEMENT BACKGROUND

This update to the Tennessee Glen Agreement updates the original Agreement, executed in 2000. This background section recites the history of this Agreement.

The original purpose of this Agreement was to resolve an issue presented by the Tennessee Glen Petitioners to the Marin County Committee on School District Organization regarding children residing in the Tennessee Glen subdivision. Following approval of the original Agreement in 2000, this petition was withdrawn.

The original Tennessee Glen Agreement, as well as the Tennessee Woods Agreement and Attendance Agreement stated a 5 year term, and conveyed both districts' intention to annually review the Agreements for a one year extension. Each year, an addendum to each of the three Agreements went before the school boards for consideration of a one year term extension.

This update makes the following changes from the original agreement (***new text bolded***)

- Revises parties to the Agreement
 - Sausalito School District updated to Sausalito Marin City School District
 - Removes the Tennessee Glen Petitioners as party to the Agreement
- Changes the 5 year term to a 2 year term where both Districts, on or prior to the expiration of the 2 year term, will revisit their intentions to renew for another term.
- Eliminates the need for an Annual Addendum.
- Revises the Purpose statement to reflect the petition withdrawal

*The purpose of this Agreement is to set forth the terms under which the issue ~~presently before~~ **presented to** the Marin County Committee on School District Organization **regarding students residing in the Tennessee Glen subdivision** may be resolved through agreement ~~among the~~ **between both parties**.*

- Removes, under Term #1, a reference to the Attendance Agreement. The Attendance Agreement was originally developed to capture the net revenue of average daily attendance (ADA) between the districts when both were funded as basic aid districts.

~~The initial term of the attendance agreement shall be for one school year, commencing July 1, 2016.~~

The Attendance Agreement, herein attached as Exhibit A is made a part of this Agreement.

- Removes, under Term #3, as the Petition to the Marin County Committee on School District Organization has been withdrawn.
- Adds, under Terms:
This Agreement shall become effective when approved by the governing boards of both districts.

~~In consideration of the other terms of this Agreement, Petitioners shall:
Withdraw the petition now pending before the Marin County Committee on
School District Organization.~~

- Removes, under Term #7, as fees are no longer held in escrow.

~~It is the intent of all parties that those funds composed of the developer fees and the fees in lieu of parcel taxes and all other fees paid by the developer presently held in escrow, shall be paid to Mill Valley as soon as possible after execution of this Agreement.~~

This background is made a part of the Tennessee Glen Agreement, updated November, 2016.

TENNESSEE GLEN AGREEMENT

updated November, 2016

Parties

The parties to this Agreement are the Mill Valley School District (**Mill Valley**), and the Sausalito Marin City School District (**Sausalito**).

Purpose

The purpose of this Agreement is to set forth the terms under which the issue presented to the Marin County Committee on School District Organization regarding students residing in the Tennessee Glen subdivision may be resolved through agreement between both parties.

Terms

1. The term of this Agreement is for two years, commencing on July 1, 2018 through June 30, 2020.
 - On or before May 1 of each school year the school board shall consider whether the Attendance Agreement (Exhibit A) may be reconsidered and reinstated for the subsequent year.
2. In consideration of the other terms of this Agreement, **Sausalito** shall:

Enter an agreement pursuant to Education Code Section 46600(a) with **Mill Valley** under which all children residing in the current Tennessee Glen subdivision will have the choice of attending schools within **Mill Valley** or **Sausalito**.
3. In consideration of the other terms of this Agreement, **Mill Valley** shall:

Enter an agreement pursuant to Education Code Section 46600(a) with **Sausalito** under which all children residing in the current Tennessee Glen subdivision will have the choice of attending schools within **Mill Valley** or **Sausalito**.
4. This Agreement shall become effective when approved by the governing boards of both districts.

All parties agree to the following

5. That all children who may reside in the current Tennessee Glen subdivision will have the choice to attend either school district for the duration of their elementary school education.
6. In the event **Sausalito** institutes parcel taxes assessed against parcels in the current Tennessee Glen subdivision the revenues from those taxes shall be subject to further discussions between the parties, with mediation under the auspices of the Marin County Superintendent of Schools, if the parties are unable to resolve the issue.

7. It is the intent of both school districts to extend the agreement through the review of the Attendance Agreement on an annual basis.
8. Nothing in this Agreement shall preclude the parties from continuing to discuss other options for resolving all issues of concern to the residents of the current Tennessee Glen subdivision.
9. On or before May 1 of each school year, the Mill Valley and Sausalito school district will review its funding status, for purposes of determining whether any modifications to this agreement is necessary. If either district determines that modifications are necessary, the Marin County Superintendent of Schools will coordinate meetings with both parties.

Mill Valley School District *

Signature

Date

Sausalito Marin City School District *

Signature

Date

*Subject to approval by the governing board.

Attest:

Marin County Superintendent of Schools

Date

Approved as to Legal Form

Date

**MILL VALLEY AND SAUSALITO MARIN CITY SCHOOL DISTRICT
ATTENDANCE AGREEMENT
BACKGROUND**

The Tennessee Glen and Tennessee Woods subdivisions are located in the Sausalito Marin City School District. In 2000, the residents of Tennessee Glen negotiated an agreement to attend the Mill Valley School District in lieu of a petition to the County Committee for School District Organization to transfer territory to the Mill Valley School District. As reference, the Tennessee Glen and Tennessee Woods Agreements are referenced and made a part of this Attendance Agreement Background.

The purpose of this document is to record the rationale for ending of the Attendance Agreement for purposes of calculating the net Average Daily Attendance (ADA) between the districts, related to the Tennessee Woods and Tennessee Glen Agreements. The original Attendance Agreement was executed in 2009 and extended through 2016.

Rationale for changes to the Attendance Agreement:

- Effective 2013-14, Mill Valley grew out of being a basic aid district. So long as Mill Valley remains a state-funded district (non-basic aid), any and all ADA is automatically funded through the Local Control Funding Formula (LCFF). At this time there is no longer a need to capture and calculate the net balance of ADA between the two districts.
- The Tennessee Glen and Tennessee Woods Agreements contain a provision for annually revisiting the funding status of each district on or before May 1 of each school year to determine if modifications are needed.

This Agreement shall become effective when approved by the governing boards of both districts.

Mill Valley School District *

Signature

Date

Sausalito Marin City School District *

Signature

Date

*Subject to approval by the governing board.

Attest:

Marin County Superintendent of Schools

Date

Approved as to Legal Form

Date

**SAUSALITO MARIN CITY SCHOOL DISTRICT
BOARD MEETING MINUTES
October 13, 2016**

ATTENDANCE

Board Members Present: Caroline Van Alst, William Ziegler, Thomas Newmeyer, Joshua Barrow,

Absent: Ida Green

Superintendent: Will McCoy

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

CLOSED SESSION

The Board and Superintendent convened closed session at 5:32 p.m.

RECONVENE TO OPEN SESSION

Open session reconvened at 6:03 p.m.

REPORT OUT OF CLOSED SESSION

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

PLEDGE OF ALLEGIANCE

Trustee Newmeyer led the pledge of allegiance.

CORRESPONDENCE

Rotary Club of Sausalito Mini Grant Program

Superintendent McCoy said that the Rotary Club has again extended an offer of mini grants to the district's teachers. Teachers may apply directly for these grants and winners will be able to make use of the extra funds for their classroom needs. We very much appreciate their generosity, he said.

REPORTS

English Learner Advisory Committee

Dr. Griffin said that he has been meeting with the parents regularly. He assured the Board that he will henceforth ask the committee to provide a written report if they are not able to come to board meetings.

Director of Maintenance

Alan Rothkop said the district is installing a pigeon abatement system at Bayside MLK Jr. Academy which will be finished by Monday. At Willow Creek Academy, the fence is up at 33 Buchanan, the site of the old district office. We have been cleaning drains and gutters in case of rain. During the Thanksgiving break, we will get bids to replace the sewer lines close to the Robin's Nest building. The floors in the hallways will also be refinished.

School Psychologist – Pam Nieto

Ms. Nieto reported on the counseling program at Bayside MLK Jr. Academy. At the Marin City Health & Wellness Clinic, a team of three licensed Marriage and Family Therapists and one intern are available to the school. At the Southern Marin Internship Program, the team consists of four MFT and Social Work

interns who are all at least in the third year of their programs. Moreover, Elberta Erickson and Regina Archer, a specialist in trauma counseling, supervise the interns. Ms. Nieto said that she also provides group and individual counseling services. She then described the referral process and the decision making process for referring new students for counseling at the school.

Trustee Barrow asked whether the LCAP is guiding the evolution of the program. Principal Griffin replied that it is. Trustee Newmeyer asked about the workload. Ms. Nieto said that at this point, it is manageable. Trustee Green asked about the turnover of interns and its impact on the students. Ms. Nieto said that so far, this has not been an issue. The longest serving intern is about to be employed by the Wellness Center and will continue her work with the children.

ORAL COMMUNICATION

Debra Turner, a volunteer, said that she would like to remind the Board of a document on the Sausalito Marin City K-8 comprehensive education program. Had we paid real attention to this, a lot of the controversy we are experiencing would not be happening, she said. This document talks about the promise of creating a K-8 school and involving the community. I understand that we are still moving towards it, but it feels like it has lost steam. If this is not the case, I would like the Board to make this clear to us, she said.

Rachel Gutierrez, a 7th grader at Bayside MLK Jr. Academy, said that she would like to give feedback on some of the things that have happened recently. She continued: We received our planners a week ago and we just got our lockers, math and science books. Students want to see all of the board members at our school and at our assemblies. We would like to see more of the students at WCA, do more in collaboration with them and have good partnerships with them.

Damian Morgan, a community member, asked if Bayside MLK Jr. Academy can have its curriculum up on the website for the benefit of the students. He said: Two weeks ago, I was at a meeting with candidates for the School Board where Mr. Ziegler made what I consider to be a hate speech. He criticized our community and said that we were all on drugs, that our vocabulary was not up to par and that our fathers were absent. There is also the matter of an article in the Marin Independent Journal, which references an email sent by Mr. Ziegler to Thomas Newmeyer. In it, he talks about a conversation he had with Jeff Knowles, a Willow Creek Academy board member, who asked him to step aside in the school board elections and allow him to run instead. This is politicking between two boards. This speaks volumes about power and wanting power. We need change.

Dana Perez, a parent, said she was excited about the newsletter that was going to go out to parents as one way to connect with them and let everyone know about the good things happening at the school. She said: The overview that parents got from the coordinator of the Rhythm and Moves physical education program was really inspiring; it seems like an excellent addition to the curriculum. Another good program is Positive Behavior Intervention and Support. I think that is vital for our school. We need to see more positive reinforcement. A mother in the community has expressed concern that the Kindergarten teacher may be overwhelmed with six or seven students who have IEPs. The district should consider getting a full time paraprofessional for her. We also need a parent liaison. Michael Tabb is excellent as a facilitator for the parent group, but we need a parent liaison.

Kurt Weinsheimer, a board member at WCA, said the level of distrust is now so high that no further discussion will change anyone's mind. On Election Day, People will vote their belief and we will move forward. As parents we believe real change needs to happen. Both BMLK and WCA must close the

achievement gap. I can't wait for Nov 9 so the real work of collaboration and healing can begin, he concluded.

Principal

Principal Griffin said our enrollment is at 160. Trustee Barrow asked if there are transfers between the two schools. Dr. Griffin said there have been a few from WCA and other school districts, with the largest influx coming into the higher grades. This is highlighting the need to split the 7/8 combo class.

On discipline, we are crafting a discipline matrix and a progressive discipline model that includes restorative justice. We have had experts come to our staff meetings and they will come back to look further at the program. We want to balance discipline with rewards. We are now using a model called Positive Behavior Interventions and Supports. It teaches strategies like creating lists of students who are doing well rather than list of those who misbehave. Transforming school culture does not happen overnight, he said. The next Restorative Justice training will take place on October 26.

Trustee Barrow asked about talk of bullying at Bayside MLK Jr. Academy. Dr. Griffin said that he has recently dealt with three instances of bullying. We will have professional development and give strategies to parents to deal with the issues. Trustee Van Alst suggested that parents discuss the issue with administrators during their regular Tuesday morning meetings. Trustee Green suggested having speakers come to the district to speak to children about bullying. She mentioned Bryan Stow, the Giants fan who was badly beaten at Dodger Stadium in 2011 as a possibility.

Trustee Van Alst asked about the suspension rate in light of our LCAP goals and asked when would be the appropriate time to look at prior benchmarks and start comparing those to our current rates. Dr. Griffin said that this year, we have had three out of school suspensions and no in-school suspensions.

Dr. Griffin said that all classes now have textbooks. We have a new math teacher who is an engineer by profession but wants very much to teach at the middle school level. Superintendent McCoy thanked the Marin County Office of Education for helping with that process.

Superintendent McCoy mentioned that the district website now carries his Twitter feed on its front page, where parents can read the latest news and updates regarding the school. Trustees thanked Dr. Griffin for putting together the Bayside MLK Jr. Academy newsletter.

Assistant Principal Beth Minor said that as of this afternoon, everyone has been assessed in 1st and 2nd grade in reading and math and the rest of the grades in reading, math and language skills, using the Measure of Academic Progress test. Kindergarteners are taking a test called ESGI, because MAP testing is not geared to their level. In 1st through 5th grades, about 80% finished the test and in middle school the rate was 50 to 60%. This is our first year with the MAP test and we are building a baseline, so that we will be able to give meaningful comparisons, she said. Trustee Barrow said that it would be useful to the demographic comparison information as well as more complete testing data in the future.

Willow Creek Academy

Head of School Tara Seekins said the fall MAP testing at WCA concluded on September 23. The school hopes to collaborate with Bayside MLK Jr. Academy as well as Bridge the Gap and Tamalpais High School to ensure that students are ready to enroll in Algebra by ninth grade.

Families from both school had a get-together at the Family Dinner night hosted at the BMLK multipurpose room. Dr. Griffin has visited staff at WCA and talked about using data and lessons from the charter school as BMLK begins its Restorative Justice program.

Both Fall Welcome and Campus Work Day at the school were successful. Ms. Seekins thanked the Parent Council and staff members for their assistance. Current enrollment at WCA is 400.

Superintendent

Trustee Van Alst announced that Superintendent McCoy will be honored at the CSBA Annual Conference on December 1 for his work with Summer Programs and Equity.

Superintendent McCoy said the district's work is moving forward. I am impressed by the willingness of staff and community to come together, he told the Board. He continued: Certificated and classified staff met with the California Collaborative for Educational Excellence team last week. Joining them was James Randle, an instructional coach who will be working with the district and individually coaching teachers to help improve their pedagogy. We are designing systems that will provide structure, clear expectations and restorative justice as well as a sound curriculum to our students. We are organizing our resources to make all of this happen. I appreciate that I am being given some breathing room by the community to make this happen. I assure you that I think we have the people and resources to build a great program where children will succeed. We are providing additional coaching from experienced administrators for Dr. Griffin in his first year as principal. At the November meeting, I will present a more in depth educational plan.

Trustee Newmeyer asked how Mr. Randle's work dovetails with that of CCEE. Superintendent McCoy said that CCEE is looking at community engagement and to help us have our numbers and systems in place. Mr. Randle is here to strengthen teacher practice.

Lynette Sheldon, a parent, asked if the new training and support will also be provided to special education teachers. Superintendent McCoy said that all teachers, paraprofessionals and even volunteers will be trained.

Update on the District's Response to the FCMAT Report

Superintendent McCoy said that he was hired to focus on the achievement gap and the Board continues to show a commitment to achieving this goal. I urge the board and the community to move forward, he said.

Trustee Ziegler said that he would like to commend Mr. McCoy for his work on the response to the FCMAT report. It was detailed and took a massive amount of time. He continued: I felt that the FCMAT report was an unfair and erroneous attack on the Board. I am very happy with the response. I hope that it puts everything to rest. I respect FCMAT and its work but I think they misspoke in this case. I support the request for FCMAT to withdraw their report. It was harmful across the board. We should and will be more aware of some issues in the future.

Trustee Van Alst thanked Superintendent McCoy and the staff for their work on the response. I hope this brings closure so that we can focus our attention on the district, she said. She praised the superintendent's leadership style and his honesty and optimism as an administrator.

Trustee Barrow said that he has asked many questions about academic achievement. He said he wanted it to be clearly understood that the achievement gap is everywhere throughout the nation and that our teachers and our Board did not create it. We are working to solve this problem, he said.

The Board voted to remove the following items from the consent agenda:

2016-2017 Agreement with Youth in Arts

2016-2017 Agreement with Rhythm & Moves

2016-2017 Agreement with Marin County Office of Education – Business Services

Marin Promise Partnership Agreement

Payment of Warrants – Batches 11-14

Ziegler/ Barrow/All to remove the above items from the consent agenda

Consent Agenda

Roll Call/Newmeyer/Ziegler/4 Ayes, 0 Noes, 1 abstain to approve the following consent agenda items:

Minutes of the September 13, 2016 Board Meeting

Quarterly Report on Williams Uniform Complaints

2016-2017 Agreements with Youth in Arts, Rhythm & Moves, MCOE

Trustee Ziegler said that while he did not have a problem with any of the programs, he objected to some of the language in the contracts. The project description in the Youth in Arts agreement simply says visual arts, without explaining what this entails. The technical issue with the agreement is that it has a hold harmless point directed at the district, whereas Youth in Arts should be holding the district harmless. We need a standard paragraph in this regard for all agreements. Superintendent McCoy agreed that it would be best practice to have a set of policies regarding the hold harmless clause in place. In light of this discussion, the Board decided to table the approval of these agreements until they are amended by counsel.

Barrow/Zeigler/All to table approval of agreements with Youth in Arts, Rhythm & Moves, MCOE

Marin Promise Partnership Agreement

Superintendent McCoy said that the work of Marin Promise is organized around benchmarks for student achievements. They formulate their work around algebra readiness, reading by the third grade and graduation rates. Their goals should be our goals, as they parallel our work and our LCAP metrics

Trustee Barrow said that he has been involved with Marin Promise since its inception. Bettie Hodges said that we should bear in mind that this is a data organization which looks at pilot programs and identifies the ones that might become best practice. It is not a direct service organization, she said.

Barrow/Green/All to approve the Marin Promise Partnership Agreement

Payment of Warrants – Batches 11-14

Trustee Green asked about the vendor Stephen Roatch Accountancy and was informed that this is the name of the district's auditors.

Green/Newmeyer/All to approve the Payment of Warrants - Batches 11-14

PERSONNEL

Personnel Action Report

Superintendent McCoy recognized former Chief Business Official Paula Rigney for her work with the district. I will miss her sense of humor and I wish her well in her new endeavors, he said. Trustee Van

Alst said that Ms. Rigney had a passion for this district and was deeply and emotionally invested in it. She was very accessible and transparent with the information we needed; we will miss her and we wish her the best. Superintendent McCoy thanked Amy Prescott of MCOE for stepping in as seamlessly as anyone and doing great work for the district. Trustee Barrow said that he has enjoyed working with Ms. Prescott and looks forward to her continued support. Superintendent McCoy said that he had conducted a first interview with a CBO candidate and is hopeful that he will be good fit for our district.

Barrow/Newmeyer/5 Ayes, 0 Noes to approve the Personnel Action Report

FINANCIAL & BUSINESS

Resolution 739 - Authorization to Sign on behalf of the Governing Board

Superintendent McCoy said this is a yearly authorization that allows him to sign financial documents on behalf of the district.

Roll Call/ Barrow/Ziegler/5 Ayes, 0 Noes to approve Resolution 739 - Authorization to Sign on behalf of the Governing Board

CURRICULUM AND INSTRUCTION

Resolution 737 – Arts Education

Superintendent McCoy said this resolution was not listed as an action item last time so is being brought back for approval.

Roll Call/ Barrow/Newmeyer/5 Ayes, 0 Noes to approve Resolution 737 – Arts Education

POLICY DEVELOPMENT

Board Policy and Administrative Regulation 5117– Students – Interdistrict Attendance

Ziegler/Barrow/5 Ayes, 0 Noes to approve Board Policy and Administrative Regulation 5117

Board Policy and Administrative Regulation 6153 – Instruction – School Sponsored Trips

Barrow/Van Alst/5 Ayes, 0 Noes to approve Board Policy and Administrative Regulation 6153

FUTURE MEETING

The next Regular Meeting of the Board of Trustees will be on Tuesday, November 15, 2016, in the Bayside/Martin Luther King School Library

BOARD COMMENTS / CORRESPONDENCE

Trustee Ziegler said that he was privileged to be guided around campus by the Superintendent. He continued: I was very impressed with what is going on in the classrooms. Across the board, the discipline was excellent, there was good order, education was going on and there were at least three adults in every classroom working with the children. There were two issues however. One was stuffy classrooms; without fresh air, kids are liable to get sleepy and tired. The other is that I think we should enroll children in the school as soon as possible, perhaps when they are two rather than four. If we need classrooms, we should look at that in the Bond. If we start on the kids reading much earlier, they will be prepared when they enter Kindergarten.

Trustee Green said that a community member has asked that the district use microphones during board meetings.

Trustee Van Alst said that she attended the “perfect attendance” award ceremony at BMLK, where she gave Starbucks rewards to the teachers. The kids were very proud, as were the parents, she said.

ADJOURNMENT

Barrow /Green /All to adjourn at 8:35 p.m.

Signature/Date

Title

**SAUSALITO MARIN CITY SCHOOL DISTRICT
BOARD MEETING MINUTES
November 9, 2016**

ATTENDANCE

Board Members Present: Caroline Van Alst, William Ziegler, Thomas Newmeyer, Joshua Barrow

Absent: Ida Green

Superintendent: Will McCoy

The meeting was called to order at 6:00 p.m.

CLOSED SESSION

The Board and Superintendent convened closed session at 6:02 p.m.

RECONVENE TO OPEN SESSION

Open session reconvened at 7:13 p.m.

REPORT OUT OF CLOSED SESSION

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

ADJOURNMENT

Newmeyer/Ziegler/1 Absent to adjourn the meeting at 7:14 p.m.

Signature/Date

Title

**SAUSALITO MARIN CITY SCHOOL DISTRICT
BOARD MEETING MINUTES
October 28, 2016**

ATTENDANCE

Board Members Present: Caroline Van Alst, William Ziegler, Thomas Newmeyer, Joshua Barrow

Absent: Ida Green

Superintendent: Will McCoy

The meeting was called to order at 6:34 p.m.

