

**SAUSALITO MARIN CITY SCHOOL DISTRICT  
BOARD MEETING MINUTES  
March 8, 2012**

**ATTENDANCE**

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

President Thomas Newmeyer called the meeting to order at 5:30 p.m.

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

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

There was no public comment.

**CLOSED SESSION**

The Board and Superintendent convened closed session at 5:31 p.m.

**REGULAR SESSION**

Open session reconvened at 6:30 p.m.

**Report Out from Closed Session**

President Newmeyer reported that the board had unanimously approved two resolutions: Resolution #567 Non-Reelection of a Probationary Certificated Employee, and Resolution # 568 Release of a Certificated Administrative Employee.

**Pledge of Allegiance**

Trustee Thornton led the Pledge of Allegiance.

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

There was no public comment.

**REPORTS**

**Trustee Reports**

Trustee Thornton thanked the District for allowing her to attend a conference focused on bridging the achievement gap for African American students.

**Superintendent's Report**

Superintendent Pitts reported that:

- The Milagro Foundation will fund The Mosaic Project in the amount of \$10,000 as a commitment to bring 4<sup>th</sup> and 5<sup>th</sup> grade students from Bayside and MLK to a one-week camp in late spring.
- Principal Newton coordinated a very successful Black History Month event.
- The district's administrative team and community after school and summer school program providers held a Summer School Programs Open House on March 7. The same group will be

invited back in May for the MLK Jr. Academy Open House, when parents from both MLK and Bayside will have another opportunity to learn about summer programs in Marin City.

#### Principal's Report

Principal Jonnette Newton reported that:

- Writing tests have been completed by 100% of MLK, Jr. Academy and 14 of 15 Bayside students.
- CST prep review is in process at both sites.
- The Black History Month evening event was a success.
- Students of the Month and Honor Roll Students were celebrated with a continental breakfast. Parents were invited. This will be an ongoing recognition of students who are achieving.
- Read Across America was celebrated with a day of reading and being read to by parents and members of the San Francisco Men's Basketball Team.
- The boys' basketball team won the small schools championship on March 7.

#### Grade Level Report- Third Grade

The planned grade level report was replaced by a report from third grade teacher, Jim Scullion, who discussed a variety of topics such as monitoring student progress, school wide and classroom incentives, differentiated instruction and technology. He thanked the board on behalf of himself and students for classroom computers which are always in demand.

Mr. Scullion provided 2011/2012 class highlights:

- October: Visit to College of Marin
- November: Visits to Phoenix Lake to take part in a restoration project and to Slide Ranch
- October – May: Study of buildings in Sausalito with the Sausalito Historical Society
- February: Participation in the Black History Program
- March: Participation in Read Across America
- June: Production of a student play to celebrate the end of STAR testing and school.

Mr. Scullion shared:

- Copies of third grade California standards with board members
- That all students are showing improvement throughout the year
- That all students are showing growth through Accelerated Reading and Dibbles
- Trimester words read = First T: 704,000 words; Second T: 870,000 words; Cumulative: 1,574,000!

Students, Alma Lucas and Alyssa Cortez-Perez, wearing medals earned for outstanding accomplishment in reading and math, were introduced and recognized. A third student with similar achievements, Antoine Gardener, was unable to be present.

#### Head of School's Report

In lieu of a report from Head of School Carol Cooper, Clark Warden and Orlando Lobo reported that the WCA kindergarten lottery had been held; eleven students are wait-listed. Mr. Lobo expects to admit most or all by this fall.

### **STUDENT ACHIEVEMENT**

#### **Special Education Program Report**

Superintendent Pitts provided an annual special education update:

- The district currently serves forty nine students in three schools - Bayside, MLK and WCA.

- Four students are served in special education student programs operated by the Marin County Office of Education (MCOE).
- Five students are served in other district special education programs or in non-public schools.
- Ten preschool-aged students who require services through an Individualized Education Program (IEP) are served in programs operated by the MCOE.

Many students in district or MCOE programs require services associated with contract service providers. This district currently exceeds the 'fewer than 10%' goal that most districts strive for.

Superintendent Pitts explained how students are assessed and reviewed. She added that the district has done an excellent job this year staying on top of the process.

Trustees Thornton and Benjamin requested reports on SSTs and a comparison to other Marin districts.

## **FINANCE**

### **District Second Interim Report**

Superintendent Pitts and Business Manager Paula Rigney explained that an interim report reflects a window in time. Ms. Rigney reviewed Second Interim 2011/2012 Multi Year Projections (MYP) showing a positive certification two years out. A Power Point presentation, SMCS D 2011/2012 2<sup>nd</sup> Interim Budget and Budget Scenarios (1) was reviewed, with information on:

- Drivers for SMCS D Budget Planning Process
- Marin Community Foundation Funding
- Components of Comprehensive Educational Program
- SMCS D Budget Planning: Balanced Budget Submitted - Assumptions 2<sup>nd</sup> Interim
- SMCS D Budget Planning: 2012/2013 MYP – Assumptions Version 1
- 2012/2013 MYP – Assumptions Version 1 - Financials
- 2012/2013 MYP – Assumptions Version 2 – Financials
- SMCS D Budget Planning (Financial)
- SMCS D Budget Planning (What do we do?)