CLOSED SESSION

The Board and Superintendent convened closed session at 6:36 p.m.

RECONVENE TO OPEN SESSION

Open session reconvened at 7:49 p.m.

REPORT OUT OF CLOSED SESSION

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

ADJOURNMENT

Newmeyer/Barrow/1 Absent to adjourn the meeting at 7:50 p.m.

Signature/Date

Title

Sausalito Marin City School District

Agenda Item: *5.04

Date: November 15, 2016

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

Item Requires Board Action: ☐

Item is for Information Only: ☐

Item: Marin County Office of Education (MCOE) Contract for Business Services for the 2016-2017 School Year.

Background: It is proposed that the MCOE will provide business services for the Sausalito Marin City School District as needed, due to the vacancy in the Chief Business Official (CBO) position.

This item was deferred from the October 13, 2016 for requested revisions to the hold harmless language

Fiscal Impact: Estimated expense of \$18,000 paid for by unrestricted base funds.

Recommendation: Approve



MARIN COUNTY

OFFICE OF EDUCATION

1111 LAS GALLINAS AVENUE/P.O. BOX 4925
SAN RAFAEL, CA 94913-4925
marincoe@marinschools.org

MARY JANE BURKE
MARIN COUNTY
SUPERINTENDENT OF SCHOOLS

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

This **AGREEMENT** is by and between the Sausalito Marin City School District (hereinafter referred to as the "District") and the Marin County Superintendent of Schools (hereafter referred to as "Superintendent").

Background

The District has requested the support of Superintendent for business services due to the vacancy of their Chief Business Official (CBO).

The parties agree as follows:

1. Services

Superintendent shall provide the District with business services. Services will include the following:

- Supervise, audit, and approve payroll operations
- Supervise, audit, and approve accounts payable and receivable operations
- Post and reconcile cash received
- Review and update the district budget
- Prepare budget revisions and the First Interim Report
- Input monthly cafeteria reports into CNIPS
- Federal Cash Management reporting
- CARS report; prepare for January 2017 reporting
- ASES reporting expenditures and attendance
- CBEDS reporting
- Assist and monitor CALPADS reporting
- Auditor support
- Negotiations support

2. Employment

Superintendent's staff providing business services under the terms of this MOU shall remain an employee of Superintendent and shall not be considered an employee of the District for any purpose.

3. Term

The term of this agreement will begin September 26, 2016 and continue through March 31, 2017, or as needed. If the District is not able to hire a CBO by March 31, 2017, both parties agree to revisit this agreement to discuss an extension of the term.

4. Payment

The District shall reimburse Superintendent for business services ~~up to 20 hours per week~~ based upon actual costs of a Business Services Director salary and benefits, plus the MCOE approved indirect of 14.72%: \$104.51 per hour

5. Governing Law

This Agreement is made and entered into in the County of Marin, State of California.

6. Hold Harmless

The County Superintendent shall indemnify, hold harmless, and defend the District, its officers, agents, and employees from and against all claims, damages, losses, and expenses, including reasonable costs and attorney's fees, arising out of or resulting from MCOE's sole negligence in performance of this agreement.

The District shall indemnify, hold harmless, and defend the County Superintendent, its officers, agents, and employees from and against all claims, damages, losses, and expenses, including reasonable costs and attorneys' fees, arising out of or resulting from the District's sole negligence in the performance of this agreement.

7. Termination

This agreement may be terminated by either party with 30 days' notice.

Marin County Superintendent of Schools:

Mary Jane Burke
Marin County Superintendent of Schools

Date

Sausalito Marin City School District:

William McCoy
Superintendent, Sausalito Marin City School District

Date

Sausalito Marin City School District

Agenda Item: 6.01

Date: November 15, 2016

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

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

Item: West Ed Proposal to Support Sausalito Marin City School District in Local Control Accountability Plan (LCAP) Activities.

Background: In the Spring of 2016, West Ed provided support in the LCAP stakeholder engagement process and the development of the 2016-2017 district LCAP.

The proposal presented has been developed to provide support during the 2016-2017 year for the LCAP process with four objectives:

1. Support SMCSDD and its staff to support strategic coordination of efforts to surface student needs and community priorities across stakeholder groups and to build capacity for future LCAP activities.
2. Support the SMCSDD and its staff to plan and implement various stakeholder meetings, build capacity within the district and community to support future community meetings and move toward a model and consistent practice of authentic community engagement.
3. Support the SMCSDD and its staff to write and revise the LCAP and build capacity for future writing within the district and community.
4. Support the SMCSDD and its staff to effectively communicate performance data aligned to local priorities with students, staff, family/parents, and community members and support data-driven decision making processes.

Fiscal Impact: \$67,000 paid from unrestricted base funds.

Recommendation: Approve Scope of Work. It is proposed that a formal contract be presented to the Board of Trustees at the regularly scheduled board meeting on December 13, 2016.

Attachment(s): West Ed Scope of Work

Scope of Work

Sausalito-Marin City School District (SMCSD)

PURPOSE

WestEd partners with states, educational support agencies, districts, and schools across the country providing customized, comprehensive, research-based solutions that meet the unique needs of our partners, focused on continuous improvement and performance. This Scope of Work represents work to be performed between October 15, 2016 and May 31, 2017.

Services and Deliverables

Component I: Planning with District Office and School Site Staff (October 2016-May 2017)

Objectives

- Support SMCSD and its staff to support strategic coordination of efforts to surface student needs and community priorities across stakeholder groups and to build capacity for future LCAP activities.

Deliverables

- Consultation, coaching, and technical assistance to develop and support the capacity of the SMCSD Leadership Team (i.e. superintendent, principal, vice principal, teacher, community representative).
- Develop a work plan/s to support stakeholder meetings and LCAP development and revisions with superintendent and Leadership Team.
- Work with district office and school site staff to develop a communication plan to support the implementation and progress monitoring of the LCAP.

Estimated Time

- Approximately 15 days of staff support.

Component II: Community/Family, Student and/or Staff Meeting Facilitation (October 2016-May 2017)

Objectives

- Support the SMCSD and its staff to plan and implement various stakeholder meetings, build capacity within the district and community to support future community meetings and move toward a model and consistent practice of authentic community engagement.

Deliverables

- Work with district office and school site staff to plan and co-facilitate 8 stakeholder meetings (approximately 1 per month).
- Coordinate with district office and school site staff to collect, analyze and archive input collected at stakeholder meetings.

Estimated Time

- Approximately 20 days of staff support.

Component III: Writing Team Coordination (January 2017-May 2017)

Objectives

- Support the SMCSD and its staff to write and revise the LCAP and build capacity for future writing within the district and community.

Deliverables

- Process planning and consultation to assist with the development of the annual update and revisions for the 2017-18 LCAP.
- Using data collected from stakeholder input sessions to guide/inform the development and revision

of LCAP goals, action, and services.

- Support collaboration and communication across district departments and stakeholder groups.

Estimated Time

- Approximately 10 days of staff support.

Component IV: Data Analysis and Display Development (October 2016-May 2017)

Objectives

- Support the SMCS D and its staff to effectively communicate performance data aligned to local priorities with students, staff, family/parents, and community members and support data-driven decision making processes.

Deliverables

- Coordinate the analysis and display of data and input in a clear and concise manner suited to a variety of audiences.

Estimated Time

- Approximately 5 days of staff support.

Project Team

WestEd's project team will be led by Roni Jones and include other subject/content expertise as needed to meet project requirements. Jason Willis will coordinate high-level project check-ins and attend critical meetings.

Project Cost

WestEd proposes providing 50 days of support from September 1 – May 31, 2016 for a fixed price contract of \$67,000 including consulting services, materials, and travel.

WestEd

Roni Jones
Organizational Development Specialist
530-906-7453

Jason Willis
Director, Strategy & Performance
510-847-5894

Sausalito-Marin City School District

William McCoy
SMCS D Superintendent
415-332-3190

Sausalito Marin City School District
Personnel Action Report
2016/2017-4

Date of Board Meeting: November 15, 2016

Action	Name	Title	FTE	Site	Effective Date
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Classified

Hired	Lynnette Egenlauf	Paraprofessional	1.0	WCA	11-01-2016

Certificated

Resigned	Hironobu Kobayashi	Teacher ~ Math	1.0	BS/MLK	10-17-2016

Confidential

Administrative

Sausalito Marin City School District

Agenda Item: 8.01

Date: November 15, 2016

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

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

Item: Consideration and Approval of Budget Revision #1 for 2016-2017

Background: The District is required to revise its budget at regular intervals as information becomes available. Budget Revision #1 represents material changes that have been made to the budget and reflect the most accurate information available at this time.

Fiscal Impact: Total change in fund balance due to revenue and expenditure changes in year 2016/2017: Decrease of \$353,347.

Recommendation: Approve

Attachments:

- Summary of Proposed Changes
- Updated Multi Year Projection

SAUSALITO MARIN CITY SCHOOL DISTRICT
Unrestricted/Restricted Combined General Fund Budget Revision #1
Budget Revisions Report
2016-2017

Board Meeting: 11/15/2016

REVENUE	Adopted Budget	Revised Budget	Revisions 10/31/2016	
LCFF Sources (State Aide, EPA, & Property Taxes)	\$ 6,669,673	\$ 6,633,864	\$ (35,809)	1
Charter School In-Lieu to Willow Creek Academy	\$ (2,745,068)	\$ (2,741,894)	\$ 3,174	2
Transfer Out to Deferred Maintenance	\$ -	\$ (50,000)	\$ (50,000)	3
Basic Aid Supplemental Funding	\$ 408,741	\$ 408,741	\$ -	4
Federal Revenues	\$ 354,504	\$ 343,029	\$ (11,475)	5
State Revenues - Other	\$ 189,730	\$ 206,230	\$ 16,500	6
Local Revenues	\$ 660,784	\$ 660,784	\$ -	
TOTAL PROJECTED REVENUE	\$ 5,538,364	\$ 5,460,754	\$ (77,610)	
EXPENSES				
Certificated Salaries	\$ 1,527,237	\$ 1,575,172	\$ 47,935	7
Classified Salaries	\$ 872,554	\$ 909,211	\$ 36,657	8
Employee Benefits	\$ 861,867	\$ 887,606	\$ 25,739	9
Books and Supplies	\$ 112,047	\$ 115,409	\$ 3,362	10
Services, Other Operating Expenses	\$ 1,350,290	\$ 1,625,335	\$ 275,045	11
Capital Outlay	\$ -	\$ -	\$ -	
Other Outgo	\$ 470,255	\$ 470,255	\$ -	
Direct Support/Indirect Costs	\$ 21,585	\$ 21,585	\$ -	
Indirect Costs	\$ -	\$ -	\$ -	
TOTAL EXPENDITURES	\$ 5,215,835	\$ 5,604,573	\$ 388,738	
REVENUE LESS EXPENSES	\$ 322,528	\$ (143,820)	\$ (466,349)	
OTHER FINANCING SOURCES				
Contributions to Restricted Programs	\$ -	\$ -	\$ -	
Transfers Out to Other Funds	\$ (350,565)	\$ (300,565)	\$ 50,000	12
TOTAL OTHER SOURCES/USES	\$ (350,565)	\$ (300,565)	\$ 50,000	
NET INCREASE/DECREASE	\$ (28,037)	\$ (444,385)	\$ (416,349)	
FUND BALANCE, RESERVES				
Beginning Fund Balance	\$ 1,383,641	\$ 1,890,945	\$ 507,305	13
Audit Adjustments	\$ -	\$ -	\$ -	
TOTAL BEGINNING FUND BALANCE	\$ 1,383,641	\$ 1,890,945	\$ 507,305	
Ending Fund Balance	\$ 1,355,604	\$ 1,446,562	\$ 90,956	
COMPONENTS OF FUND BALANCE				
Restricted	\$ 1,982	\$ 226,816	\$ 224,834	
Revolving Cash	\$ -	\$ -	\$ -	
STRS On-Behalf Reserve	\$ 79,923	\$ -	\$ (79,923)	14
Reserve for Economic Uncertainty - 5%	\$ -	\$ 299,395	\$ 299,395	15
	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	
Undesignated/Undistributed Amount	\$ 1,273,699	\$ 920,352	\$ (353,347)	

General Fund 01**Budget Revision #1 through October 31, 2016**

1. Small adjustment in EPA, decreased projected Property Taxes based on DOF estimates.	\$ (35,809)
2. Decrease WCA in-lieu based on WCA's current enrollment projections.	\$ 3,174
3. Reflect Transfer Out to Deferred Maintenance per changes in accounting procedures.	\$ (50,000)
4. Decrease Title I funding.	\$ (11,475)
5. Increase Mandated Costs one-time dollars.	\$ 16,500
Total Decrease in General Fund Revenues	\$ (77,610)

7. Increase certificated extra duty pay, add .5 Math Teacher.	\$ 47,935
8. Increase estimate for classified extra duty pay and overtime.	\$ 36,657
9. Increased Employee Benefits due to changes in staffing & updating budget to actuals.	\$ 25,739
10. Slight Increase in supplies budget.	\$ 3,362
11. Increase Operating Expenses due to additional contracts and increased legal fees.	\$ 275,045
Instructional Coach	\$ 50,069
Decrease Estimated Rental Expense	\$ (55,000)
Increase Legal Fees	\$ 183,000
Increase for West Ed	\$ 47,000
Increase for School Services of California	\$ 10,000
MCOE Business Services Contract	\$ 18,000
Increase Field Trips	\$ 9,800
Increase Routine Restricted Maintenance Repairs	\$ 6,000
Decrease Title I Operating Expenses	\$ (1,000)
Increase Special Education Contracts	\$ 7,176
	\$ 275,045

Total Increase in General Fund Expenditures \$ 388,738

12. Reflect Transfer Out to Deferred Maintenance per Changes in Accounting Procedures.	\$ 50,000
13. Beginning Balance Increased per the Unaudited Actuals Report in September 2016.	\$ 507,305
14. Removed STRS On-Behalf Set Aside.	\$ (79,923)
15. Economic Reserve for Uncertainty added, not Included in the SACS Adopted Budget.	\$ 299,395
Total Decrease in Fund Balance	\$ (353,347)

SAUSALITO MARIN CITY SCHOOL DISTRICT

Budget Revision #1 Multi Year Projections (MYP) Board Meeting: 11/15/2016				2016/17 Budget Revision #1			2017/18 MYP Year 2			2018/19 MYP Year 3		
				Unrestricted	Restricted	Combined	Unrestricted	Restricted	Combined	Unrestricted	Restricted	Combined
REVENUE												
1	LCFF Sources (State Aide, EPA, & Property Taxes)	\$	6,633,864	\$	-	\$ 6,633,864	6,802,205	-	6,802,205	6,976,496	-	6,976,496
2	Charter School In-Lieu to Willow Creek Academy	\$	(2,741,894)	\$	-	\$ (2,741,894)	(2,977,085)	-	(2,977,085)	(2,991,467)	-	(2,991,467)
3	Transfer Out to Deferred Maintenance	\$	(50,000)	\$	-	\$ (50,000)	(50,000)	-	(50,000)	(50,000)	-	(50,000)
4	Basic Aid Supplemental Funding	\$	408,741	\$	-	\$ 408,741	408,741	-	408,741	408,741	-	408,741
5	Federal Revenues	\$	1,860	\$	341,169	\$ 343,029	1,860	341,169	343,029	1,860	341,169	343,029
5	State Revenues - Other	\$	53,010	\$	153,220	\$ 206,230	27,256	153,220	180,476	27,256	153,220	180,476
6	Local Revenues	\$	326,589	\$	334,195	\$ 660,784	256,589	334,195	590,784	256,589	246,762	503,351
7	TOTAL PROJECTED REVENUE	\$	4,632,171	\$	828,583	\$ 5,460,754	4,469,566	828,584	5,298,150	4,629,475	741,151	5,370,626
EXPENSES												
8	Certificated Salaries	\$	1,074,419	\$	500,753	\$ 1,575,172	1,178,811	471,962	1,650,773	1,206,835	473,886	1,680,721
9	Classified Salaries	\$	514,821	\$	394,390	\$ 909,211	497,543	425,239	922,782	505,381	430,696	936,077
10	Employee Benefits	\$	584,465	\$	303,141	\$ 887,606	634,975	320,573	955,548	681,405	341,919	1,023,324
11	Books and Supplies	\$	85,613	\$	29,796	\$ 115,409	79,981	26,325	106,305	81,432	21,975	103,407
12	Services, Other Operating Expenses	\$	1,112,004	\$	513,331	\$ 1,625,335	684,612	481,843	1,166,455	712,360	420,825	1,133,186
13	Capital Outlay	\$	-	\$	-	\$ -	-	-	-	-	-	-
14	Other Outgo	\$	33,125	\$	437,130	\$ 470,255	33,125	446,158	479,283	33,125	455,672	488,797
15	Direct Support/Indirect Costs	\$	21,585	\$	-	\$ 21,585	21,585	-	21,585	21,585	-	21,585
16	Indirect Costs	\$	(20,598)	\$	20,598	\$ -	(20,598)	20,598	-	(17,494)	17,494	-
	TOTAL EXPENDITURES	\$	3,405,434	\$	2,199,138	\$ 5,604,573	3,110,034	2,192,698	5,302,732	3,224,629	2,162,468	5,387,097
17	REVENUE LESS EXPENSES	\$	1,226,737	\$	(1,370,555)	\$ (143,820)	1,359,532	(1,364,115)	(4,583)	1,404,845	(1,421,318)	(16,472)
OTHER FINANCING SOURCES												
18	Contributions to Restricted Programs	\$	(1,366,002)	\$	1,366,002	\$ -	(1,364,179)	1,364,179	-	(1,422,317)	1,422,317	-
	Transfers Out to Other Funds	\$	(300,565)	\$	-	\$ (300,565)	(300,565)	-	(300,565)	(300,565)	-	(300,565)
	TOTAL OTHER SOURCES/USES	\$	(1,666,567)	\$	1,366,002	\$ (300,565)	(1,664,744)	1,364,179	(300,565)	(1,722,882)	1,422,317	(300,565)
	NET INCREASE/DECREASE	\$	(439,830)	\$	(4,553)	\$ (444,385)	(305,212)	64	(305,148)	(318,037)	1,000	(317,037)
FUND BALANCE, RESERVES												
19	Beginning Fund Balance	\$	1,659,577	\$	231,369	\$ 1,890,945	1,219,746	226,816	1,446,562	914,534	226,880	1,141,414
21	Audit Adjustments	\$	-	\$	-	\$ -	-	-	-	-	-	-
	TOTAL BEGINNING FUND BALANCE	\$	1,659,577	\$	231,369	\$ 1,890,945	1,219,746	226,816	1,446,562	914,534	226,880	1,141,414
	TOTAL ENDING FUND BALANCE	\$	1,219,746	\$	226,816	\$ 1,446,562	914,534	226,880	1,141,414	596,497	227,880	824,377
COMPONENTS OF FUND BALANCE												
24	Restricted	\$	-	\$	226,816	\$ 226,816	0	226,880	226,880	0	227,880	227,880
25	Revolving Cash	\$	-	\$	-	\$ -	-	-	-	-	-	-
26	STRS On-Behalf Reserve	\$	-	\$	-	\$ -	-	-	-	-	-	-
27	Reserve for Economic Uncertainty - 5%	\$	299,395	\$	-	\$ 299,395	280,165	-	280,165	284,383	-	284,383
28	Fund 01 Unassigned Amount	\$	920,352	\$	-	\$ 920,352	\$ 634,369	\$ -	\$ 634,369	\$ 312,114	\$ -	\$ 312,114
29	Fund 17 Unassigned Amount	\$	-	\$	-	\$ -	\$ -	\$ -	\$ -	\$ 173,000	\$ -	\$ 173,000
	TOTAL UNDESIGNATED/UNASSIGNED AMOUNT	\$	920,352	\$	-	\$ 920,352	\$ 634,369	\$ -	\$ 634,369	\$ 485,114	\$ -	\$ 485,114
Unassigned Reserve Percent				15.59%			11.32%			8.53%		

Sausalito Marin City School District

Agenda Item: 8.02

Date: November 15, 2016

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

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

Item: Tentative Agreements with the Sausalito District Teacher Association - Fiscal Year 2016-2017 and the California School Employee Association - Fiscal Years 2016-2017 and 2018-2019.

Background: In the September and October 2016 the District and bargaining units met and negotiated the attached tentative agreements.

Fiscal Impact: Increase in salary and benefits as follows:

<u>2016-2017</u>	<u>2017-2018</u>	<u>2018-2019</u>
\$148,577	\$160,415	\$162,369

Recommendation: Approve

Attachments:

- SDTA Tentative Agreement
- CSEA Tentative Agreement
- Public Disclosure Document

PUBLIC DISCLOSURE OF PROPOSED COLLECTIVE BARGAINING AGREEMENT

For submission to the governing board and the county superintendent of schools,
and in accordance with the public disclosure requirements of AB-1200 (Statutes 1991, Chapter 1213)
as revised by AB 2756 (Statutes of 2004), and G.C. 3547.5 (Statutes of 2004, Chapter 25).

Sausalito Marin-City		School District
BARGAINING UNIT:	SDTA and CSEA Bargaining Units	
<input checked="" type="checkbox"/> Certificated <input checked="" type="checkbox"/> Classified		
PERIOD OF AGREEMENT		
The proposed agreement covers the period beginning on:		7/1/2016
and ending on:		6/30/2017
If this agreement is part of a multi-year contract, indicate ALL fiscal years covered:		
Fiscal Years:	Yes	Yes No
Reopeners: Yes or NO ?		
if Yes, What Areas?		
To be acted upon by the Governing Board at its meeting on:		11/15/2016
Date of governing board approval of budget revisions		11/15/2016
Budget Revisions to be submitted no later than 45 days after approval:		1/17/2017
Provide a copy of the board-approved budget revisions and board minutes within 45 days.		
If the board-approved revisions are different from the proposed budget adjustments provide a detailed report upon approval of the district governing board.		

GENERAL

STATUS OF ALL BARGAINING UNIT AGREEMENTS

	Unit	Status	# FTE Represented
Certificated:	SDTA	TA	
Classified:	CSEA	TA	
Other:	Non-Represented Employees	Open	

NARRATIVE OF AGREEMENT:

Provide a brief narrative of the proposed changes in compensation and attach a copy of the Tentative Agreement.

The SDTA tentative agreement is for a 4% increase on the salary schedule retro-active to July 1, 2016 and an increase on the health and welfare benefits cap of \$5,645 per 1.0 FTE. The CSEA tentative agreement is for a 3% increase on the salary schedule retro-active to July 1, 2016 and a 2% increase on the salary schedule in 2017-2018.

PUBLIC DISCLOSURE OF PROPOSED COLLECTIVE BARGAINING AGREEMENT

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Sausalito Marin-City

School District

COMPENSATION PROVISIONS

SALARIES: PERCENTAGE INCREASE/DECREASE IN SALARIES IN PROPOSED AGREEMENT:

COMPENSATION			Fiscal Impact of Proposed Agreement		
			Current Year	Year 2	Year 3
			2016-2017	2017-2018	2018-2019
1a.	Salary cost before agreement (latest board approved budget and multi-year projection)		\$ 1,589,319	\$ 1,665,105	\$ 1,648,407
1b.	Step & Column Increase (Decrease) included in total salary cost		0.00%	2.50%	2.50%
1c.	Statutory benefits cost before agreement (latest board approved budget)		\$ 224,157	\$ 398,460	\$ 410,948
1d.	CY Health & Welfare Benefits cost before agreement		\$ 176,087	\$ 181,087	\$ 176,087
2.	Step & Column - Increase (Decrease) due to settlement	Cost (=/-)	\$ -	\$ -	\$ -
		Percent	0.00%	0.00%	0.00%
3.	Salary Schedule - Increase (Decrease) due to settlement	Cost (=/-)	\$ 58,620	\$ 59,937	\$ 62,358
		Percent	3.69%	3.60%	3.78%
4.	Other Compensation - Increase (Decrease) (Stipends, bonuses, retro pay. Etc.)	Cost (=/-)	\$ -	\$ -	\$ -
		Percent	0.00%	0.00%	0.00%
		Description			
5.	Other Salary changes - increase (decrease) FTE	Cost (=/-)	\$ -	\$ -	\$ -
		FTE			
6.	Statutory Benefits - Increase (Decrease) in STRS, PERS, FICA, WC, UI, OASDI, Medicare etc.	Cost (=/-)	\$ 8,268	\$ 14,343	\$ 15,546
		Percent	3.69%	3.60%	3.78%
		Description			
7.	Health & Welfare Benefits - Increase (Decrease) (Medical, Dental, Vision, Life Insurance, etc.	Cost (=/-)	\$ 76,983	\$ 76,983	\$ 76,983
		Percent	43.72%	42.51%	43.72%
		Description			
8a.	Total Salary - Increase (Decrease) (total Lines 2 - 5)	Cost (=/-)	\$ 58,620	\$ 59,937	\$ 62,358
		Percent	3.69%	3.60%	3.78%
8b.	Total Salary Increase including step (lines 1b + 8		3.69%	6.10%	6.28%
8c.	Total Salary after settlement		\$ 1,647,939	\$ 1,725,042	\$ 1,710,765
9a.	Total Compensation - Increase (Decrease) (total Lines 2 - 6)	Cost (=/-)	\$ 143,871	\$ 151,263	\$ 154,887
		Percent	7.23%	6.74%	6.93%
9b.	Total compensation after settlement		\$ 2,133,434	\$ 2,395,915	\$ 2,390,329
10.	Total Compensation Cost for AVERAGE Represented Employee - Increase (Decrease)	FTE		-	-
		Pre-Settlement	\$ -	\$ -	\$ -
		Post Settlement	\$ -	\$ -	\$ -
		Percent	0.00%	0.00%	0.00%
11.	Cost of 1% after above compensation (salary and statutory benefits)		\$ 18,804	\$ 21,378	\$ 21,373
12.	Please indicate if Health/Welfare Benefit Capped : (Indicate details such as different caps per health plans or any super composite rates)				
	Current Cap:				
	Proposed Cap:				
	Average Capped Amount increase per employee			\$ -	0%

PUBLIC DISCLOSURE OF PROPOSED COLLECTIVE BARGAINING AGREEMENT

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and in accordance with the public disclosure requirements of AB-1200 (Statutes 1991, Chapter 1213)
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Sausalito Marin-City

School District

OTHER PROVISIONS (COMPENSATION AND NON-COMPENSATION)

The following are additional compensation and non-compensation provisions contained in the proposed agreement:
(Please indicate, in detail, the terms of the agreement covered in each section)

13.	OTHER COMPENSATION: Off-Schedule Stipends, Bonuses, etc. (amounts, staff affected, total cost) None.
14.	CONCESSIONS: Furlough Days, Salary Reductions, etc. (staff affected, total savings) None
15.	NON-COMPENSATION: Class Size Adjustments, Staff Development Days, Teacher Prep Time, etc. Be specific. None.
16.	Please include any additional comments and explanations as necessary to explain the settlement, including. If there will be composite rates, or any other specifics on any compensation changes, include specifics such as amount saved, staff affected, and total cost: None.
17.	What are the specific impacts on instructional and support programs to accommodate the settlement? Include the impact of non-negotiated changes such as staff reductions and program reductions/eliminations Reduction of .5 FTE administrative position beginning in 2017-2018. Structural program changes in the areas of art, PE, and Special Education that will reduce expenses and will enhance student services.
18.	CONTINGENCY AND/OR RESTORATION LANGUAGE: Include specific areas identified for reopeners and specific contingency and/or restoration language. None.

PUBLIC DISCLOSURE OF PROPOSED COLLECTIVE BARGAINING AGREEMENT

Sausalito Marin-CitySchool District

For submission to the governing board and the county superintendent of schools,
and in accordance with the public disclosure requirements of AB-1200 (Statutes 1991, Chapter 1213)
as revised by AB 2756 (Statutes of 2004), and G.C. 3547.5 (Statutes of 2004, Chapter 25).

SOURCE OF FUNDING FOR PROPOSED AGREEMENT

19.	<p>Provide a brief narrative of the funds available in the current year to provide for the costs of this agreement:</p> <p> <input type="checkbox"/> General Fund Revenues <input checked="" type="checkbox"/> Reduction in <input checked="" type="checkbox"/> Special Reserve <input type="checkbox"/> Other (please explain) </p> <p>Explanation:</p> <p>With the decrease in revenues and increases in expenses in current year since budget adoption, the budget expenses will need to be substantially reduced in subsequent years to accommodate the salary and health and welfare increases presented. Fund balance will be essentially reduced to the 5% required economic reserve in 2018-2019.</p>															
20.	<p>How will the ongoing cost of the proposed agreement be funded in future years?</p> <p> <input type="checkbox"/> General Fund Revenues <input checked="" type="checkbox"/> Reduction in Expenditures <input checked="" type="checkbox"/> Special Reserve <input type="checkbox"/> Other (please explain) </p> <p>Explanation:</p> <p>See explanation in #19.</p>															
21.	<p>If multiyear agreement, what is the source of funding, including assumptions used, to fund these obligations in future years?</p> <p>Please identify which years this agreement will cover: _____</p> <p>(Remember to include compounding effects in meeting obligations)</p> <p> <input type="checkbox"/> General Fund Revenues <input checked="" type="checkbox"/> Reduction in <input checked="" type="checkbox"/> Special Reserve <input type="checkbox"/> Other (please explain) </p> <p>Assumptions:</p> <p>See explanation in #19.</p>															
22.	<p>What is the impact of the agreement on deficit spending in the current or future year(s)?</p> <p>Explanation:</p> <p>Yes the district will be deficit spending in all years of the agreement due to the impact of the agreement.</p>															
23.	<p>State Minimum Reserve Calculation (inclusive of cost of settlement):</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 60%;">Total Expenditures and Other Uses:</td> <td style="width: 10%; text-align: right;">\$</td> <td style="width: 30%; text-align: right;">6,053,735.00</td> </tr> <tr> <td>Minimum State Reserve Percentage</td> <td></td> <td style="text-align: right;">4%</td> </tr> <tr> <td>Minimum State Reserve Requirement (\$64,000 minimum)</td> <td style="text-align: right;">\$</td> <td style="text-align: right;">242,149.40</td> </tr> </table>	Total Expenditures and Other Uses:	\$	6,053,735.00	Minimum State Reserve Percentage		4%	Minimum State Reserve Requirement (\$64,000 minimum)	\$	242,149.40						
Total Expenditures and Other Uses:	\$	6,053,735.00														
Minimum State Reserve Percentage		4%														
Minimum State Reserve Requirement (\$64,000 minimum)	\$	242,149.40														
24.	<p>Budgeted Unrestricted Reserve (After Impact of Proposed Agreement in Year 3 of the MYP)</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 70%;">General Fund - Budgeted Unrestricted Reserve for Economic Uncertainties</td> <td style="width: 10%; text-align: right;">\$</td> <td style="width: 20%; text-align: right;">284,383</td> </tr> <tr> <td>General Fund - Budgeted Unrestricted Unappropriated Amount</td> <td style="text-align: right;">\$</td> <td style="text-align: right;">(141,156)</td> </tr> <tr> <td>Special Reserve Fund (17) - Reserve for Economic Uncertainties, Unassigned & Unappropriated</td> <td style="text-align: right;">\$</td> <td style="text-align: right;">173,000</td> </tr> <tr> <td>Total District Budgeted Unrestricted Reserves</td> <td style="text-align: right;">\$</td> <td style="text-align: right;">316,227</td> </tr> <tr> <td>Meets reserve requirement</td> <td></td> <td style="text-align: right;">Met</td> </tr> </table>	General Fund - Budgeted Unrestricted Reserve for Economic Uncertainties	\$	284,383	General Fund - Budgeted Unrestricted Unappropriated Amount	\$	(141,156)	Special Reserve Fund (17) - Reserve for Economic Uncertainties, Unassigned & Unappropriated	\$	173,000	Total District Budgeted Unrestricted Reserves	\$	316,227	Meets reserve requirement		Met
General Fund - Budgeted Unrestricted Reserve for Economic Uncertainties	\$	284,383														
General Fund - Budgeted Unrestricted Unappropriated Amount	\$	(141,156)														
Special Reserve Fund (17) - Reserve for Economic Uncertainties, Unassigned & Unappropriated	\$	173,000														
Total District Budgeted Unrestricted Reserves	\$	316,227														
Meets reserve requirement		Met														

PUBLIC DISCLOSURE OF PROPOSED COLLECTIVE BARGAINING AGREEMENT

FISCAL IMPACT IN CURRENT YEAR AND TWO SUBSEQUENT YEARS

Sausalito Marin-CitySchool District

General Fund Combined

Current Fiscal Year 2016-2017

(Col. 1)	(Col. 2)	(Col. 3)	(Col. 4)
Latest Board- Approved Budget Before Settlement as of: 3/15/2015	Adjustments as a Direct Result of this Proposed Settlement	Other Revisions (Including Other Proposed Bargaining Agreements)	Projected District Budget After Settlement of Agreement (Cols. 1 + 2 + 3)
P2 ADA= 487			P2 ADA= 487
LCFF ADA=			LCFF ADA=

A. Revenues and Other Financing Sources

1. LCFF/Revenue Limit Sources	8010-8099	\$ 4,250,711		\$ 4,250,711
2. Federal Revenue	8100-8299	343,029		343,029
3. Other State Revenues	8300-8599	206,230		206,230
4. Other Local Revenues	8600-8799	660,784		660,784
5. Other Financing Sources	8900-8999	-		-
6. Total (sum lines A1 thru A5)		5,460,754	-	5,460,754

B. Expenditures and Other Financing Uses

1. Certificated Salaries	1000-1999	\$ 1,575,172	\$ 43,760	\$ 1,618,932
2. Classified Salaries	2000-2999	909,211	14,860	924,071
3. Employee Benefits	3000-3999	887,606	89,967	977,573
4. Books and Supplies	4000-4999	115,409		115,409
5. Services & Other Operating Expd.	5000-5999	1,625,375		1,625,375
6. Capital Outlay	6000-6999	-		-
7. Other Outgo (no Indirect)	7100-7299, 7400-7499	470,225		470,225
8. Other Outgo - Indirect	7300-7399	21,585		21,585
9. Other Financing Uses	7600-7699	300,565		300,565
10. Other Adjustments				
11. Total (sum lines B1 thru B10)		5,905,148	148,587	6,053,735

C. NET INCREASE (DECREASE) IN FUND

BALANCE (line A6 minus line B11)	\$ (444,394)	\$ (148,587)	\$ -	\$ (592,981)
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D. FUND BALANCE

1. Net Beginning Fund Balance	9791-9795	\$ 1,890,945		\$ 1,890,945
2. Ending Fund Balance		\$ 1,446,551	\$ (148,587)	\$ 1,297,964
3. Components of Ending Fund Balance				
a. Nonspendable	9711-9719			\$ -
b. Restricted	9740	226,816		226,816
c. Committed	9750,9760			-
d. Assigned	9780			-
e. Unassigned/Unappropriated				
1. Reserve for Economic Uncert.	9789	299,395		299,395
2. Unassigned/Unappropriated	9790	920,340	(148,587)	771,753
FUND 17 RESERVES	9789,9790			
% of State Required Reserves		20.66%	Meets	17.69%

If the total amount of the adjustment in Column 2 does not agree with the amount of the total cost shown in DISCLOSURE tab, #9a, Total Compensation Increase, please explain. Also list any other assumptions used or included in Col. 3:

Column 2	148,587	Disclosure Tab #9a	143,871	Variance	4,716
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PUBLIC DISCLOSURE OF PROPOSED COLLECTIVE BARGAINING AGREEMENT	
FISCAL IMPACT IN CURRENT YEAR AND TWO SUBSEQUENT YEARS	
Sausalito Marin-CitySchool District	General Fund Combined

PUBLIC DISCLOSURE OF PROPOSED COLLECTIVE BARGAINING AGREEMENT

FISCAL IMPACT IN CURRENT YEAR AND TWO SUBSEQUENT YEARS

Sausalito Marin-CitySchool District

General Fund Combined

First Subsequent Year 2017-2018

(Col. 1)	(Col. 2)	(Col. 3)	(Col. 4)
Latest Board- Approved MYP Before Settlement - as of: 3/15/2015	Adjustments as a Direct Result of this Proposed Settlement	Other Revisions (Include all adjustments needed to support ongoing costs of agreement)	Projected District MYP After Settlement of Agreement (Cols. 1 + 2 + 3)
P2 ADA= 487			P2 ADA= 487
LCFF ADA=			LCFF ADA=

A. Revenues and Other Financing Sources

1. LCFF/Revenue Limit Sources	8010-8099	\$ 4,183,861			\$ 4,183,861
2. Federal Revenue	8100-8299	343,029			343,029
3. Other State Revenues	8300-8599	180,476			180,476
4. Other Local Revenues	8600-8799	590,784			590,784
5. Other Financing Sources	8900-8999	-			-
6. Total (sum lines A1 thru A5)		5,298,150	-	-	5,298,150

B. Expenditures and Other Financing Uses

1. Certificated Salaries	1000-1999	\$ 1,650,773	\$ 44,854		\$ 1,695,627
2. Classified Salaries	2000-2999	922,782	15,603		938,385
3. Employee Benefits	3000-3999	955,548	90,573		1,046,121
4. Books and Supplies	4000-4999	106,305			106,305
5. Services & Other Operating Expd.	5000-5999	1,166,455			1,166,455
6. Capital Outlay	6000-6999	-			-
7. Other Outgo (no Indirect)	7100-7299, 7400-7499	479,283			479,283
8. Other Outgo - Indirect	7300-7399	21,585			21,585
9. Other Financing Uses	7600-7699	300,565			300,565
10. Other Adjustments					-
11. Total (sum lines B1 thru B10)		5,603,296	151,030	-	5,754,326

C. NET INCREASE (DECREASE) IN FUND

BALANCE (line A6 minus line B11)	\$ (305,146)	\$ (151,030)	\$ -	\$ (456,176)
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D. FUND BALANCE

1. Net Beginning Fund Balance	9791-9795	\$ 1,446,551			\$ 1,297,964
2. Ending Fund Balance		\$ 1,141,405	\$ (151,030)	\$ -	\$ 841,788
3. Components of Ending Fund Balance					
a. Nonspendable	9711-9719				\$ -
b. Restricted	9740	226,880			226,880
c. Committed	9750,9760				-
d. Assigned	9780				-
e. Unassigned/Unappropriated					
1. Reserve for Economic Uncert.	9789	280,165			280,165
2. Unassigned/Unappropriated	9790	634,360	(299,617)	-	334,743
FUND 17 RESERVES	9789,9790				
% of State Required Reserves		16.32%		Meets	10.69%

If the total amount of the adjustment in Column 2 does not agree with the amount of the total cost shown in DISCLOSURE tab, #9a, Total Compensation Increase, please explain. Also list any other assumptions used or included in Col. 3:

Column 2	151,030	Disclosure Tab #9a	151,263	Variance	(233)
----------	---------	--------------------	---------	----------	-------

Assumptions used (LCFF Gap funding, COLA, Other Revenue COLAs, Addl/Reduced staffing, etc):

PUBLIC DISCLOSURE OF PROPOSED COLLECTIVE BARGAINING AGREEMENT	
FISCAL IMPACT IN CURRENT YEAR AND TWO SUBSEQUENT YEARS	
Sausalito Marin-City School District	General Fund Combined

PUBLIC DISCLOSURE OF PROPOSED COLLECTIVE BARGAINING AGREEMENT

FISCAL IMPACT IN CURRENT YEAR AND TWO SUBSEQUENT YEARS

Sausalito Marin-CitySchool District

General Fund Combined

Second Subsequent Year 2018-2019

(Col. 1)	(Col. 2)	(Col. 3)	(Col. 4)
Latest Board- Approved MYP Before Settlement - as of: 3/15/2015	Adjustments as a Direct Result of this Proposed Settlement	Other Revisions (Include all adjustments needed to support ongoing costs of agreement)	Projected District MYP After Settlement of Agreement (Cols. 1 + 2 + 3)
P2 ADA= 487			P2 ADA= 487
LCFF ADA=			LCFF ADA=

A. Revenues and Other Financing Sources

1. LCFF/Revenue Limit Sources	8010-8099	\$ 4,343,770			\$ 4,343,770
2. Federal Revenue	8100-8299	343,029			343,029
3. Other State Revenues	8300-8599	180,476			180,476
4. Other Local Revenues	8600-8799	503,351			503,351
5. Other Financing Sources	8900-8999	-			-
6. Total (sum lines A1 thru A5)		5,370,626	-	-	5,370,626

B. Expenditures and Other Financing Uses

1. Certificated Salaries	1000-1999	\$ 1,680,721	\$ 45,975		\$ 1,726,696
2. Classified Salaries	2000-2999	936,077	16,383		952,460
3. Employee Benefits	3000-3999	1,023,324	91,287		1,114,611
4. Books and Supplies	4000-4999	103,407			103,407
5. Services & Other Operating Expd.	5000-5999	1,133,186			1,133,186
6. Capital Outlay	6000-6999	-			-
7. Other Outgo (no indirect)	7100-7299, 7400-7499	488,797			488,797
8. Other Outgo - Indirect	7300-7399	21,585			21,585
9. Other Financing Uses	7600-7699	300,565			300,565
10. Other Adjustments		-			-
11. Total (sum lines B1 thru B10)		5,687,662	153,645	-	5,841,307

C. NET INCREASE (DECREASE) IN FUND

BALANCE (line A6 minus line B11)	\$ (317,036)	\$ (153,645)	\$ -	\$ (470,681)
----------------------------------	--------------	--------------	------	--------------

D. FUND BALANCE

1. Net Beginning Fund Balance	9791-9795	\$ 1,141,405			\$ 841,788
2. Ending Fund Balance		\$ 824,369	\$ (153,645)	\$ -	\$ 371,107
3. Components of Ending Fund Balance					
a. Nonspendable	9711-9719				\$ -
b. Restricted	9740	227,880			227,880
c. Committed	9750,9760				-
d. Assigned	9780				-
e. Unassigned/Unappropriated					
1. Reserve for Economic Uncert.	9789	284,383			284,383
2. Unassigned/Unappropriated	9790	312,106	(453,262)	-	(141,156)
FUND 17 RESERVES	9789,9790	173,000			173,000
% of State Required Reserves		13.53%		Meets	5.41%

If the total amount of the adjustment in Column 2 does not agree with the amount of the total cost shown in DISCLOSURE tab, #9a, Total Compensation Increase, please explain. Also list any other assumptions used or included in Col. 3:

Column 2	153,645	Disclosure Tab #9a	154,887	Variance	(1,242)
----------	---------	--------------------	---------	----------	---------

Assumptions used (LCFF Gap Funding, COLA, Other Revenue COLAs, Addl/Reduced staffing, etc):

PUBLIC DISCLOSURE OF PROPOSED COLLECTIVE BARGAINING AGREEMENT	
FISCAL IMPACT IN CURRENT YEAR AND TWO SUBSEQUENT YEARS	
Sausalito Marin-City School District	General Fund Combined

PUBLIC DISCLOSURE OF PROPOSED COLLECTIVE BARGAINING AGREEMENT

CERTIFICATION

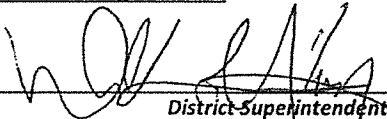
School District

The information provided in this document summarizes the financial implications of the proposed agreement and is submitted to the Governing Board for public disclosure of the major provisions of the agreement (as provided in the "Public Disclosure of Proposed Collective Bargaining Agreement") in accordance with the requirements of AB-1200, AB-2756 and GC 3547.5.

To be signed by the District Superintendent AND Chief Business Official upon submission to the Governing Board and by the Board President upon formal Board action on the proposed agreement.

Signatures of District Superintendent and Chief Business Official must accompany copy of disclosure sent to the County Superintendent for Review 10 days prior to board meeting ratifying agreement.

We hereby certify that the costs incurred by the school district under this agreement can be met by the district during the term of the agreement.



District Superintendent
(signature)

11/10/16

Date



Chief Business Official
(signature)

11-10-16

Date

After public disclosure of the major provisions contained in this document, the Governing Board, at its meeting on Jan 0, 1900, took action to approve the proposed Agreement with the Bargaining Unit.