### **Discussion**

SMCS D Summer School serves Bayside and MLK students at risk. Several other programs serve students outside of these two schools.

Some students have transportation problems to summer school programs - to be discussed in an after school and summer school providers meeting.

'Right sizing' means tightening our belts.

Budget decisions are required by the end of June.

The Finance Committee will meet and return with recommendations.

The Superintendent will return with proposed strategies.

More knowledge of program costs is needed.

How do we prioritize our responsibility to district and charter school?

The cost per student exceeds other districts; the public needs to understand how funds are used.

Build a contingency during the budget process for the possibility of additional needs not yet apparent.

Two board meetings may be held during the months of April or May.

The Governor's May 1 budget revise w/be received approximately May 10.

April 3 is the date of the budget study with the community.

Finding places to cut is difficult as exemplified last year.

The district must have a quality education program.  
A 1% cut = \$60,000/year.

**M/s/c Ziegler/Thornton/all** to approve the District's Second Interim Report

**Willow Creek Academy Second Interim Report**

Willow Creek Academy Treasurer Clark Warden presented the Second Interim Report:

- It assumes supplemental funds from the district remain same for the next two years.
- Growth necessitates additional staff.
- The current special education budget of \$10,000 will increase significantly; discussions pending.
- There will be difficult decisions to be faced if there is no longer Basic Aid.
- WCA anticipates a net surplus of \$40,000 - \$50,000 for each of the next two years.

**M/s/c Ziegler/Newmeyer/all** to accept Willow Creek Academy's Second Interim Report

**FACILITIES**

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

Superintendent Pitts reported that the needs analysis is anticipated by April.

Superintendent Pitts reviewed documents prepared for SMCS D by Mark Pressman, Principal at Wulff, Hansen & Co.:

- Historical Assessed Values
- District Bonding Capacity
- Estimated Tax per \$100,000 of Assessed Value

Mr. Pressman will be invited to an April board meeting.

**GOVERNANCE**

**Annual Review – Board Policy 6145 Extracurricular & Co-Curricular Activities**

Principal Jonnette Newton presented the annual review of Board Policy 6145 Extracurricular & Co-Curricular Activities and highlighted changes to be made.

Discussion

Trustee Benjamin requested a modification to indicate that a grade of D is not acceptable for eligibility. Trustee Thornton supports the language as is if a student with a grade of D is on a program to improve. Superintendent Pitts will rewrite this section for the second reading.

Board members requested to know how many students are currently prevented from playing sports; Superintendent Pitts will provide the data.

The policy will be agendized at the April 26, 2012 board meeting for board second reading and action.

**WCA Prop 39 Request Final District Response**

Superintendent Pitts discussed a request from WCA Board President, Orlando Lobo, to defer the April 1 requirement for the final district response for determining facilities for 2012/2013.

M/s/c Ziegler/Thornton/all to defer the district's final response to the WCA Prop 39 Request until April 26, 2012.

**CONSENT AGENDA**

M/s/c – Roll Call Ziegler/Benjamin/ Ayes 5 Noes 0 to approve the Consent Agenda

**ADJOURNMENT**

M/s/c Thornton/Ziegler/all to adjourn at 8:25 p.m.

Karen Benjamin 4-19-12  
 Signature/Date

Board Clerk  
 Title

**FUTURE BOARD AGENDA ITEMS**

- Enrollment and Staffing Projections
- Tennessee Woods Agreement
- Tennessee Glen Agreement
- Mill Valley SD/SMCSD Attendance Agreement
- Resolution – Employee Appreciation
- Quarterly Report: Williams Act
- CAM lease for Head Start
- First Draft – General Fund Budget
- First Draft – WCA Budget
- Grade Level Report-XX

**SAVE THE DATES**

**Future District Meeting Dates**

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

- April 12\*
- April 26
- May 10\*
- May 24
- June 14                      Two meetings in June
- June 28
- July 26                      One July meeting due to Summer Break
- August 9\*
- August 23
- September 13\*
- September 27
- October 11\*
- October 25
- November 15              Third Thursday; one November meeting due to Holidays

December 6\*                      First Thursday    due to Holidays  
December 13                     Second Thursday due to Holidays

**Future Charter School Board Meeting Dates**

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

March 21

April 18

May 16

June 20

**Upcoming Dates and Important Events**

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