President, Governing Board
(signature)

Date

TENTATIVE AGREEMENT

Between

The Sausalito District Teachers Association

And

The Sausalito-Marin City School District

ARTICLE I AGREEMENT/TERM

1. No change.
2. No change
3. This Agreement shall remain in full force and effect through June 30, 2016 2019
4. ~~For the 2013-14, 2014-15 and 2015-16 school years the Agreement shall be closed unless benefits premiums increase for 2015-16 by more than two percent (2%). In that event, the parties will re-open negotiations on Article 15, Benefits.~~ 2016-17 school year the Agreement shall be closed; for the 2017-18 and 2018-19 school years Article XIV, Salaries, and Article XV, Certificated Employees' Benefits, and two articles of each parties' choosing will be open for negotiations.

ARTICLE VI CONDITIONS OF EMPLOYMENT

- 1.a. & b. – No change
- c. A daily preparation period of forty (40) minutes will be provided to all Certificated Employees. Certificated Employees working for less than a full contract ~~are not entitled to a preparation period~~ shall be provided preparation time in proportion to their FTE, e.g., .5 FTE receives twenty (20) minutes. Planning and preparation time where assigned shall be used for planning and preparation and conference with pupils, parent, and other teachers or administrators. Two of these preparation periods will be reserved to be used at the Employee's discretion. One shall be part of the Wednesday afternoon early-dismissal schedule after students have been dismissed. For the remainder

of the 2016-17 school year, the second preparation period shall be scheduled on Fridays. Beginning in 2017-18 and beyond, each teacher shall notify the site administrator which day each week will be used for the second preparation within the instructional day.

d. through h. – No change

- i. In addition to the above regular hours of employment, Certificated employees shall be required to work additional hours. These additional hours are Faculty Meetings which do not exceed one hundred twenty (120) minutes per month, Back-to-School Night, Open House, parent conferences and two (2) other meetings mutually agreed upon by the teacher and site administrator. The Principal may call Faculty Meetings by a majority vote of the faculty present. Meetings will only be called as deemed necessary. In addition to the Joint Faculty Meetings, the Superintendent may call two (2) inservice professional development meetings of one (1) hour each some time during the year.

j. through l. – No change.

ARTICLE XIV SALARIES

1. Delete and re-number below.

~~2~~ 1. No change.

~~3~~ 2. No change.

~~4~~ 3. No change.

~~5~~ 4. Delete and replace as follows:

The Certificated Salary Schedule for Teaching Staff shall be modified to reflect a four percent (4%) increase for 2016-17.

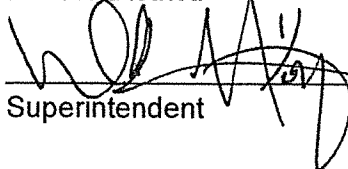
a. through e. – No change.

- f. ~~Website and Facebook Administration~~ Web-based curriculum technology support and oversight. - \$6,000.

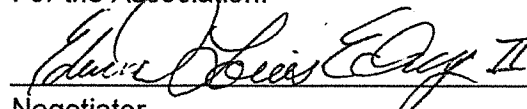
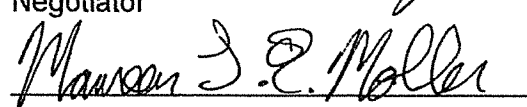
**ARTICLE XV
CERTIFICATED EMPLOYEES' BENEFITS**

1. Delete
2. For all unit members, ~~other than those described above in Section 4,~~ the District shall pay a maximum total of \$15,836. This amount is equal to the cost of single + 1 coverage under the Traditional Kaiser Plan. The employee is required to participate in all the plans listed ~~above~~ below (1-5 inclusive). To the extent that premium costs exceed the District contribution, the unit member shall pay the difference in costs on a monthly basis by way of payroll deduction. To the extent the District maximum exceeds the cost of an employee's health insurance selection, the surplus will be used to help pay for the plans listed below.
 - 1) Delta Dental
 - 2) Vision Service Plan
 - 3) CTA Group Life Insurance
 - 4) CTA Group Disability Insurance
 - 5) Medical coverage or provide proof of alternative coverage. ~~Health plan choice include: Kaiser and Health Net.~~
- a. No change.
- b. No amount of the District contribution may be taken by cash in lieu.
3. No change.
4. No change.

For the District:

 9/26/16
Superintendent

For the Association:

 9-26-16
Negotiator
 9-26-16
Negotiator

TENTATIVE AGREEMENT
Between
Sausalito Marin City School District
And
California School Employee Association, Chapter 394

DATE: October 6, 2016

ARTICLE III

EVALUATION

1. Purpose: The District and Union agree that the purpose of the employee performance evaluation is to give the employee both positive feedback and constructive criticism, and to advise the employee as to whether or not standards for the employee's job classification are being met.
2. Notice: No evaluation of any unit member shall be placed in a personnel file without the opportunity for discussion between the employee and the evaluator. The employee shall have the right to review and respond to any derogatory evaluation, and the employee's written comments shall be included in the personnel file attached to the evaluation.
 - a. A copy of the evaluation shall be given to and discussed with the employee prior to its placement in the employee's personnel file.
3. Time Frame for Evaluation:
 - a. Probationary employees shall be formally evaluated by the end of their 4th and 8th month of the probationary period. The probationary period shall be 9 calendar months of work /180 work days.
 - b. Permanent employees shall be evaluated once every year according to the following timeline:criteria.
 1. A permanent employee who has received 2 consecutive satisfactory evaluations may then be evaluated on an every other year basis.
 2. If any employee needs improvement in any category of the evaluation, he/she shall receive a follow-up evaluation after 3 working months. This evaluation will determine if the employee has met the suggestions/recommendations for improvement.
 - c. ~~If any employee needs improvement in any category of the evaluation, he/she shall receive a follow-up evaluation after 3 working months. This evaluation will determine if the employee has met the suggestions/recommendations for improvement.~~
 - d. ~~A permanent employee who has received 2 consecutive satisfactory evaluations may then be evaluated on an every other year basis.~~
4. Form: ~~The attached form shall be used for all formal evaluations.~~ Appendix F shall be used for all formal evaluations.
 - a. Any evaluation that indicates that the employee is not meeting standards in any category shall include specific recommendations for improvements and a plan to assist the employee as appropriate.
 - b. Evaluations shall be based on formal and informal observations by the site administrator of the employee's work, input from classroom teachers and/or input from other district administrators.

- c. The employee shall be rated in each of the performance factor areas with one of the following: 1) Unsatisfactory 2) Needs Improvement 3) Satisfactory 4) Exceeds Expectations
- d. The parties agree to mutually create a recognition plan to acknowledge where classified employees go above and beyond in the performance of their jobs.

~~5. Grievances regarding this article shall be limited to procedural violations.~~

- 6 5. The supervisor shall meet with the employee by the end of ~~October~~ November to review the employee's evaluation ~~form and contract language~~. If an improvement plan is included in the evaluation, a follow up
The evaluation shall be completed by the end of May to review progress towards the plan.

~~5 6. Grievances regarding this article shall be limited to procedural violations.~~

ARTICLE VI

PAY AND ALLOWANCES

The District shall increase the 2016-2017 salary schedule by 3% effective July 1, 2016.
The District shall increase the 2017-2018 salary schedule by 2% effective July 1, 2017.

The parties agree to have three reopeners for the 2018-2019 school year.

ARTICLE XII

TRANSFERS

- 1. Openings on Staff: All job openings shall be posted on appropriate bulletin boards. Existing staff shall be given preference in filling those vacancies, all other considerations being equal, and as may be permitted by law. ~~School secretaries and instructional aides shall obtain approval of the supervisor at the school where an employee has requested the transfer. Other employees requesting lateral transfer shall first obtain his/her supervisor's approval. When a supervisor denies the employee's request for transfer, the supervisor shall submit written reasons for denying the request to the employee. Lateral transfer is defined to mean a job site relocation within the employee's classification.~~ No employee shall be required to be involuntarily transferred to work at a location another other than Bayside Martin Luther King Jr. Academy, 200 Phillips Drive, Marin City.

~~In the event that two (2) or more employees are equally qualified, the employee with the greatest seniority shall fill the position. It shall be the duty of any employee on leave during the period of the posting to keep his/herself informed of vacancies.~~

Permanent employees who change classification will have a three (3) month probationary period. Evaluation of such employees will be made at the end of six (6) and twelve (12) weeks. Should an employee receive an unsatisfactory evaluation or during the evaluation period choose not to continue in the new position, he/she shall have the right to return to his/her former position if the District still maintains such a position.

ARTICLE VIII

HEALTH AND WELFARE BENEFITS

- 1. Employee and Dependent Insurance Coverage:
 - a. For all full-time unit members, the District shall pay a maximum total for health benefits of \$17,273.88 per year, \$1,439.49 per month. To the extent that premium costs exceed the District

contribution, the unit member shall pay the difference in costs on a monthly basis by way of payroll deduction.

- b. The District shall provide each classified employee with ~~a choice of Kaiser or Health Net Insurance Plans, as well as~~ and the Delta Dental Service Plan.
- c. The District shall provide the option to participate in Vision Service Plan (VSP) equivalent to that offered to the Certificated staff.
- d. ~~e.~~ An IRS 125 Plan is available to pay premium costs.
- e. ~~d.~~ No amount of the District contribution may be taken by cash in lieu.
- f. ~~e.~~ Part-time employees hired on or after July 1, 2004, who work at least .5 FTE will be entitled to a District contribution for health and welfare benefits prorated based on hours worked compared to a full-time position in that classification.
- g. ~~f.~~ ~~The parties agree that for the 2014-15 year or until a new rate plan has been agreed to, the District will pick up the additional amount above the current cap of \$849.25 per month for the Employee plus one (1) group. In addition, the~~ The parties agree to form a joint Health and Welfare Benefits committee to research plan options that would be more beneficial to the parties. ~~If the parties are unable to agree upon a new rate plan then the rates will revert back to the current contribution levels.~~

2. Benefit Plan Continuation:

The District agrees to provide all active employees in the bargaining unit payroll deduction and premium incorporation rights for all applicable benefit programs and shall remit the money along with other regular payments to benefit providers.

The District agrees to keep an annually updated list of benefit plans available to the employees.

Employees who retire from the District prior to age 65, with at least fifteen (15) years of service, will be provided with District paid health benefits. This coverage shall be at the employee-only rate. Any retired employee choosing a more costly plan will pay the difference between the plans. This coverage will be available for 24 months but will expire, regardless, when the employee reaches his or her 65th birthday. The District will notify the employee of the pending expiration at least two months prior to the final payment.

~~Employees who retire from the District prior to age 65; with at least ten (10) years of service; will be allowed to participate in District health benefits at the employee's own expense.~~

3. 125 Plan:

- a. The District and CSEA agree that the District will have a 125 Plan available for classified staff no later than October payroll.
- b. The Plan will be American Fidelity or another mutually agreed upon plan.
- c. The Plan will be a full flex plan.

Appendix F
Sausalito Marin City School District
Classified Personnel Evaluation of Performance

Name: _____
 Position: _____
 Site: _____

Probationary Rating: _____ First _____ Second
 Annual Rating Period: _____ to _____
 Follow Up Evaluation: _____ to _____

***Rating Scale for Performance Level:**

1 - Unsatisfactory 2 - Needs Improvement 3 - Satisfactory 4 - Exceeds Expectations

Performance Factor	1	2	3	4	Notes and Observations
Job Skills					
Knows and understands job requirements					
Applies job knowledge					
Learns new tasks					
Seeks clarification as needed					
Quality of Work					
Neat, accurate and thorough					
Uses time/materials effectively and efficiently					
Follows District policies and procedures					
Utilizes good safety practices					

Dependability/ Productivity					
Consistently meets deadlines					
Meets quality expectations					
Demonstrates ownership of job					
Follows through on assignments					
Self-starting, resourceful, problem-solver					
Cooperation					
Works effectively with supervisor					
Works effectively with public					
Works effectively with pupils					
Works effectively with others					
Assists others as needed					
Follows proper channels of communication					
Attendance					
Comes to work on time daily					
Conforms to assigned work/break times					

Demonstrates consistent/regular attendance					
Attitude					
Displays interest in work					
Accepts responsibility					
Seeks growth opportunities					
Promotes friendly professional demeanor					
Appearance/Hygiene					
Dresses appropriately for position					
Maintains neat and clean appearance					

- A rating of 1 or 2 requires all of the following: supporting comments, specific recommendations for improvement, and a follow-up performance evaluation report.

Signature of Evaluator

Date

Evaluator Statement attached _____

Signature of Employee

Date

Employee Statement attached _____

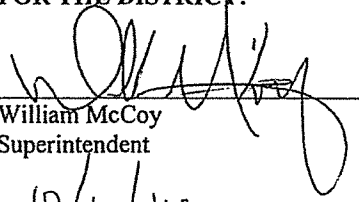
In signing this Evaluation of Performance Report, the employee acknowledges having seen and discussed the report with the evaluator but signature does not necessarily imply agreement with conclusions of the Supervisor.

ARTICLE XIX

DURATION

This Agreement shall remain in full force and effect from July 1, 2016 through June 30, 2019.

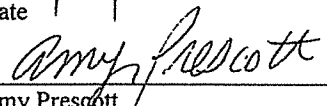
FOR THE DISTRICT:



William McCoy
Superintendent

10/16/16

Date

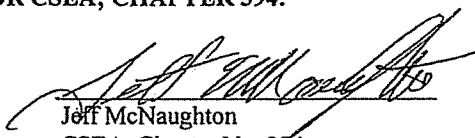


Amy Prescott
Interim Chief Business Officer

10-6-16

Date

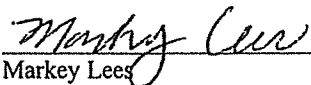
FOR CSEA; CHAPTER 394:



Jeff McNaughton
CSEA, Chapter No. 394

10-6-16

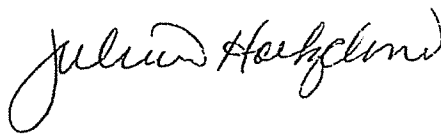
Date



Markey Lees
CSEA, Labor Relations Representative

10-6-2016

Date



Julian Herzog

SAUSALITO MARIN CITY SCHOOL DISTRICT

Budget Revision #1 Multi Year Projections (MYP) Board Meeting: 11/15/2016				2016/17 Budget Revision #1			2017/18 MYP Year 2			2018/19 MYP Year 3		
				Unrestricted	Restricted	Combined	Unrestricted	Restricted	Combined	Unrestricted	Restricted	Combined
REVENUE												
1	LCFF Sources (State Aide, EPA, & Property Taxes)	\$	6,633,864	\$	-	\$ 6,633,864	6,802,205	-	6,802,205	6,976,496	-	6,976,496
2	Charter School In-Lieu to Willow Creek Academy	\$	(2,741,894)	\$	-	\$ (2,741,894)	(2,977,085)	-	(2,977,085)	(2,991,467)	-	(2,991,467)
3	Transfer Out to Deferred Maintenance	\$	(50,000)	\$	-	\$ (50,000)	(50,000)	-	(50,000)	(50,000)	-	(50,000)
4	Basic Aid Supplemental Funding	\$	408,741	\$	-	\$ 408,741	408,741	-	408,741	408,741	-	408,741
4	Federal Revenues	\$	1,860	\$	341,169	\$ 343,029	1,860	341,169	343,029	1,860	341,169	343,029
5	State Revenues - Other	\$	53,010	\$	153,220	\$ 206,230	27,256	153,220	180,476	27,256	153,220	180,476
6	Local Revenues	\$	326,589	\$	334,195	\$ 660,784	256,589	334,195	590,784	256,589	246,762	503,351
7	TOTAL PROJECTED REVENUE	\$	4,632,171	\$	828,583	\$ 5,460,754	4,469,566	828,584	5,298,150	4,629,475	741,151	5,370,626
EXPENSES												
8	Certificated Salaries	\$	1,074,419	\$	500,753	\$ 1,575,172	1,178,811	471,962	1,650,773	1,206,835	473,886	1,680,721
	Certificated Increase 4% + Increase in H & W Cap	\$	130,509	\$	-	\$ 130,509	131,994	-	131,994	133,521	-	133,521
	Classified Increase 3%/2% No Increase in H & W	\$	18,068	\$	-	\$ 18,068	28,421	-	28,421	28,848	-	28,848
9	Classified Salaries	\$	514,821	\$	394,390	\$ 909,211	497,543	425,239	922,782	505,381	430,696	936,077
10	Employee Benefits	\$	584,465	\$	303,141	\$ 887,606	634,975	320,573	955,548	681,405	341,919	1,023,324
11	Books and Supplies	\$	85,613	\$	29,796	\$ 115,409	79,981	26,325	106,305	81,432	21,975	103,407
12	Services, Other Operating Expenses	\$	1,112,004	\$	513,331	\$ 1,625,335	684,612	481,843	1,166,455	712,360	420,825	1,133,186
13	Capital Outlay	\$	-	\$	-	\$ -	-	-	-	-	-	-
14	Other Outgo	\$	33,125	\$	437,130	\$ 470,255	33,125	446,158	479,283	33,125	455,672	488,797
15	Direct Support/Indirect Costs	\$	21,585	\$	-	\$ 21,585	21,585	-	21,585	21,585	-	21,585
16	Indirect Costs	\$	(20,598)	\$	20,598	\$ -	(20,598)	20,598	-	(17,494)	17,494	-
	TOTAL EXPENDITURES	\$	3,554,011	\$	2,199,138	\$ 5,753,150	3,270,449	2,192,698	5,463,147	3,386,998	2,162,468	5,549,466
17	REVENUE LESS EXPENSES	\$	1,078,160	\$	(1,370,555)	\$ (292,397)	1,199,117	(1,364,115)	(164,998)	1,242,476	(1,421,318)	(178,841)
OTHER FINANCING SOURCES												
18	Contributions to Restricted Programs	\$	(1,366,002)	\$	1,366,002	\$ -	(1,364,179)	1,364,179	-	(1,422,317)	1,422,317	-
	Transfers Out to Other Funds	\$	(300,565)	\$	-	\$ (300,565)	(300,565)	-	(300,565)	(300,565)	-	(300,565)
	TOTAL OTHER SOURCES/USES	\$	(1,666,567)	\$	1,366,002	\$ (300,565)	(1,664,744)	1,364,179	(300,565)	(1,722,882)	1,422,317	(300,565)
	NET INCREASE/DECREASE	\$	(588,407)	\$	(4,553)	\$ (592,962)	(465,627)	64	(465,563)	(480,406)	1,000	(479,406)
FUND BALANCE, RESERVES												
20	Beginning Fund Balance	\$	1,659,577	\$	231,369	\$ 1,890,945	1,071,169	226,816	1,297,985	605,542	226,880	832,422
21	Audit Adjustments	\$	-	\$	-	\$ -	-	-	-	-	-	-
	TOTAL BEGINNING FUND BALANCE	\$	1,659,577	\$	231,369	\$ 1,890,945	1,071,169	226,816	1,297,985	605,542	226,880	832,422
22	TOTAL ENDING FUND BALANCE	\$	1,071,169	\$	226,816	\$ 1,297,985	605,542	226,880	832,422	125,136	227,880	353,016
COMPONENTS OF FUND BALANCE												
24	Restricted	\$	-	\$	226,816	\$ 226,816	0	226,880	226,880	0	227,880	227,880
25	Resolving Cabs	\$	-	\$	-	\$ -	-	-	-	-	-	-
26	STRS On-Behalf Reserve	\$	-	\$	-	\$ -	-	-	-	-	-	-
27	Reserve for Economic Uncertainty - 5%	\$	299,395	\$	-	\$ 299,395	288,186	-	288,186	292,502	-	292,502
28	Fund 01 Unassigned Amount	\$	771,775	\$	-	\$ 771,775	\$ 317,356	\$ -	\$ 317,356	\$ (167,365)	\$ -	\$ (167,365)
29	Fund 17 Unassigned Amount	\$	-	\$	-	\$ -	\$ -	\$ -	\$ -	\$ 173,000	\$ -	\$ 173,000
	TOTAL UNDESIGNATED/UNASSIGNED AMOUNT	\$	771,775	\$	-	\$ 771,775	\$ 317,356	\$ -	\$ 317,356	\$ 5,635	\$ -	\$ 5,635

Unassigned Reserve Percent 12.75%

5.51%

0.10%

Sausalito Marin City School District

Payment of Warrants

11/15, 2016

Attached warrants include:

Batch 15 Fund 01 in the amount of \$107,046.83

Batch 15 Fund 13 in the amount of \$1,483.67

Batch 16 Fund 01 in the amount of \$32,654.58

Batch 16 Fund 13 in the amount of \$1,934.88

Batch 16 Fund 78 in the amount of \$31,828.00

Batch 17 Fund 01 in the amount of \$159,140.07

Batch 17 Fund 13 in the amount of \$4,371.18

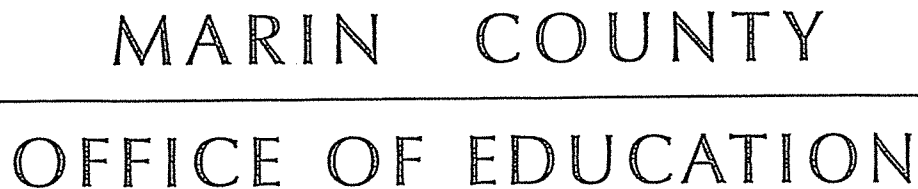
Batch 17 Fund 14 in the amount of \$1,096.95

Batch 18 Fund 01 in the amount of \$19,786.67

Batch 18 Fund 13 in the amount of \$863.95

Prepared by Vida Moattar

Sausalito Marin City School District Business Office



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

VENDOR PAYMENT CERTIFICATION

Date 10/11/16

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 \$ 108,530.00.

FUND NUMBER

BATCH NUMBER

AMOUNT

01

15

107.046.83

13

15

1483,67

Authorized Signature

Amy Prescott

DISTRICT: 047 SAUSALITO SCHOOL DISTRICT
BATCH: 0015 GENERAL FUND
FUND : 01 GENERAL FUND

WARRANT	VENDOR/ADDR REQ#	NAME (REMIT) REFERENCE LN	FD	RESC	Y	OBJT	SO	GOAL	FUNC	LOC	ACT	GRP	ABA NUM	ACCOUNT NUM DESCRIPTION	AMOUNT
20141646	002550/	ASSOCIATED VALUATION SERVICES													
		PO-170020	1.	01-0000-0-5849.00-0000-7200-700-000-000									5357		281.34
		WARRANT TOTAL													\$281.34
20141647	070358/	AT&T													
		PO-170003	1.	01-0000-0-5970.00-0000-7200-700-000-000									9/16		97.99
		WARRANT TOTAL													\$97.99
20141648	070329/	AT&T CALNET 2													
		PO-170001	1.	01-0000-0-5970.00-0000-2700-700-000-000									9/16		426.09
		WARRANT TOTAL													\$426.09
20141649	070513/	BOYS AND GIRLS CLUB													
		PO-170019	1.	01-0000-0-5840.00-1110-1010-700-000-601									16267		7,965.00
		WARRANT TOTAL													\$7,965.00
20141650	001811/	STATE OF CALIFORNIA													
		PV-170147		01-0000-0-5821.00-0000-7200-725-000-000									191117		64.00
		WARRANT TOTAL													\$64.00
20141651	070983/	CAMPUS AGENDAS													
		PO-170086	1.	01-1100-0-4300.00-1110-1010-100-000-000									1242086		109.00
			2.	01-1100-0-4300.00-1110-1010-101-000-000									1242086		108.58
		WARRANT TOTAL													\$217.58
20141652	070722/	CYPRESS SCHOOL													
		PO-170078	1.	01-6500-0-5833.00-5750-1185-700-000-000									93516		5,331.00
		WARRANT TOTAL													\$5,331.00
20141653	070667/	JULIANNE EDMONDSON													
		PV-170153		01-6500-0-4300.00-5770-1110-700-000-000									Sp Ed Books		37.82
		WARRANT TOTAL													\$37.82
20141654	070721/	FAGEN FRIEDMAN FULFROST													
		PO-170109	1.	01-0000-0-5829.00-0000-7100-000-000-000									490111-1-8		47,539.50
		WARRANT TOTAL													\$47,539.50

DISTRICT: 047 SAUSALITO SCHOOL DISTRICT
BATCH: 0015 GENERAL FUND
FUND : 01 GENERAL FUND

WARRANT	VENDOR/ADDR REQ#	NAME (REMIT) REFERENCE LN	FD	RESC	Y	OBJT	SO	GOAL	FUNC	LOC	ACT	GRP	ABA NUM	ACCOUNT NUM DESCRIPTION	AMOUNT
20141655	070263/	FEDEX													
		PV-170149		01-0000-0-5960.00-0000-2700-700-000-000									5-564-60252		16.00
				WARRANT TOTAL											\$16.00
20141656	002270/	FISHMAN SUPPLY CO.													
		PO-170009	1.	01-0000-0-4300.00-0000-8211-735-000-000									1052090, 1052534		383.19
				WARRANT TOTAL											\$383.19
20141657	000701/	HYDREX PEST CONTROL													
		PO-170014	1.	01-0000-0-5525.00-0000-8200-000-000-000									100171		65.00
				WARRANT TOTAL											\$65.00
20141658	002345/	KONE INC.													
		PO-170006	1.	01-8150-0-5600.00-0000-8110-735-000-000									10/16		127.42
				WARRANT TOTAL											\$127.42
20141659	000047/	MARIN MUNICIPAL WATER DST													
		PO-170010	2.	01-0000-0-5535.00-0000-8200-000-000-000									8-10/16 BMLK		953.10
			1.	01-0000-0-5535.00-0000-8200-000-000-103									8-10/16 WCA		4,290.80
				WARRANT TOTAL											\$5,243.90
20141660	001019/	MARIN PUPIL TRANS. AGENCY													
		PV-170152		01-9002-0-7143.00-5001-9200-700-000-000									17-33		26,636.00
				WARRANT TOTAL											\$26,636.00
20141661	070470/	MARIN RESOURCE RECOVERY CENTER													
		PO-170007	1.	01-0000-0-5550.00-0000-8200-000-000-000									9/16		5.00
				WARRANT TOTAL											\$5.00
20141662	070326/	MARIN SANITARY SERVICE													
		PO-170022	1.	01-0000-0-5550.00-0000-8200-000-000-000									9/16		1,000.00
				WARRANT TOTAL											\$1,000.00
20141663	070978/	WILLIAM MCCOY													
		PV-170150		01-0000-0-5210.00-0000-7150-725-000-000									Conference - Washington DC		628.75
				WARRANT TOTAL											\$628.75

DISTRICT: 047 SAUSALITO SCHOOL DISTRICT

BATCH: 0015 GENERAL FUND

FUND : 01 GENERAL FUND

WARRANT	VENDOR/ADDR REQ#	NAME (REMIT) REFERENCE LN	FD	RESC	Y	OBJT	SO	GOAL	FUNC	LOC	ACT	GRP	ABA NUM	ACCOUNT NUM DESCRIPTION	AMOUNT
20141664	000899/	MICHAEL'S TRANSPORTATION SERV													
		PO-170099	1.	01-9473-0-4300.00-1110-1010-100-000-000									93888		1,322.08
		WARRANT TOTAL													\$1,322.08
20141665	070901/	PAMELA NIETO													
		PV-170151		01-6500-0-4300.00-5770-1110-700-000-000										Art supplies-Counseling	53.83
		WARRANT TOTAL													\$53.83
20141666	070979/	RHYTHM & MOVES													
		PO-170088	1.	01-0000-0-5840.00-1110-1010-700-000-239									16387		2,819.52
		WARRANT TOTAL													\$2,819.52
20141667	070662/	TREE PROS													
		PV-170148		01-8150-0-5600.00-0000-8110-103-000-000										Tree removal-WCA	975.00
				01-8150-6-5600.00-0000-8110-103-000-000										Tree removal-WCA	3,570.00
		WARRANT TOTAL													\$4,545.00
20141668	070525/	US BANCORP EQUIP. FINANCE INC													
		PO-170012	1.	01-0000-0-5605.00-0000-2700-700-000-000									10/16		890.40
		WARRANT TOTAL													\$890.40
20141669	070759/	VERIZON WIRELESS													
		PO-170097	1.	01-0000-0-4300.00-0000-7150-725-000-000									9000067308		1,350.42
		WARRANT TOTAL													\$1,350.42
*** FUND	TOTALS ***														
		TOTAL NUMBER OF CHECKS:													\$107,046.83*
		TOTAL ACH GENERATED:													\$.00*
		TOTAL EFT GENERATED:													\$.00*
		TOTAL PAYMENTS:													\$107,046.83*

DISTRICT: 047 SAUSALITO SCHOOL DISTRICT

COMMERCIAL WARRANT REGISTER

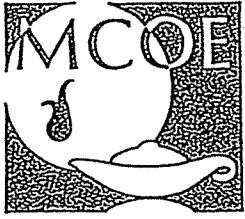
FOR WARRANTS DATED 10/14/2016

BATCH: 0015 GENERAL FUND

FUND : 13 CAFETERIA FUND

WARRANT	VENDOR/ADDR	NAME (REMIT)	DEPOSIT TYPE	ABA NUM	ACCOUNT NUM	AMOUNT
REQ#	REFERENCE	LN	FD RESC Y OBJT SO GOAL FUNC LOC ACT GRP	DESCRIPTION		
20141670	070970/	STEMPLE CREEK RANCH INC				
	PV-170155	13-5310-0-4700.00-0000-3700-700-000-000		4122		173.50
		WARRANT TOTAL				\$173.50
20141671	070816/	UNFI				
	PV-170154	13-5310-0-4700.00-0000-3700-700-000-000		19647413-4		1,076.67
		WARRANT TOTAL				\$1,076.67
20141672	070799/	VERITABLE VEGETABLE INC.				
	PV-170156	13-5310-0-4700.00-0000-3700-700-000-000		1099991		233.50
		WARRANT TOTAL				\$233.50
*** FUND	TOTALS ***		TOTAL NUMBER OF CHECKS:	3	TOTAL AMOUNT OF CHECKS:	\$1,483.67*
			TOTAL ACH GENERATED:	0	TOTAL AMOUNT OF ACH:	\$.00*
			TOTAL EFT GENERATED:	0	TOTAL AMOUNT OF EFT:	\$.00*
			TOTAL PAYMENTS:	3	TOTAL AMOUNT:	\$1,483.67*
*** BATCH	TOTALS ***		TOTAL NUMBER OF CHECKS:	27	TOTAL AMOUNT OF CHECKS:	\$108,530.50*
			TOTAL ACH GENERATED:	0	TOTAL AMOUNT OF ACH:	\$.00*
			TOTAL EFT GENERATED:	0	TOTAL AMOUNT OF EFT:	\$.00*
			TOTAL PAYMENTS:	27	TOTAL AMOUNT:	\$108,530.50*
*** DISTRICT	TOTALS ***		TOTAL NUMBER OF CHECKS:	27	TOTAL AMOUNT OF CHECKS:	\$108,530.50*
			TOTAL ACH GENERATED:	0	TOTAL AMOUNT OF ACH:	\$.00*
			TOTAL EFT GENERATED:	0	TOTAL AMOUNT OF EFT:	\$.00*
			TOTAL PAYMENTS:	27	TOTAL AMOUNT:	\$108,530.50*

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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 10/20/16

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 \$ 66,417.46.

<u>FUND NUMBER</u>	<u>BATCH NUMBER</u>	<u>AMOUNT</u>
<u>01</u>	<u>16</u>	<u>32,654.58</u>
<u>13</u>	<u>16</u>	<u>1934.88</u>
<u>78</u>	<u>16</u>	<u>31,828.00</u>
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Authorized Signature

Amy Prescott

DISTRICT: 047 SAUSALITO SCHOOL DISTRICT
BATCH: 0016 GENERAL FUND
FUND : 01 GENERAL FUND

WARRANT	VENDOR/ADDR REQ#	NAME (REMIT) REFERENCE LN	DEPOSIT TYPE FD RESC Y OBJT SO GOAL FUNC LOC ACT GRP	ABA NUM	ACCOUNT NUM DESCRIPTION	AMOUNT
20142603	070308/	CDW-G				
		PO-170110	1. 01-6500-0-4300.00-5770-1110-700-000-000		FQB1137	1,117.70
			WARRANT TOTAL			\$1,117.70
20142604	001649/	CITY OF SAUSALITO				
		PV-170160	01-0000-0-5540.00-0000-8200-735-000-000		Sewer charges	8,680.82
			WARRANT TOTAL			\$8,680.82
20142605	002711/	CSBA C/O WESTAMERICA BANK				
		PV-170162	01-0000-0-5210.00-0000-7150-725-000-000		Conf. Reg. McCoy	510.00
		PV-170175	01-0000-0-5210.00-0000-7150-725-000-000		Conf. Registration Barrow	510.00
			WARRANT TOTAL			\$1,020.00
20142606	002547/	DISCOVERY OFFICE SYSTEMS				
		PO-170011	1. 01-0000-0-5605.00-1110-1010-100-000-000		9/16	68.40
			WARRANT TOTAL			\$68.40
20142607	070984/	ESGI				
		PO-170105	1. 01-1100-0-4300.00-1110-1010-100-000-000		14791	184.00
			WARRANT TOTAL			\$184.00
20142608	001794/	LOUIE'S DELI				
		PV-170165	01-0000-0-4300.00-1110-1010-101-000-000		Prof. Devlp. Day Food	448.00
			WARRANT TOTAL			\$448.00
20142609	000045/	MARIN COUNTY OFFICE OF EDUC				
		PV-170158	01-0000-0-6400.00-0000-8200-700-000-000		170242 MERA	6,129.00
			WARRANT TOTAL			\$6,129.00
20142610	070218/	COUNTY OF MARIN				
		PV-170161	01-0000-0-5300.00-0000-7110-725-000-000		14232	877.00
			WARRANT TOTAL			\$877.00
20142611	070868/	EMILY MATTO				
		PV-170166	01-0000-0-4300.00-1110-1010-100-000-000		Classroom supplies	61.90
			WARRANT TOTAL			\$61.90

DISTRICT: 047 SAUSALITO SCHOOL DISTRICT
BATCH: 0016 GENERAL FUND
FUND : 01 GENERAL FUND

WARRANT	VENDOR/ADDR REQ#	NAME (REMIT) REFERENCE LN	DEPOSIT TYPE FD RESC Y OBJT SO GOAL FUNC LOC ACT GRP	ABA NUM	ACCOUNT NUM DESCRIPTION	AMOUNT
20142612	000548/	MOLLIE STONE'S				
		PV-170168	01-0000-0-4300.00-0000-7150-725-000-000		110923,111024, 111472	119.37
			WARRANT TOTAL			\$119.37
20142613	070901/	PAMELA NIETO				
		PV-170167	01-6500-0-4300.00-5770-1110-700-000-000		Assessment kits	2,546.66
			WARRANT TOTAL			\$2,546.66
20142614	000016/	OFFICE DEPOT				
		PO-170104	1. 01-0000-0-4300.00-0000-7200-725-000-000		869448950001	82.98
			WARRANT TOTAL			\$82.98
20142615	000990/	QUILL CORP.				
		PO-170107	1. 01-0000-0-4300.00-1110-1010-100-000-000		School supplies	911.12
			WARRANT TOTAL			\$911.12
20142616	070843/	ALAN ROTHKOP				
		PV-170164	01-8150-0-4300.00-0000-8100-735-000-000		Keys for BMLK	90.68
			WARRANT TOTAL			\$90.68
20142617	070406/	SILYCO				
		PO-170016	1. 01-0000-0-5849.00-0000-2420-700-000-000		9/16	9,600.00
			WARRANT TOTAL			\$9,600.00
20142618	001244/	YOUTH IN ARTS				
		PV-170159	01-0000-0-4300.00-1110-1010-100-000-000		Art supplies	716.95
			WARRANT TOTAL			\$716.95
*** FUND	TOTALS ***		TOTAL NUMBER OF CHECKS:	16	TOTAL AMOUNT OF CHECKS:	\$32,654.58*
			TOTAL ACH GENERATED:	0	TOTAL AMOUNT OF ACH:	\$.00*
			TOTAL EFT GENERATED:	0	TOTAL AMOUNT OF EFT:	\$.00*
			TOTAL PAYMENTS:	16	TOTAL AMOUNT:	\$32,654.58*

DISTRICT: 047 SAUSALITO SCHOOL DISTRICT
BATCH: 0016 GENERAL FUND
FUND : 13 CAFETERIA FUND

WARRANT	VENDOR/ADDR REQ#	NAME (REMIT) REFERENCE LN	DEPOSIT TYPE FD RESC Y OBJT SO GOAL FUNC LOC ACT GRP	ABA NUM	ACCOUNT NUM DESCRIPTION	AMOUNT
20142619	070923/	CAPAY INC				
		PV-170172	13-5310-0-4700.00-0000-3700-700-000-000	74427		60.00
			WARRANT TOTAL			\$60.00
20142620	070841/	ECOLAB				
		PV-170171	13-5310-0-5840.00-0000-3700-101-000-000	3373956		136.25
			WARRANT TOTAL			\$136.25
20142621	070801/	HEARTLAND SCHOOL SOLUTIONS				
		PV-170163	13-5310-0-4700.00-0000-3700-700-000-000	6740 Menu Planning License		722.00
			WARRANT TOTAL			\$722.00
20142622	070794/	NANA MAE'S ORGANIC				
		PV-170174	13-5310-0-4700.00-0000-3700-700-000-000	722648		60.00
			WARRANT TOTAL			\$60.00
20142623	070973/	ROCK ISLAND REFRIGERATED				
		PV-170170	13-5310-0-4700.00-0000-3700-700-000-000	963981		220.57
			WARRANT TOTAL			\$220.57
20142624	070816/	UNFI				
		PV-170169	13-5310-0-4700.00-0000-3700-700-000-000	19657646-003		513.06
			WARRANT TOTAL			\$513.06
20142625	070799/	VERITABLE VEGETABLE INC.				
		PV-170173	13-5310-0-4700.00-0000-3700-700-000-000	1101523		223.00
			WARRANT TOTAL			\$223.00
*** FUND	TOTALS ***		TOTAL NUMBER OF CHECKS:	7	TOTAL AMOUNT OF CHECKS:	\$1,934.88*
			TOTAL ACH GENERATED:	0	TOTAL AMOUNT OF ACH:	\$.00*
			TOTAL EFT GENERATED:	0	TOTAL AMOUNT OF EFT:	\$.00*
			TOTAL PAYMENTS:	7	TOTAL AMOUNT:	\$1,934.88*

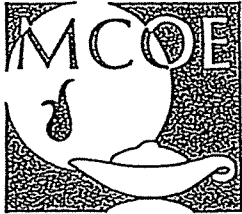
DISTRICT: 047 SAUSALITO SCHOOL DISTRICT

BATCH: 0016 GENERAL FUND

FUND : 78 PASS-THROUGH ~ REVENUES

WARRANT	VENDOR/ADDR	NAME (REMIT)	DEPOSIT TYPE	ABA NUM	ACCOUNT NUM	AMOUNT								
REQ#	REFERENCE	LN	FD	RESC	Y	OBJT	SO	GOAL	FUNC	LOC	ACT	GRP	DESCRIPTION	AMOUNT
20142626	002172/	WILLOW CREEK ACADEMY												
		PV-170157					78-0000-0-9620.00-0000-0000-000-000						Balance of 7&8/16 A bulletins	31,828.00
													WARRANT TOTAL	\$31,828.00
*** FUND	TOTALS ***													
													TOTAL NUMBER OF CHECKS:	1
													TOTAL AMOUNT OF CHECKS:	\$31,828.00*
													TOTAL ACH GENERATED:	0
													TOTAL AMOUNT OF ACH:	\$.00*
													TOTAL EFT GENERATED:	0
													TOTAL AMOUNT OF EFT:	\$.00*
													TOTAL PAYMENTS:	1
													TOTAL AMOUNT:	\$31,828.00*
***	BATCH TOTALS ***													
													TOTAL NUMBER OF CHECKS:	24
													TOTAL AMOUNT OF CHECKS:	\$66,417.46*
													TOTAL ACH GENERATED:	0
													TOTAL AMOUNT OF ACH:	\$.00*
													TOTAL EFT GENERATED:	0
													TOTAL AMOUNT OF EFT:	\$.00*
													TOTAL PAYMENTS:	24
													TOTAL AMOUNT:	\$66,417.46*
***	DISTRICT TOTALS ***													
													TOTAL NUMBER OF CHECKS:	24
													TOTAL AMOUNT OF CHECKS:	\$66,417.46*
													TOTAL ACH GENERATED:	0
													TOTAL AMOUNT OF ACH:	\$.00*
													TOTAL EFT GENERATED:	0
													TOTAL AMOUNT OF EFT:	\$.00*
													TOTAL PAYMENTS:	24
													TOTAL AMOUNT:	\$66,417.46*

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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 10/26/16

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 \$ 164,608.20.

<u>FUND NUMBER</u>	<u>BATCH NUMBER</u>	<u>AMOUNT</u>
<u>01</u>	<u>17</u>	<u>159,140.07</u>
<u>13</u>	<u>17</u>	<u>4,371.18</u>
<u>14</u>	<u>17</u>	<u>1,096.95</u>
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Authorized Signature *Amy Prescott*

DISTRICT: 047 SAUSALITO SCHOOL DISTRICT

BATCH: 0017 GENERAL FUND

FUND : 01 GENERAL FUND

WARRANT	VENDOR/ADDR REQ#	NAME (REMIT) REFERENCE LN	DEPOSIT TYPE FD RESC Y OBJT SO GOAL FUNC LOC ACT GRP	ABA NUM	ACCOUNT NUM DESCRIPTION	AMOUNT
20143375	070948/	A SIMPLE TRANSLATION				
		PV-170183	01-0000-0-5849.00-0000-7200-700-000-000	1873-4	LCAP translation	238.98
			01-6500-0-5849.00-5770-1110-700-000-000	1873-4	LCAP translation	143.78
			WARRANT TOTAL			\$382.76
20143376	000644/	ABLE FENCE COMPANY				
		PV-170182	01-8150-0-5840.00-0000-8111-104-000-000		Fencing at BMLK	5,965.00
			WARRANT TOTAL			\$5,965.00
20143377	070374/	ANOVA INC.				
		PO-170075	1. 01-6500-0-5833.00-5750-1185-700-000-000	610321		5,061.00
			WARRANT TOTAL			\$5,061.00
20143378	000192/	AT&T				
		PO-170002	1. 01-0000-0-5970.00-0000-2700-000-000-000	10/16		4,405.90
			WARRANT TOTAL			\$4,405.90
20143379	070329/	AT&T CALNET 2				
		PO-170001	1. 01-0000-0-5970.00-0000-2700-700-000-000	10/16		1,852.27
			WARRANT TOTAL			\$1,852.27
20143380	070513/	BOYS AND GIRLS CLUB				
		PO-170019	1. 01-0000-0-5840.00-1110-1010-700-000-601	15490		4,320.00
			2. 01-6010-0-5840.00-1110-1010-101-000-000	15490		3,645.00
			WARRANT TOTAL			\$7,965.00
20143381	070989/	ENVIRONMENTAL DISCOVERY CENTER				
		PV-170178	01-9473-0-5819.00-1110-1010-104-000-000	1/31/17 presentation @ BMLK		230.00
			WARRANT TOTAL			\$230.00
20143382	070721/	FAGEN FRIEDMAN FULFROST				
		PO-170109	1. 01-0000-0-5829.00-0000-7100-000-000-000	49081-1/6		27,460.50
		PV-170176	01-0000-0-5829.00-0000-7100-000-000-000	49081-1/6		39,304.08
			WARRANT TOTAL			\$66,764.58
20143383	070876/	GATEWAY LEARNING GROUP				
		PO-170103	1. 01-6500-0-5835.00-5770-1182-700-000-000	17192		135.00

DISTRICT: 047 SAUSALITO SCHOOL DISTRICT

COMMERCIAL WARRANT REGISTER

FOR WARRANTS DATED 10/28/2016

BATCH: 0017 GENERAL FUND

FUND : 01 GENERAL FUND

WARRANT	VENDOR/ADDR	NAME (REMIT)	DEPOSIT TYPE	ABA NUM	ACCOUNT NUM	AMOUNT
REQ#	REFERENCE	LN	FD RESC Y OBJT SO GOAL FUNC LOC ACT GRP	DESCRIPTION		
WARRANT TOTAL						\$135.00
20143384	070951/	CHAPPELLE GRIFFIN				
	PV-170185	01-0000-0-4300.00-1110-1010-101-000-000		Staff Development Day Food		52.83
		WARRANT TOTAL				\$52.83
20143385	000039/	KAISER FOUNDATION				
	PV-170186	01-0000-0-9526.00-0000-0000-000-000-000		578-0002		12,289.18
		01-0000-0-9526.00-0000-0000-000-000-000		16734-0001		10,241.58
		WARRANT TOTAL				\$22,530.76
20143386	000015/	MSIA DENTAL				
	PV-170187	01-0000-0-9528.00-0000-0000-000-000-000		11/16		2,735.13
		WARRANT TOTAL				\$2,735.13
20143387	000117/	MSIA VISION				
	PV-170188	01-0000-0-9529.00-0000-0000-000-000-000		11/16		405.84
		WARRANT TOTAL				\$405.84
20143388	070901/	PAMELA NIETO				
	PV-170179	01-6500-0-4300.00-5770-1110-700-000-000		3 training conferences		950.07
		WARRANT TOTAL				\$950.07
20143389	000058/	P G & E CO				
	PO-170000	2. 01-0000-0-5510.00-0000-8200-000-000-000		10/16		3,533.73
		1. 01-0000-0-5510.00-0000-8200-000-000-103		10/16		3,348.14
		WARRANT TOTAL				\$6,881.87
20143390	000065/	SAUSALITO-MARIN CITY SANITARY				
	PO-170018	1. 01-0000-0-5540.00-0000-8200-000-000-000		SAUS 1617-I		8,000.40
		2. 01-0000-0-5540.00-0000-8200-000-000-103		SAUS 1617-I		17,926.16
		WARRANT TOTAL				\$25,926.56
20143391	001513/	SCHOOL SERVICES OF CALIFORNIA				
	PO-170098	1. 01-0000-0-5840.00-0000-7200-000-000-111		108214 Charter Consult		4,805.85
		WARRANT TOTAL				\$4,805.85

DISTRICT: 047 SAUSALITO SCHOOL DISTRICT

BATCH: 0017 GENERAL FUND

FUND : 01 GENERAL FUND

WARRANT	VENDOR/ADDR REQ#	NAME (REMIT) REFERENCE LN	FD	RESC	Y	OBJT	SO	GOAL	FUNC	LOC	ACT	GRP	ABA NUM	ACCOUNT NUM DESCRIPTION	AMOUNT
20143392	001206/	SHELL OIL CO.													
		PV-170180				01-0000-0-4301.00-0000-8110-735-000-000							9/16		263.07
						WARRANT TOTAL									\$263.07
20143393	070662/	TREE PROS													
		PV-170177				01-8150-6-5600.00-0000-8110-103-000-000								Tree removal at WCA 3/16	1,460.00
						WARRANT TOTAL									\$1,460.00
20143394	070792/	TURNING GREEN													
		PV-170189				01-1100-0-4300.00-1110-1010-104-000-000								8-9/16 Cafeteria Expenses	36.98
						01-1100-0-4319.00-1110-1010-104-000-000								8-9/16 Cafeteria Expenses	329.60
						WARRANT TOTAL									\$366.58
*** FUND	TOTALS ***					TOTAL NUMBER OF CHECKS:			20				TOTAL AMOUNT OF CHECKS:		\$159,140.07*
						TOTAL ACH GENERATED:			0				TOTAL AMOUNT OF ACH:		\$.00*
						TOTAL EFT GENERATED:			0				TOTAL AMOUNT OF EFT:		\$.00*
						TOTAL PAYMENTS:			20				TOTAL AMOUNT:		\$159,140.07*

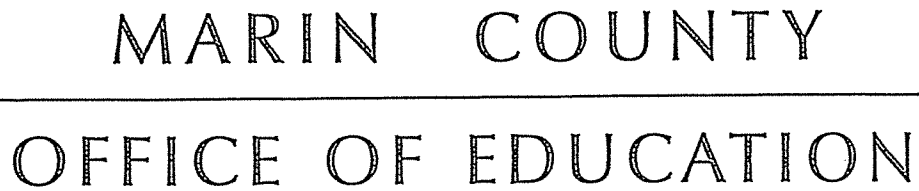
DISTRICT: 047 SAUSALITO SCHOOL DISTRICT
BATCH: 0017 GENERAL FUND
FUND : 13 CAFETERIA FUND

WARRANT	VENDOR/ADDR	NAME (REMIT)	DEPOSIT TYPE	ABA NUM	ACCOUNT NUM	
REQ#	REFERENCE	LN	FD RESC Y OBJT SO GOAL FUNC LOC ACT GRP	DESCRIPTION	AMOUNT	
20143395	070923/	CAPAY INC				
		PV-170191	13-5310-0-4700.00-0000-3700-700-000-000	74703		68.00
			WARRANT TOTAL			\$68.00
20143396	070841/	ECOLAB				
		PV-170194	13-5310-0-5840.00-0000-3700-101-000-000	3458226		104.65
			WARRANT TOTAL			\$104.65
20143397	070827/	MARIN SUN FARMS				
		PV-170192	13-5310-0-4700.00-0000-3700-700-000-000	411179		148.75
			WARRANT TOTAL			\$148.75
20143398	070792/	TURNING GREEN				
		PV-170189	13-5310-0-4300.00-0000-3700-700-000-000	8-9/16 Cafeteria Expenses		539.18
			13-5310-0-4700.00-0000-3700-700-000-000	8-9/16 Cafeteria Expenses		757.89
			13-5310-0-5849.00-0000-3700-700-000-000	8-9/16 Cafeteria Expenses		1,882.50
			WARRANT TOTAL			\$3,179.57
20143399	070816/	UNFI				
		PV-170190	13-5310-0-4700.00-0000-3700-700-000-000	19668433-003		649.21
			WARRANT TOTAL			\$649.21
20143400	070799/	VERITABLE VEGETABLE INC.				
		PV-170193	13-5310-0-4700.00-0000-3700-700-000-000	1103035		221.00
			WARRANT TOTAL			\$221.00
*** FUND	TOTALS ***		TOTAL NUMBER OF CHECKS:	6	TOTAL AMOUNT OF CHECKS:	\$4,371.18*
			TOTAL ACH GENERATED:	0	TOTAL AMOUNT OF ACH:	\$.00*
			TOTAL EFT GENERATED:	0	TOTAL AMOUNT OF EFT:	\$.00*
			TOTAL PAYMENTS:	6	TOTAL AMOUNT:	\$4,371.18*

DISTRICT: 047 SAUSALITO SCHOOL DISTRICT
 BATCH: 0017 GENERAL FUND
 FUND : 14 DEFERRED MAINTENANCE FUND

WARRANT	VENDOR/ADDR	NAME (REMIT)	DEPOSIT TYPE	ABA NUM	ACCOUNT NUM	AMOUNT
	REQ#	REFERENCE LN	FD RESC Y OBJT SO GOAL FUNC LOC ACT GRP		DESCRIPTION	
20143401	001803/	DOTTO GLASS INC.				
		PV-170184	14-0000-0-5600.00-0000-8110-103-000-000		Replace glass @ WCA	581.00
			WARRANT TOTAL			\$581.00
20143402	070516/	VIDAL VERDUZCO				
		PV-170181	14-0000-0-5600.00-0000-8110-104-000-000		Water line leak repair	515.95
			WARRANT TOTAL			\$515.95
*** FUND	TOTALS ***		TOTAL NUMBER OF CHECKS:	2	TOTAL AMOUNT OF CHECKS:	\$1,096.95*
			TOTAL ACH GENERATED:	0	TOTAL AMOUNT OF ACH:	\$.00*
			TOTAL EFT GENERATED:	0	TOTAL AMOUNT OF EFT:	\$.00*
			TOTAL PAYMENTS:	2	TOTAL AMOUNT:	\$1,096.95*
*** BATCH TOTALS ***			TOTAL NUMBER OF CHECKS:	28	TOTAL AMOUNT OF CHECKS:	\$164,608.20*
			TOTAL ACH GENERATED:	0	TOTAL AMOUNT OF ACH:	\$.00*
			TOTAL EFT GENERATED:	0	TOTAL AMOUNT OF EFT:	\$.00*
			TOTAL PAYMENTS:	28	TOTAL AMOUNT:	\$164,608.20*
*** DISTRICT TOTALS ***			TOTAL NUMBER OF CHECKS:	28	TOTAL AMOUNT OF CHECKS:	\$164,608.20*
			TOTAL ACH GENERATED:	0	TOTAL AMOUNT OF ACH:	\$.00*
			TOTAL EFT GENERATED:	0	TOTAL AMOUNT OF EFT:	\$.00*
			TOTAL PAYMENTS:	28	TOTAL AMOUNT:	\$164,608.20*

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

DISTRICT: 047 SAUSALITO SCHOOL DISTRICT

BATCH: 0018 GENERAL FUND

FUND : 01 GENERAL FUND

WARRANT	VENDOR/ADDR	NAME (REMIT)	DEPOSIT TYPE										ABA NUM	ACCOUNT NUM	AMOUNT
	REQ#	REFERENCE LN	FD	RESC	Y	OBJT	SO	GOAL	FUNC	LOC	ACT	GRP	DESCRIPTION		
20144099	000609/	AMERICAN EXPRESS													
		PV-170203		01	-0000-0-4300.00-1110-1010-104-000-000								Headphones for student	41.48	
				01	-0000-0-5210.00-0000-7110-725-000-000								CSBA reg. for Ida Green	510.00	
				01	-8150-0-4300.00-0000-8100-735-000-000								2 Way Radio,plumbing parts	646.40	
				WARRANT TOTAL										\$1,197.88	
20144100	000006/	BAY CITIES REFUSE INC													
		PO-170004	1.	01	-0000-0-5550.00-0000-8200-000-000-103								10/16 plus dumpster	878.25	
				WARRANT TOTAL										\$878.25	
20144101	070711/	BRIGHT PATH THERAPISTS													
		PO-170076	1.	01	-6500-0-5835.00-5770-1182-700-000-000								5058	4,970.00	
				WARRANT TOTAL										\$4,970.00	
20144102	070308/	CDW-G													
		PO-170112	1.	01	-1100-0-4300.00-1110-1010-104-000-000								FTK8693	2,583.73	
				WARRANT TOTAL										\$2,583.73	
20144103	000023/	GOODMAN BUILDING SUPPLY CO.													
		PO-170008	1.	01	-8150-0-4300.00-0000-8100-735-000-000								10/16	298.96	
				WARRANT TOTAL										\$298.96	
20144104	070951/	CHAPPELLE GRIFFIN													
		PV-170195		01	-0000-0-5210.00-0000-2700-700-000-000								Sac meeting hotel	272.63	
				WARRANT TOTAL										\$272.63	
20144105	001704/	HOME DEPOT													
		PV-170196		01	-8150-0-4300.00-0000-8100-735-000-000								Power Washer	885.99	
				WARRANT TOTAL										\$885.99	
20144106	000580/	MARIN COUNTY SHERIFF DEPART.													
		PV-170201		01	-0000-0-5821.00-0000-7200-725-000-000								10088	140.00	
				WARRANT TOTAL										\$140.00	
20144107	000548/	MOLLIE STONE'S													
		PV-170198		01	-0000-0-4300.00-0000-7150-725-000-000								111521	95.64	

DISTRICT: 047 SAUSALITO SCHOOL DISTRICT
BATCH: 0018 GENERAL FUND
FUND : 01 GENERAL FUND

WARRANT	VENDOR/ADDR	NAME (REMIT)	DEPOSIT TYPE	ABA NUM	ACCOUNT NUM	AMOUNT
REQ#	REFERENCE	LN	FD RESC Y OBJT SO GOAL FUNC LOC ACT GRP	DESCRIPTION		
WARRANT TOTAL						\$95.64
20144108	070071/	MSIA - PROP. LIABILITY				
	PV-170200	01-0000-0-5829.00-0000-7100-000-000-000		2017-PL-C006		1,000.00
		WARRANT TOTAL				\$1,000.00
20144109	000058/	P G & E CO				
	PO-170000	1. 01-0000-0-5510.00-0000-8200-000-000-103		10/16		56.91
		WARRANT TOTAL				\$56.91
20144110	070222/	PROTECTION ONE				
	PO-170005	1. 01-0000-0-5840.00-0000-8300-100-000-000		10/16		88.28
		2. 01-0000-0-5840.00-0000-8300-101-000-000		10/16		696.27
		3. 01-0000-0-5840.00-0000-8300-103-000-000		10/16		112.59
	PV-170199	01-0000-0-5840.00-0000-8300-101-000-000		111284136 Labor charge		230.00
		WARRANT TOTAL				\$1,127.14
20144111	070735/	SAN FRANCISCO OPERA				
	PV-170207	01-9473-0-5819.00-1110-1010-104-000-000		Field Trip 11/3/16		82.00
		WARRANT TOTAL				\$82.00
20144112	070913/	SEAGATE BRIDGEWAY ASSOCIATES				
	PV-170197	01-0000-0-5555.00-0000-7150-725-000-000		11/16 Rent		5,317.00
		WARRANT TOTAL				\$5,317.00
20144113	070200/	STANDARD INSURANCE COMPANY CB				
	PV-170202	01-0000-0-9527.00-0000-0000-000-000-000		11/16		102.69
		01-0000-0-9527.00-0000-0000-000-000-000		11/16		359.55
		WARRANT TOTAL				\$462.24
20144114	070759/	VERIZON WIRELESS				
	PO-170013	1. 01-0000-0-5970.00-0000-7200-700-000-000		10/16		418.30
		WARRANT TOTAL				\$418.30
*** FUND	TOTALS ***					
		TOTAL NUMBER OF CHECKS:	16	TOTAL AMOUNT OF CHECKS:		\$19,786.67*
		TOTAL ACH GENERATED:	0	TOTAL AMOUNT OF ACH:		\$.00*
		TOTAL EFT GENERATED:	0	TOTAL AMOUNT OF EFT:		\$.00*
		TOTAL PAYMENTS:	16	TOTAL AMOUNT:		\$19,786.67*

DISTRICT: 047 SAUSALITO SCHOOL DISTRICT
BATCH: 0018 GENERAL FUND
FUND : 13 CAFETERIA FUND

WARRANT	VENDOR/ADDR	NAME (REMIT)	DEPOSIT TYPE	ABA NUM	ACCOUNT NUM	AMOUNT
REQ#	REFERENCE	LN	FD RESC Y OBJT SO GOAL FUNC LOC ACT GRP	DESCRIPTION		
20144115	070923/	CAPAY INC				
		PV-170205	13-5310-0-4700.00-0000-3700-700-000-000	74738		80.00
			WARRANT TOTAL			\$80.00
20144116	070816/	UNFI				
		PV-170204	13-5310-0-4700.00-0000-3700-700-000-000	19679094-003		516.95
			WARRANT TOTAL			\$516.95
20144117	070799/	VERITABLE VEGETABLE INC.				
		PV-170206	13-5310-0-4700.00-0000-3700-700-000-000	1104475		267.00
			WARRANT TOTAL			\$267.00
*** FUND	TOTALS ***		TOTAL NUMBER OF CHECKS:	3	TOTAL AMOUNT OF CHECKS:	\$863.95*
			TOTAL ACH GENERATED:	0	TOTAL AMOUNT OF ACH:	\$.00*
			TOTAL EFT GENERATED:	0	TOTAL AMOUNT OF EFT:	\$.00*
			TOTAL PAYMENTS:	3	TOTAL AMOUNT:	\$863.95*
*** BATCH TOTALS ***			TOTAL NUMBER OF CHECKS:	19	TOTAL AMOUNT OF CHECKS:	\$20,650.62*
			TOTAL ACH GENERATED:	0	TOTAL AMOUNT OF ACH:	\$.00*
			TOTAL EFT GENERATED:	0	TOTAL AMOUNT OF EFT:	\$.00*
			TOTAL PAYMENTS:	19	TOTAL AMOUNT:	\$20,650.62*
*** DISTRICT TOTALS ***			TOTAL NUMBER OF CHECKS:	19	TOTAL AMOUNT OF CHECKS:	\$20,650.62*
			TOTAL ACH GENERATED:	0	TOTAL AMOUNT OF ACH:	\$.00*
			TOTAL EFT GENERATED:	0	TOTAL AMOUNT OF EFT:	\$.00*
			TOTAL PAYMENTS:	19	TOTAL AMOUNT:	\$20,650.62*

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Date	Vendor	Fund 01=General 13=Cafeteria 14=Deferred M	Resource	Object	Amount	Purpose	C
10/14/2016	ASSOCIATED VALUATION SERVICES	01-0000-0-5849.00-0000-7200-700-000-000	Unrestricted	Professional/Consulting/Op. Ex	\$ 281.34	Inventory services-Quarterly fee	Y
10/14/2016	AT&T	01-0000-0-5970.00-0000-7200-700-000-000	Unrestricted	Communications	\$ 97.99	Phone billing 9/16	
10/14/2016	AT&T CALNET 2	01-0000-0-5970.00-0000-2700-700-000-000	Unrestricted	Communications	\$ 426.09	Phone billing 9/16	
10/14/2016	BOYS AND GIRLS CLUB	01-0000-0-5840.00-1110-1010-700-000-601	Unrestricted	Professional/Consulting/Op. Ex	\$ 7,965.00	After school program 10/16	Y
10/14/2016	STATE OF CALIFORNIA	01-0000-0-5821.00-0000-7200-725-000-000	Unrestricted	Professional/Consulting/Op. Ex	\$ 64.00	Fingerprinting	
10/14/2016	CAMPUS AGENDAS	01-1100-0-4300.00-1110-1010-100-000-000	Lottery	Supplies	\$ 109.00	School supplies	
10/14/2016	CAMPUS AGENDAS	01-1100-0-4300.00-1110-1010-101-000-000	Lottery	Supplies	\$ 108.58	School supplies	
10/14/2016	CYPRESS SCHOOL	01-6500-0-5833.00-5750-1185-700-000-000	Sp Ed	Professional/Consulting/Op. Ex	\$ 5,331.00	NPS - 1 student	Y
10/14/2016	JULIANNE EDMONDSON	01-6500-0-4300.00-5770-1110-700-000-000	Sp Ed	Supplies	\$ 37.82	Sp Ed Books	
10/14/2016	FAGEN FRIEDMAN FULFROST	01-0000-0-5829.00-0000-7100-000-000-000	Unrestricted	Professional/Consulting/Op. Ex	\$ 47,539.50	Legal fees	Y
10/14/2016	FEDEX	01-0000-0-5960.00-0000-2700-700-000-000	Unrestricted	Communications	\$ 16.00	Postage	
10/14/2016	FISHMAN SUPPLY CO.	01-0000-0-4300.00-0000-8211-735-000-000	Unrestricted	Supplies	\$ 383.19	Maintenance supplies	
10/14/2016	HYDREX PEST CONTROL	01-0000-0-5525.00-0000-8200-000-000-000	Unrestricted	Operations	\$ 65.00	Pest control - bimonthly fees	
10/14/2016	KONE INC.	01-8150-0-5600.00-0000-8110-735-000-000	Maintenance	Rentals, Leases, Repairs	\$ 127.42	Elevator maintenance	Y
10/14/2016	MARIN MUNICIPAL WATER DST	01-0000-0-5535.00-0000-8200-000-000-000	Unrestricted	Operations	\$ 953.10	8-10/16 BMLK	
10/14/2016	MARIN MUNICIPAL WATER DST	01-0000-0-5535.00-0000-8200-000-000-103	Unrestricted	Operations	\$ 4,290.80	8-10/16 WCA	
10/14/2016	MARIN PUPIL TRANS. AGENCY	01-9002-0-7143.00-5001-9200-700-000-000	Sp Ed Transportation	Other Tuition Excess Costs	\$ 26,636.00	Sp Ed Transportation	
10/14/2016	MARIN RESOURCE RECOVERY CENTE	01-0000-0-5550.00-0000-8200-000-000-000	Unrestricted	Operations	\$ 5.00	Recycle	
10/14/2016	MARIN SANITARY SERVICE	01-0000-0-5550.00-0000-8200-000-000-000	Unrestricted	Operations	\$ 1,000.00	Dumpster service	
10/14/2016	WILLIAM MCCOY	01-0000-0-5210.00-0000-7150-725-000-000	Unrestricted	Travel	\$ 628.75	Conference - Washington DC	
10/14/2016	MICHAEL'S TRANSPORTATION SERV	01-9473-0-4300.00-1110-1010-100-000-000	Donations	Supplies	\$ 1,322.08	Field trip transportation	
10/14/2016	PAMELA NIETO	01-6500-0-4300.00-5770-1110-700-000-000	Sp Ed	Supplies	\$ 53.83	Art supplies-Counseling	
10/14/2016	RHYTHM & MOVES	01-0000-0-5840.00-1110-1010-700-000-239	Unrestricted	Professional/Consulting/Op. Ex	\$ 2,819.52	PE program	Y
10/14/2016	TREE PROS	01-8150-0-5600.00-0000-8110-103-000-000	Maintenance	Rentals, Leases, Repairs	\$ 975.00	Tree removal-WCA	
10/14/2016	TREE PROS	01-8150-6-5600.00-0000-8110-103-000-000	Maintenance	Rentals, Leases, Repairs	\$ 3,570.00	Tree removal-WCA	
10/14/2016	US BANCORP EQUIP. FINANCE INC	01-0000-0-5605.00-0000-2700-700-000-000	Unrestricted	Rentals, Leases, Repairs	\$ 890.40	Copier monthly lease	Y
10/14/2016	VERIZON WIRELESS	01-0000-0-4300.00-0000-7150-725-000-000	Unrestricted	Supplies	\$ 1,350.42	Sup. Computer	
					\$ 107,046.83		
10/14/2016	STEMPLE CREEK RANCH INC	13-5310-0-4700.00-0000-3700-700-000-000	Cafeteria	Food	\$ 173.50	Food	
10/14/2016	UNFI	13-5310-0-4700.00-0000-3700-700-000-000	Cafeteria	Food	\$ 1,076.67	Food	
10/14/2016	VERITABLE VEGETABLE INC.	13-5310-0-4700.00-0000-3700-700-000-000	Cafeteria	Food	\$ 233.50	Food	
					\$ 1,483.67		
10/21/2016	CDW-G	01-6500-0-4300.00-5770-1110-700-000-000	Sp Ed	Supplies	\$ 1,117.70	Toner for sp. Ed. Printers	
10/21/2016	CITY OF SAUSALITO	01-0000-0-5540.00-0000-8200-735-000-000	Unrestricted	Operations	\$ 8,680.82	Sewer charges	
10/21/2016	CSBA C/O WESTAMERICA BANK	01-0000-0-5210.00-0000-7150-725-000-000	Unrestricted	Travel & conferences	\$ 510.00	Conf. Reg. McCoy	
10/21/2016	CSBA C/O WESTAMERICA BANK	01-0000-0-5210.00-0000-7150-725-000-000	Unrestricted	Travel & conferences	\$ 510.00	Conf. Registration Barrow	
10/21/2016	DISCOVERY OFFICE SYSTEMS	01-0000-0-5605.00-1110-1010-100-000-000	Unrestricted	Communications	\$ 68.40	Copier usage	Y
10/21/2016	ESGI	01-1100-0-4300.00-1110-1010-100-000-000	Lottery	Supplies	\$ 184.00	K testing materials	
10/21/2016	LOUIE'S DELI	01-0000-0-4300.00-1110-1010-101-000-000	Unrestricted	Supplies	\$ 448.00	Prof. Devlp. Day Food	
10/21/2016	MARIN COUNTY OFFICE OF EDUC	01-0000-0-6400.00-0000-8200-700-000-000	Unrestricted	Equipment	\$ 6,129.00	District Emergency Radio	
10/21/2016	COUNTY OF MARIN	01-0000-0-5300.00-0000-7110-725-000-000	Unrestricted	Dues & Memberships	\$ 877.00	Cafeteria licence to operate	
10/21/2016	EMILY MATTO	01-0000-0-4300.00-1110-1010-100-000-000	Unrestricted	Supplies	\$ 61.90	Classroom supplies	
10/21/2016	MOLLIE STONE'S	01-0000-0-4300.00-0000-7150-725-000-000	Unrestricted	Supplies	\$ 119.37	Food for meetings	
10/21/2016	PAMELA NIETO	01-6500-0-4300.00-5770-1110-700-000-000	Sp Ed	Supplies	\$ 2,546.66	Assessment kits	
10/21/2016	OFFICE DEPOT	01-0000-0-4300.00-0000-7200-725-000-000	Unrestricted	Supplies	\$ 82.98	DO supplies	
10/21/2016	QUILL CORP.	01-0000-0-4300.00-1110-1010-100-000-000	Unrestricted	Supplies	\$ 911.12	School supplies	
10/21/2016	ALAN ROTHKOP	01-8150-0-4300.00-0000-8100-735-000-000	Maintenance	Supplies	\$ 90.68	Keys for BMLK	
10/21/2016	SILYCO	01-0000-0-5849.00-0000-2420-700-000-000	Unrestricted	Professional/Consulting/Op. Ex	\$ 9,600.00	IT services 10/16	Y
10/21/2016	YOUTH IN ARTS	01-0000-0-4300.00-1110-1010-100-000-000	Unrestricted	Supplies	\$ 716.95	Art supplies	Y
					\$ 32,654.58		
10/21/2016	CAPAY INC	13-5310-0-4700.00-0000-3700-700-000-000	Cafeteria	Food	\$ 60.00	Food	

Date	Vendor	Fund 01=General 13=Cafeteria 14=Deferred Maintenance	Resource	Object	Amount	Purpose	C
10/21/2016	ECOLAB	13-5310-0-5840.00-0000-3700-101-000-000	Cafeteria	Professional/Consulting/Op. Ex	\$ 136.25	Dishwasher maintenance	
10/21/2016	HEARTLAND SCHOOL SOLUTIONS	13-5310-0-4700.00-0000-3700-700-000-000	Cafeteria	Food	\$ 722.00	6740 Menu Planning License	
10/21/2016	NANA MAE'S ORGANIC	13-5310-0-4700.00-0000-3700-700-000-000	Cafeteria	Food	\$ 60.00	Food	
10/21/2016	ROCK ISLAND REFRIGERATED	13-5310-0-4700.00-0000-3700-700-000-000	Cafeteria	Food	\$ 220.57	Food	
10/21/2016	UNFI	13-5310-0-4700.00-0000-3700-700-000-000	Cafeteria	Food	\$ 513.06	Food	
10/21/2016	VERITABLE VEGETABLE INC.	13-5310-0-4700.00-0000-3700-700-000-000	Cafeteria	Food	\$ 223.00	Food	
					\$ 1,934.88	Food	
10/21/2016	WILLOW CREEK ACADEMY	78-0000-0-9620.00-0000-0000-000-000-000	Unrestricted	Pass through Funds	\$ 31,828.00	Balance of 7&8/16 A bulletins	
					\$ 31,828.00		
10/28/2016	A SIMPLE TRANSLATION	01-0000-0-5849.00-0000-7200-700-000-000	Unrestricted	Professional/Consulting/Op. Ex	\$ 238.98	1873-4 LCAP translation	
10/28/2016	A SIMPLE TRANSLATION	01-6500-0-5849.00-5770-1110-700-000-000	Sp Ed	Professional/Consulting/Op. Ex	\$ 143.78	1873-4 LCAP translation	
10/28/2016	ABLE FENCE COMPANY	01-8150-0-5840.00-0000-8111-104-000-000	Maintenance	Professional/Consulting/Op. Ex	\$ 5,965.00	Fencing at BMLK	
10/28/2016	ANOVA INC.	01-6500-0-5833.00-5750-1185-700-000-000	Sp Ed	Professional/Consulting/Op. Ex	\$ 5,061.00	NPS - 1 student	Y
10/28/2016	AT&T	01-0000-0-5970.00-0000-2700-000-000-000	Unrestricted	Professional/Consulting/Op. Ex	\$ 4,405.90	Phone billing 10/16	
10/28/2016	AT&T CALNET 2	01-0000-0-5970.00-0000-2700-700-000-000	Unrestricted	Communications	\$ 1,852.27	Phone billing 10/16	
10/28/2016	BOYS AND GIRLS CLUB	01-0000-0-5840.00-1110-1010-700-000-601	Unrestricted	Communications	\$ 4,320.00	After school program 8/16	Y
10/28/2016	BOYS AND GIRLS CLUB	01-6010-0-5840.00-1110-1010-101-000-000	State After School Programs	Professional/Consulting/Op. Ex	\$ 3,645.00	After school program 8/16	Y
10/28/2016	ENVIRONMENTAL DISCOVERY CENTE	01-9473-0-5819.00-1110-1010-104-000-000	Donations	Field Trips	\$ 230.00	1/31/17 presentation @ BMLK	
10/28/2016	FAGEN FRIEDMAN FULFROST	01-0000-0-5829.00-0000-7100-000-000-000	Unrestricted	Legal Services	\$ 27,460.50	Legal fees	Y
10/28/2016	FAGEN FRIEDMAN FULFROST	01-0000-0-5829.00-0000-7100-000-000-000	Unrestricted	Legal Services	\$ 39,304.08	Legal fees	Y
10/28/2016	GATEWAY LEARNING GROUP	01-6500-0-5835.00-5770-1182-700-000-000	Sp Ed	Professional/Consulting/Op. Ex	\$ 135.00	Group OT services	Y
10/28/2016	CHAPPELLE GRIFFIN	01-0000-0-4300.00-1110-1010-101-000-000	Unrestricted	Supplies	\$ 52.83	Staff Development Day Food	
10/28/2016	KAISER FOUNDATION	01-0000-0-9526.00-0000-0000-000-000-000	Unrestricted	Benefits	\$ 12,289.18	Health benefits 11/16	
10/28/2016	KAISER FOUNDATION	01-0000-0-9526.00-0000-0000-000-000-000	Unrestricted	Benefits	\$ 10,241.58	Health benefits 11/16	
10/28/2016	MSIA DENTAL	01-0000-0-9528.00-0000-0000-000-000-000	Unrestricted	Benefits	\$ 2,735.13	Health benefits 11/16	
10/28/2016	MSIA VISION	01-0000-0-9529.00-0000-0000-000-000-000	Unrestricted	Benefits	\$ 405.84	Health benefits 11/16	
10/28/2016	PAMELA NIETO	01-6500-0-4300.00-5770-1110-700-000-000	Sp Ed	Supplies	\$ 950.07	3 training conferences	
10/28/2016	P G & E CO	01-0000-0-5510.00-0000-8200-000-000-000	Unrestricted	Operations	\$ 3,533.73	Energy billing 10/16	
10/28/2016	P G & E CO	01-0000-0-5510.00-0000-8200-000-000-103	Unrestricted	Operations	\$ 3,348.14	Energy billing 10/16	
10/28/2016	SAUSALITO-MARIN CITY SANITARY	01-0000-0-5540.00-0000-8200-000-000-000	Unrestricted	Operations	\$ 8,000.40	Yearly sewage charges	
10/28/2016	SAUSALITO-MARIN CITY SANITARY	01-0000-0-5540.00-0000-8200-000-000-103	Unrestricted	Operations	\$ 17,926.16	Yearly sewage charges	
10/28/2016	SCHOOL SERVICES OF CALIFORNIA	01-0000-0-5840.00-0000-7200-000-000-111	Unrestricted	Professional/Consulting/Op. Ex	\$ 4,805.85	108214 Charter Consult	Y
10/28/2016	SHELL OIL CO.	01-0000-0-4301.00-0000-8110-735-000-000	Unrestricted	Gas, Oil	\$ 263.07	Gas for district vehicles	
10/28/2016	TREE PROS	01-8150-6-5600.00-0000-8110-103-000-000	Maintenance	Rentals, leases & repairs	\$ 1,460.00	Tree removal at WCA 3/16	
10/28/2016	TURNING GREEN	01-1100-0-4300.00-1110-1010-104-000-000	Lottery	Supplies	\$ 36.98	8-9/16 Cafeteria Expenses	
10/28/2016	TURNING GREEN	01-1100-0-4319.00-1110-1010-104-000-000	Lottery	Supplies	\$ 329.60	8-9/16 Cafeteria Expenses	
					\$ 159,140.07		
10/28/2016	CAPAY INC	13-5310-0-4700.00-0000-3700-700-000-000	Cafeteria		\$ 68.00		74703
10/28/2016	ECOLAB	13-5310-0-5840.00-0000-3700-101-000-000	Cafeteria	Food	\$ 104.65		3458226
10/28/2016	MARIN SUN FARMS	13-5310-0-4700.00-0000-3700-700-000-000	Cafeteria	Professional/Consulting/Op. Ex	\$ 148.75		411179
10/28/2016	TURNING GREEN	13-5310-0-4300.00-0000-3700-700-000-000	Cafeteria	Food	\$ 539.18	8-9/16 Cafeteria Expenses	
10/28/2016	TURNING GREEN	13-5310-0-4700.00-0000-3700-700-000-000	Cafeteria	Supplies	\$ 757.89	8-9/16 Cafeteria Expenses	
10/28/2016	TURNING GREEN	13-5310-0-5849.00-0000-3700-700-000-000	Cafeteria	Professional/Consulting/Op. Ex	\$ 1,882.50	8-9/16 Cafeteria Expenses	
10/28/2016	UNFI	13-5310-0-4700.00-0000-3700-700-000-000	Cafeteria	Food	\$ 649.21	Food	
10/28/2016	VERITABLE VEGETABLE INC.	13-5310-0-4700.00-0000-3700-700-000-000	Cafeteria	Food	\$ 221.00	Food	
					\$ 4,371.18		
10/28/2016	DOTTO GLASS INC.	14-0000-0-5600.00-0000-8110-103-000-000	Unrestricted	Rentals, leases & repairs	\$ 581.00	Replace glass @ WCA	
10/28/2016	VIDAL VERDUZCO	14-0000-0-5600.00-0000-8110-104-000-000	Unrestricted	Rentals, leases & repairs	\$ 515.95	Water line leak repair	
					\$ 1,096.95		
11/04/2016	AMERICAN EXPRESS	01-0000-0-4300.00-1110-1010-104-000-000	Unrestricted	Supplies	\$ 41.48	Headphones for student	
11/04/2016	AMERICAN EXPRESS	01-0000-0-5210.00-0000-7110-725-000-000	Unrestricted	Conferences	\$ 510.00	CSBA reg. for Ida Green	

Date	Vendor	Fund 01=General 13=Cafeteria 14=Deferred Maintenance	Resource	Object	Amount	Purpose	C
11/04/2016	AMERICAN EXPRESS	01-8150-0-4300.00-0000-8100-735-000-000	Maintenance	Supplies	\$ 646.40	2 Way Radio,plumbing parts	
11/04/2016	BAY CITIES REFUSE INC	01-0000-0-5550.00-0000-8200-000-000-103	Unrestricted	Operations	\$ 878.25	10/16 plus dumpster	
11/04/2016	BRIGHT PATH THERAPISTS	01-6500-0-5835.00-5770-1182-700-000-000	Sp Ed	Professional/Consulting/Op. Ex	\$ 4,970.00	Group OT services	Y
11/04/2016	CDW-G	01-1100-0-4300.00-1110-1010-104-000-000	Lottery	Supplies	\$ 2,583.73	Toner for classroom printers	
11/04/2016	GOODMAN BUILDING SUPPLY CO.	01-8150-0-4300.00-0000-8100-735-000-000	Maintenance	Supplies	\$ 298.96	Maintenance supplies	
11/04/2016	CHAPPELLE GRIFFIN	01-0000-0-5210.00-0000-2700-700-000-000	Unrestricted	Conferences	\$ 272.63	Sac meeting hotel	
11/04/2016	HOME DEPOT	01-8150-0-4300.00-0000-8100-735-000-000	Maintenance	Supplies	\$ 885.99	Power Washer	
11/04/2016	MARIN COUNTY SHERIFF DEPART.	01-0000-0-5821.00-0000-7200-725-000-000	Unrestricted	Fingerprinting	\$ 140.00	Fingerprinting	
11/04/2016	MOLLIE STONE'S	01-0000-0-4300.00-0000-7150-725-000-000	Unrestricted	Supplies	\$ 95.64	Food for meetings	
11/04/2016	MSIA - PROP. LIABILITY	01-0000-0-5829.00-0000-7100-000-000-000	Unrestricted	Professional/Consulting/Op. Ex	\$ 1,000.00	Pro/liab. Fees	
11/04/2016	P G & E CO	01-0000-0-5510.00-0000-8200-000-000-103	Unrestricted	Operations	\$ 56.91	Energy billing 10/16	
11/04/2016	PROTECTION ONE	01-0000-0-5840.00-0000-8300-100-000-000	Unrestricted	Professional/Consulting/Op. Ex	\$ 88.28	Fire alarm 11/16	Y
11/04/2016	PROTECTION ONE	01-0000-0-5840.00-0000-8300-101-000-000	Unrestricted	Professional/Consulting/Op. Ex	\$ 696.27	Fire alarm 11/16	Y
11/04/2016	PROTECTION ONE	01-0000-0-5840.00-0000-8300-103-000-000	Unrestricted	Professional/Consulting/Op. Ex	\$ 112.59	Fire alarm 11/16	Y
11/04/2016	PROTECTION ONE	01-0000-0-5840.00-0000-8300-101-000-000	Unrestricted	Professional/Consulting/Op. Ex	\$ 230.00	111284136 Labor charge	Y
11/04/2016	SAN FRANCISCO OPERA	01-9473-0-5819.00-1110-1010-104-000-000	Donations	Field Trips	\$ 82.00	Field Trip 11/3/16	
11/04/2016	SEAGATE BRIDGEWAY ASSOCIATES	01-0000-0-5555.00-0000-7150-725-000-000	Unrestricted	Operations	\$ 5,317.00	11/16 Rent	Y
11/04/2016	STANDARD INSURANCE COMPANY CB	01-0000-0-9527.00-0000-0000-000-000-000	Unrestricted	Benefits	\$ 102.69	Certificated benefits	
11/04/2016	STANDARD INSURANCE COMPANY CB	01-0000-0-9527.00-0000-0000-000-000-000	Unrestricted	Benefits	\$ 359.55	Certificated benefits	
11/04/2016	VERIZON WIRELESS	01-0000-0-5970.00-0000-7200-700-000-000	Unrestricted	Telephone	\$ 418.30	District wifi 11/16	
					\$ 19,786.67		
11/04/2016	CAPAY INC	13-5310-0-4700.00-0000-3700-700-000-000	Cafeteria	Food	\$ 80.00	Food	
11/04/2016	UNFI	13-5310-0-4700.00-0000-3700-700-000-000	Cafeteria	Food	\$ 516.95	Food	
11/04/2016	VERITABLE VEGETABLE INC.	13-5310-0-4700.00-0000-3700-700-000-000	Cafeteria	Food	\$ 267.00	Food	
					\$ 863.95		

Sausalito Marin City School District

Agenda Item: 9.01

Date: November 15, 2016

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

Item Requires Board Action: ☒

Item is for Information Only: ☐

Item: Impact Educational Consultants Proposal for Instructional Coaching

Background: The overarching goal and intent of this work is to improve student learning and achievement, principal instructional leadership, teacher leadership and instructional capacity in Sausalito Marin City School District. All aspects will clearly align with and build on system - wide, LCAP goals, District policies and practices.

Fiscal Impact:	\$50,069	Unrestricted Base Funds
	<u>\$24,931</u>	Education Effectiveness Carryover Funds from 2015-2016
	\$75,000 Total	(Pending Approval of Educator Effectiveness Plan to be Presented in December 2016 and January 2017).

Recommendation: Approve Scope of Work. It is proposed that a formal contract be presented to the Board of Trustees at the regularly scheduled board meeting on December 13, 2016.

Attachment(s): Impact Educational Consultants Proposal

Supporting the Work in Sausalito Marin City School District

A Proposal

Presented To
Superintendent William McCoy



E-Mail: jamesrandle@yahoo.com

Proposal for Supporting the Work of Sausalito Marin City School District

Overall Goal of the Work

The overarching goal and intent of this work is to improve student learning and achievement, principal instructional leadership, teacher leadership and instructional capacity in Sausalito Marin City School District. All aspects will clearly align with and build on system-wide, LCAP goals, District policies and practices.

Scope of Work

1) Strategic Planning and Alignment

Impact Educational Consultants will plan and facilitate a 2-Day Strategic Planning Retreat for the Superintendent, building leaders, and other stakeholders to help establish a common vision, goals, and metrics for student achievement, distributed instructional leadership, and instructional practices across the district. An Impact Educational Consultant will spend a day in the District prior to the retreat meeting with the Superintendent and visiting Bayside/MLK Academy and Willow Creek to observe instruction and to co-plan session content and coaching sessions. This will ensure the work is tailored to the District's needs and to the local context. The outcome of this work will be an LCAP aligned, **coherent, multi-year plan** that will support student achievement for all students, increase the level of rigorous learning opportunities for students, strengthen instructional pedagogy and support building-level leadership.

2) On-going Principal (and Assistant Principal) Training, Coaching and Support

Impact Educational Consultants also recommends instructional leadership coaching and training for the principal and Assistant Principal that would include a monthly session for examining school data, researching high leverage instructional/leadership practices and strategies for providing effective feedback/supports to strengthen pedagogy for all teachers. Classroom visits is an integral part of this portion of the work. Visiting classrooms to observe practice will allow the team to calibrate, to set clear expectations, to determine the level of implementation of key practices, to seek out trends and patterns, and to determine the next steps actions that yield powerful results in student performance and teaching and learning. A mutually agreed upon coaching model such as Cognitive Coaching or Coaching for Results will be used.

3) Instructional Leadership Team, Teacher Team Professional Learning Experiences and Teacher Coaching

Distributing leadership requires building the leadership capacity of the teachers with whom it will be shared. The model to support teachers and building leaders in the Sausalito Marin City School District will be based on a framework that began in collaboration with the work of Harvard professor, Richard Elmore and Former Superintendent of Boston Public Schools, Tom Payzant. These tools have been refined and yield significant results in helping districts build strong, high-functioning ILTs and other teacher teams that build their capacity to lead instructional improvement in their buildings. Typically, support is provided via direct training/networking sessions to school ILTs and PLCs. Part of the training focuses on assisting the ILT to become a high performing team; part focuses on how the ILT members can become strong facilitators and leaders of the grade level or department teacher team

they represent; part of the time is spent on planning and leading Cycles of Professional Learning to improve the capacity of all teachers to better deliver powerful instruction and improve student learning. We have an extensive collection of tools and processes to support this work and to tailor the training to the local needs and context.

One model for this work is to have Impact Educational Consultants plan and lead the work for the first year or two, while engaging a local team to be able to take over and lead the work with minimal support after the second year.

Consulting Services and Supports: Detail

➤ **Initial Site Visits: Level Setting and Planning**

The Consultant will meet with the Superintendent to finalize outcomes and goals, finalize the scope of work, visit classrooms, meet with building leaders, and level set to establish clear expectations around the work. The Consultant will visit Sausalito Marin City School District in September and October for one (1) day each visit for a total of two (2) days.

All travel and person expenses for the consultants are included.

➤ **On-going Training, Coaching and Support for Principals and Individual Teachers**

The Consultant will provide training and facilitation for 2 days each month for 8 months. This would amount to sixteen (16) on-site days. The off-site preparation and follow-up distance coaching would be provided gratis.

All travel and person expenses for the consultants are included.

➤ **Instructional Leadership Team and Professional Learning Communities Training and Support**

The Consultant will provide training and facilitation for two day each of 7 months. Seven (7) on-site days and seven (7) off-site days will allow for preparation and follow-up distance support for a total of 14 consultant days.

All travel and person expenses for the consultants are included.

➤ **Central Office Alignment and Planning**

The Consultant will provide strategic planning, data analysis and alignment support for one day each of 8 months. Eight (8) on-site days would result in the co-creation of a long-term plan. To complete the strategic plan and other documents will require two (2) days of off-site writing.

All travel and person expenses for the consultants are included.

Overview of The Work: Instructional Leadership Teams/Teacher Team Professional Learning Experiences

The goal of this element of the work is to support Sausalito Marin City School District in accomplishing its goals to increase academic achievement for all students and to increase their access to challenging, rigorous and relevant instruction.

This will be accomplished via the Design, Development and Implementation of a coherent and comprehensive Instructional Leadership Team (ILT) and Professional Learning Community (PLC) structure and high functioning Teacher Teams for Bayside/MLK Academy. Engaging in this work will ensure the full implementation of rigorous, standards-based instruction and student-centered assessments. This model will promote distributive leadership, collaboration and ownership of the instructional initiatives and practices in schools.

Design: This aspect involves the co-creation of an Instructional Leadership Team (ILT) and Professional Learning Community framework, a set of expectations for ILTs and PLCs and an implementation rubric that can guide the work of school leaders and teacher-leaders. These efforts will yield a concrete leadership development structure, implementation protocols and monitoring processes to allow schools and the District to reach their strategic goals related to graduating college/career ready students. A team consisting of Sausalito Marin City's Executive Leadership and the consultant from Impact would co-create the design over the next month.

Develop: This aspect pertains to creating tools, training structures, and monitoring systems that will enable school leaders and teachers to successfully implement the framework and to meet high expectations for improved student learning. The District and the Impact Education team will generate these tools and structures for use in the Instructional Leadership Team and PLC training sessions. These sessions will occur monthly throughout the year. Additionally, the consultant will collaborate with the district team to develop an interim follow-up process to be used to support the ILT and other teacher teams between training sessions.

Implement: This aspect entails incorporating into the Cycle of Professional Learning framework the currently existing structures, initiatives, and programs in the Sausalito Marin City School District. Examples of these include key strategic initiatives, Common Core implementation and other standards, Data Teams and the instructional effectiveness framework. It also includes facilitating monthly training/collaboration meetings with the school teams, monthly coaching sessions with the Principal and teachers, focused classroom visits and potentially visits to other schools. In addition, the consultant would partner with District Office Leadership members in order to ensure coherence of support.

Framework Overview

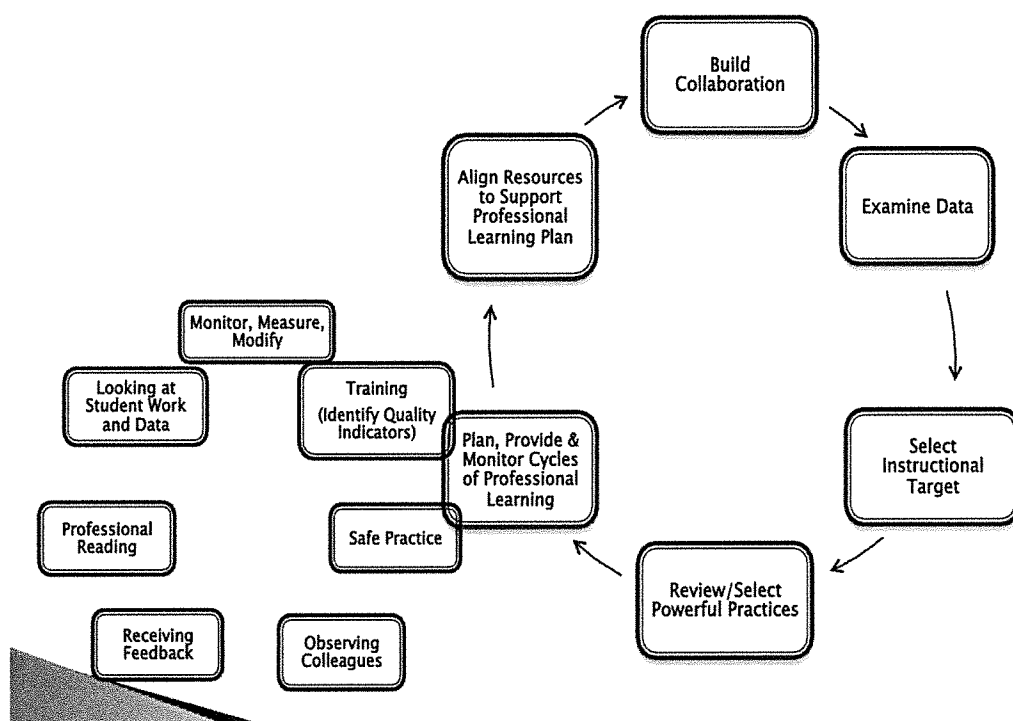
For good schools to get better, the principal must first and foremost be an instructional leader. Many current building principals can develop the capacity to be strong in this challenging role; however, many principals need support with specific tools and key strategies necessary to fulfill this essential task. Similarly, teacher leaders often have valuable insights

into school improvement, but do not currently have time and opportunity to actualize their ideas.

Through this initiative, principals and other school staff will develop and refine the skills and strategies they need to lead effective, results-driven instructional programs. Professional development opportunities for both administrators and teachers will be tied to a research-based framework and a well-established system of follow-up and on-site executive coaching, to ensure that the work translates to concrete action.

This framework has resulted in dramatic improvement in student learning in all districts that have implemented this model. There are tremendous bodies of research that support the work on professional learning communities and on the cycles of professional learning. Much of the research has been presented by national scholars such as the DuFours, John Hattie, Robert Marzano, Doug Fisher, Nancy Frey, Richard Elmore and Michael Fullan. The research on adult development forms the basis for the Cycles of Professional Learning. The Cycles reflect how adults learn and change behavior. *Learning Forward* is an organization that also continuously publishes research that supports the framework and practices. This work will be guided by the following framework which was developed by *Targeted Leadership Consultants*.

The Work of the ILT Framework for Cycles of Professional Learning



Developed by Targeted Leadership Consulting

The following provides more detail on some of the concepts that will be unpacked during the ILT and PLC training sessions. Specific processes, protocols and strategies for addressing each area will be explored.

1. Develop Teacher Collaboration Teams (ILTs and PLCs) to Improve Teaching and Learning

The school selects an Instructional Leadership Team a small group of representatives in the school. There are scheduled times for both the ILT and teacher teams to

get together to talk about the targeted instructional area, research based powerful practices, student achievement data-both external and internal data, and look at student work and teacher assignments. The ILT facilitates teacher team meetings (PLCs). Data Teams and the principal is an integral part of the ILT and participate in all ILT meetings. Specific protocols for effective meetings, for building trust, for authentic collaboration, for communication, and for opening up classroom practice will be explored.

2. Examine Data

The ILT representatives and the consultant co-facilitate a school-wide review of student achievement data (internal and external data) using data teams protocols and processes to identify a targeted instructional area (TIA). The school sets 1-2 SMART goals based on the data and identifies internal assessment measures to be used periodically in order to monitor student progress toward the SMART Goals. Teams are trained and meet regularly to track progress toward the goals and adjust instruction as needed.

3. Review and Select Research Based Powerful Practices

The ILT representatives and the consultant co-facilitate a school-wide review of research based instructional practices that directly connect with the school's instructional target area. The school selects 1-2 research based powerful instructional practices. Progress will be made due to school-wide implementation in every classroom, for every student, every day. The staff implements two to three Cycles of Professional Learning to drive the training, implementation, and monitoring of the research based powerful practices.

4. Realign Resources (People, Time, Talent, Energy, and Money) to Support the Implementation of the Research Based Powerful Instructional Practices

The school demonstrates clear evidence that it is making decisions that align its resources with the school-wide targeted instructional area and research based powerful practice.

5. Engage Families and the Community in Supporting the Targeted Instructional Area

The school demonstrates clear evidence that it is involving families and the community with the school-wide targeted instructional area and the powerful instructional practices. All understand the school-wide leadership expectations.

6. Principal as Instructional Leader

The principal shows progress toward meeting the goal of spending 50% or more of his/her time in classrooms observing, demonstrating, modeling, and supporting effective teaching practices within the Targeted Instructional Area.

7. Engage Fully in all Training Support Processes

School teams attend 7 training sessions per year which will include focused instructional classroom visits. Teams will use a structured protocol for the classroom visits. The classroom visits will focus on whole-school implementation/progress and not on individual teachers. The principal will engage in multiple Coaching/Reflection conversations using a model such as Cognitive Coaching or Coaching for Results with the Consultant and members of the Sausalito Marin City Executive team.

8. Cycles of Professional Learning

School teams will develop and implement at least two to three Cycles of Professional Learning per year. These are based on their selected research based Powerful Instructional Practices. For example, teams might select Close Reading—using the research of Fisher and Frey—as their Powerful Practice. This would be implemented school wide.

Additional Details of the Work

Curriculum Design, Collaboration and Calibration

A team of one (1) consultant and District Office Executives will work together to plan and to develop the materials and concepts for the next month's training session. Team members will also calibrate to assure consistent, collaborative support to principals and teachers.

School Visits and ILT/PLC Professional Learning and Instructional Coaching

The consultant will provide onsite Professional Learning Experiences to the Instructional Leadership Teams and PLCs and will provide coaching support to teachers and the principals.

Classroom visits will also be incorporated in order to observe implementation of instructional practices. A team of one (1) consultant and a district team member will provide Executive Coaching/Support to the Principal.

Between Visits

In collaboration with the district team, the consultant will: prepare materials for training; follow-up on all commitments and resource requests stemming from previous training and coaching sessions; maintain distance coaching and support via phone, virtual meetings and email.

Tentative Onsite Dates:

Visit	When
1	November 1, 2
2	November 30, December 1
3	December 20, 21
4	January 18,19
5	February 8,9
6	March 1,2
7	March 22,23
8	April 5,6
9	April 25,26
10	May - TBD

*Dates are flexible at the current time. District and Consultant can discuss to finalize.

Initial Professional Development Plan For Rigorous Instruction

Bayside Martin Luther King Academy
2016-2019

In order to increase student outcomes, improve learning and instructional pedagogy, and increase rigor at BMLK Academy, a clear professional learning plan and vision is needed. This work will support teachers and other staff in delivering quality instruction to students daily from "bell to bell". Adult Learning Theory and Teacher Collaboration are at the core of the plan. *Schools with strong professional learning communities [are] four times more likely to improve academically than schools with weaker professional communities. We can no longer afford to be innocent of the fact that collaboration improves performance. (Ann C. Lewis cited by Schmoker, Mike in "Tipping Point: From Reckless Reform to Substantive Instructional Improvement," Phi Delta Kappan, February 2004.)*

Supporting teachers in order to foster high student performance will be essential to ensure that every scholar at Bayside MLK Academy leaves the school with the requisite skills to succeed in college, career and life. The contents and development of this draft plan is based on conversations with teachers and administrators at Bayside MLK, results from practices in high performing schools and districts, and extensive research of effective practices.

The plan will support teachers individually and collectively around highly impactful pedagogy. The overall goal is to develop a shared vision and theory of action for how teaching and learning occurs at Bayside MLK. To this end,

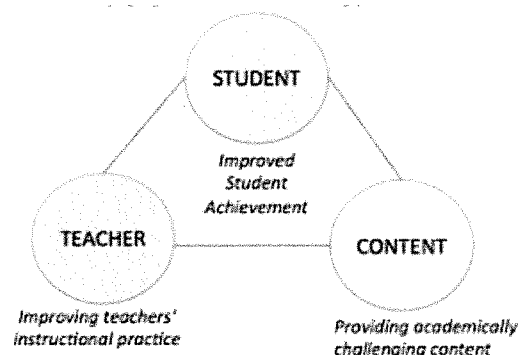
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teachers will engage in monthly professional learning on elements such as high-leverage instructional practices, curriculum scoping and sequencing, data/progress monitoring, teaching strategies, lesson study, lesson design/planning, lesson delivery and differentiation. Through job-embedded professional development, coaching, feedback, and collaborative conversations, teacher capacity will continue to grow and improve.

In sum, the plan will address each area of what Harvard Professor, Richard Elmore calls the Instructional Core. This conceptual framework places the emphasis on student learning. For students to reach their maximum potential, instruction must be centered on what they are learning, how they learn it, the tasks they are given, the supports they receive when they do not master the content and the extension/enrichment they receive when they master the content. For this to occur, teachers must be supported in what they deliver to students and how they deliver it.

Strengthening the Instructional Core At BMLK Academy

Engaging Scholars in the Learning Process



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The proposed supports will center on the following bodies of work.

Administrator Support	Teacher Leader Development	Professional Learning For Teacher Teams	Professional Support for Individual Teachers
<ul style="list-style-type: none"> • Provide Instructional Leadership Coaching Support to Principal and Assistant Principal • Recommend high leverage strategies for observing, supporting and providing constructive feedback to teachers 	<ul style="list-style-type: none"> • Provide training, support and strategies for teachers to lead their colleagues in professional learning 	<ul style="list-style-type: none"> • Provide standards-based content and instructional leadership training for vertical teacher teams/ Professional Learning Communities • Develop common expectations and a vision for instruction and instructional focus areas • Develop indicators of success for teaching and pedagogy, student learning, the academic environment, quality tasks, and lessons • Provide training on key instructional strategies that support student learning and mastery of content standards 	<ul style="list-style-type: none"> • Provide standards based content support to each teacher • Observe instructional practice and provide feedback • Coach and support teachers • Provide suggestions for shoring up lesson planning and lesson delivery

THE INSTRUCTIONAL LEADERSHIP TEAM & PROFESSIONAL LEARNING COMMUNITIES

The Instructional Leadership Team's and the Professional Learning Communities' primary roles are to help lead the school's effort for supporting the improvement of teaching and learning of literacy and content standards at Bayside Martin Luther King Academy. The ILT informs the school's instructional program and leads and monitors the implementation of a sound instructional focus. The Professional Learning Communities are cross-grade level teams that discuss student data and collaboratively plan rigorous lessons to ensure all students have the skills and knowledge needed to achieve at high levels.

What the ILT and PLCs <u>ARE</u> :	What the ILT and PLCs <u>ARE NOT</u> :
<ul style="list-style-type: none"> • Focused on student achievement • Centered on teaching and learning • Fully committed • A model of a learning community • Knowledgeable about how students learn • Unique to each school • A place where divergent ideas are heard and leadership is shared 	<ul style="list-style-type: none"> • Additional responsibilities for an existing committee • Composed of only those who happen to be available • An elite group • Responsible for the day-to-day business of the school (although they may make recommendations) • Dominated by one person or group

The ILT AND PLC MEMBERS ARE:

- School leaders (formal and informal, catalysts, and motivators)
- Reflective of multiple perspectives and diverse opinions
- Representative of the school community
- Committed to leading the long term improvement process to better their school and provide their students with the best
- Willing to tackle tough issues and take risks together
- Supportive of all team members, encouraging each others' participation, expression, and ideas

HOW THE TEAMS LIVE UP TO THEIR NAME

Together with all members of the school community, the Instructional Leadership Team and the Professional Learning Communities ask the following questions and engage in the following processes:

FOCUS ON INSTRUCTION

- Will this support the instructional focus and make a difference for students? (Asks the critical questions and puts the structures in place to ensure that all school actions and conversations focus on this essential question.)
- What do we know about how we are doing for students? (Examines external and internal school data, student work, and classroom practices to identify strengths and opportunities for improvement.)
- What SMARTe goals do we want for our students' achievement? (Develops an inclusive process for determining the SMART goals and maintains these goals as the focus for all planning.)

FOCUS ON LEADERSHIP

- What is our vision for our students and our school? (Engages all stakeholders in visioning and examining school-wide beliefs and how they impact teaching and learning. Examines current conditions, including equity and access for all students.)
- How do we get there? (Creates a comprehensive school plan that includes 2-4 Cycles of Professional Learning and utilizes it to change school structures to support improved student achievement. Develops understanding of the improvement process and *willing to challenge the status quo.*)
- How do we know when we are there? (Develops an internal accountability system to measure continued growth in student learning- such as Rounds/Peer Observations/ILT Guided Visits...)

FOCUS ON TEAMING

- Who needs to be involved? (Ensures that all school community members – families, school staff, community members, faculty, administration, and students are included in the planning.)
- What are our individual responsibilities? (Learns from each other and across groups; access research data, training and experience; involves and informs others; be supportive, respectful, committed, focused, responsible, and reflective.)
- How do we work together? (Works openly, honestly, and collaboratively with shared leadership, responsibility, and trust. Tackles the tough issues; hears all viewpoints; develops creative, constructive ways to resolve conflict; maintains focus on vision of what is best for the students.)

A Summary of the Learning For Professional Learning– Goals and Overview

PROPOSED GOALS FOR TEAM PROFESSIONAL LEARNING

Through Professional Learning Communities and Teacher Leaders: *By the end of three years, all students at Bayside Martin Luther King Academy will be able to write with evidence in response to complex informational text. The selected goals are based on implementation of the Common Core State Standards in Reading, Writing and Listening and Speaking.*

Goal Year One-Cross Content Gradual Release & Reading Focus:

- All students, independently, will use strategies such as close reading strategies to comprehend complex, informational text.
- All teachers will utilize the instructional model of Gradual Release of Responsibility (Fisher and Frey Model) in order to increase each student's mastery of the Common Core State Standards and their individual efficacy for learning.
- All teachers will select appropriate complex text and assign aligned, rigorous tasks; analyze student work; analyze student data; model close reading components; observe peers; and reflect and modify instructional practice.
- Teacher and Administrative Instructional leaders will create opportunities for teachers to take ownership of all aspects of the school-wide instructional practices to facilitate professional learning among colleagues.

Goal Year Two-Cross Content Discussion and Prewriting:

- All students will use complex informational text for rich and rigorous discussions and use research-based tools to organize their thinking to prepare for writing in response to complex text.
- Students will develop quality products to defend and/or explain their thinking to show their understanding of complex text and to show a readiness for other academic writing.

Goal Year Three- Cross Content Writing:

- All students will be able to write with evidence in response to complex informational text and cite evidence using multiple sources.

Additional Professional Learning: During Year 1, teachers, administrators, and PLC members will have access to aligned professional learning to support the implementation of new curriculum and strategies.

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This section is in draft form and will be modified through ongoing feedback from Teachers, Principal and Superintendent.

Draft Year One Details:

Session 1	<p>Leadership Skills & Processes</p> <ul style="list-style-type: none"> • Set Common Expectations • Discuss Tenets of Collaboration • Define Trust • Develop Indicators for Rigorous Academic Environment • Lesson Planning and Design • Develop a Common Vision for Teaching and Learning • Discuss Standards Driven Instruction <p>Reflection/Planning</p> <ul style="list-style-type: none"> • Collaborative Planning: Video example of PLCs and teachers collaborating 	<p>Literacy Content</p> <ul style="list-style-type: none"> • Gradual Release of Responsibility Tenets (GRR) • Video example that highlights critical attributes of GRR • Share additional tools, sample anchor charts, and list of articles and books • Monitor/Measure: Team to unpack selected Focus Standard(s), review Common Indicators and Site-Determined Indicators <p>Homework</p> <ul style="list-style-type: none"> • Bring back one sample of unpacking a standard
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Session 2	<p>Leadership Skills & Processes</p> <ul style="list-style-type: none"> • Connecting with Colleagues: PLC sharing. • Introduce Framework for Powerful Results • Data Analysis Protocol • Collaborative Planning: Video example of data analysis with Smarter Balanced <p>Reflection/Planning</p>	<p>Literacy Content</p> <ul style="list-style-type: none"> • Gradual Release of Responsibility Tenets • Collaborative Planning: Complete data analysis as team • Powerful Practice Specific <ul style="list-style-type: none"> ◦ Close Reading <p>Homework</p> <ul style="list-style-type: none"> • Bring back evidence of how data informed lesson planning
Session 3	<p>Leadership Skills & Processes</p> <ul style="list-style-type: none"> • Connecting with Colleagues: Data Analysis and implementation data sharing • Introduce Cycles of Professional Learning • Collaborative Planning and Monitor/Measure: Lesson Study (LS) Overview • Collaborative Planning: Video example of LS Design Lesson and Plan for Ghost Walks <p>Reflection/Planning</p>	<p>Literacy Content</p> <ul style="list-style-type: none"> • Gradual Release of Responsibility Tenets • Powerful Practice Specific <ul style="list-style-type: none"> ◦ Close Reading • Collaborative Planning and Observation: Practice Lesson Study, Design Lesson and Plan for Ghost Walk <p>Homework</p> <ul style="list-style-type: none"> • Bring back LS Lesson Design • Bring student work and task from Lesson Study

Session 4	<p>Leadership Skills & Processes</p> <ul style="list-style-type: none"> • Connecting with Colleagues: Sharing PLC minutes for LS Lesson and Task • Self-Evaluation using Continua • Collaborative Planning and Looking at Student Work: Video example of Task Analysis and LASW Protocol <p>Reflection/Planning</p>	<p>Literacy Content</p> <ul style="list-style-type: none"> • Gradual Release of Responsibility Tenets • Powerful Practice Specific PD <ul style="list-style-type: none"> ◦ Close Reading • Collaborative Planning and Looking at Student Work: ILT complete Task Analysis and LASW protocol <p>Homework</p> <ul style="list-style-type: none"> • Bring back student work and lesson planning artifacts
Session 5	<p>Leadership Skills & Processes</p> <ul style="list-style-type: none"> • Connecting with Colleagues: LASW Protocol Review • Collaborative Planning: Reflection on LS process <p>Reflection/Planning</p>	<p>Literacy Content</p> <ul style="list-style-type: none"> • Gradual Release of Responsibility Tenets • Powerful Practice Specific PD <ul style="list-style-type: none"> ◦ Close Reading • Collaborative Planning and Peer Observation: Plan LS Lesson Design and Peer Observation <p>Homework</p> <ul style="list-style-type: none"> • Bring back PLC agenda and minutes from LS Lesson Design • Bring implementation data for entire year

Session 6	Leadership Skills & Processes <ul style="list-style-type: none"> Connecting with Colleagues: PLC Minutes from LS Lesson Design Reflection/Planning	Literacy Content <ul style="list-style-type: none"> Celebration Reflection Planning for Next Year
Session 7	Leadership Skills & Processes TBD Reflection/Planning	Literacy Content TBD
Session 8	Leadership Skills & Processes TBD Reflection/Planning/Celebration	Literacy Content TBD

In addition to the aforementioned professional learning concepts, we will also discuss concepts such as communication, lesson planning, unpacking Common Core Standards, quality tasks, differentiation and text complexity.

Individual teacher support will be based on their specific needs and action plans will be co-developed with each teacher.

Cost for Services

The cost for these services includes all on-site work, all off-site preparation, distance coaching/support and follow-up, and all travel and expenses. Most visits will be for two back-to-back days to ensure maximum impact.

What	Number of Days
Initial Site Visits: Level Setting and Planning with Principals and SMCSD Team	2 On-Site Days
Planning, Curriculum Design, Calibration	8 On-Site Days
Strategic Plan Writing and Document Creation	2 Off-Site Days
Teacher and Principal Coaching and Support	16 On-Site Day
Principal Distance Coaching and Support	Included
PLC Training/Professional Learning Sessions/Classroom Visits	7 On-Site Days
PLC Training/Professional Learning Session Preparation, Planning, Document Creation	7 Off-Site Day
End of Year Planning for 2017-2018	Included
Total	42 Days (33 Onsite/9 Offsite)

Total cost of services for Year 1= \$73,500.

All travel related expenses are included.
