

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

**BOARD OF TRUSTEES
REGULAR MEETING
MINUTES**

August 28, 2008

REGULAR SESSION: 7:04PM

MEMBERS PRESENT:
Clark, Vice President
Elizabeth Todd Gallardo
Shirley Thornton
Mark Trotter

MEMBERS ABSENT:
Whitney Hoyt

Debra A. Bradley, Superintendent and Secretary to the Board

Others Present: Clark Warden, Andrew Boyd Goodrich, Cherisse Baatin, Harold Oden, Gerry Klor, Megan Bolduc, Tim Craig, Judy Long, Bob Alten, James Mitchell, Margaret Bonardi and Kathy Blazei and Patty Swisshelm taking notes.

Vice President, Thomas Clark, called the meeting of the Sausalito Marin City School District Board of Trustees to order at 7:04 p.m.

Call to Order

Trustee Thornton led the Pledge of Allegiance.

Pledge of Allegiance

M/s/c Thornton/Todd Gallardo/all to approve agenda order

Agenda Order

None

Public Comment

EDUCATION

EDUCATION

Principal Baatin's report for Bayside Elementary School and Martin Luther King, Jr. Academy included information on:

Principal's Report-
Bayside & MLK

- Teachers' analysis and writing plan
- Excitement of the first two day of school; K-2 is full
- Students/staff adjustments for construction
- Paxton Patterson work stations already in use.

Trustee Clark requested to know the number of students per grade and how many are new to the District to help the Board analyze growth management and maintaining of standards.

No report.

SSC/PTA Report

Treasurer Clark Warden reported for Willow Creek Academy that:

WCA Report

- Enrollment of about 151, still in flux
- Three new board members
- A new teacher has been hired.

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Ms. Megan Bolduc, Summer School Principal, reported on Summer School 2008: Enrollment (33), criteria for recommendation, class focus and activities, assessments and enrichment. A variety of offerings made summer school both instructional and fun! Ms. Bolduc was thanked for enthusiasm and efforts.

Summer School Report

Superintendent Bradley reported that the District is beginning board policy and administrative regulations review and updates in preparation for the next Categorical Program Monitoring (CPM) review. Trustee Clark explained that modifications to BP/AR 0420, 0420.1, 0420.2 are attributable to No Child Left Behind, (NCLB).

BP/AR 0420 School Plans/Site Councils

The Board conducted a first reading of revised BP/AR 0420 School Plans/Site Councils. The second reading and action will be agendized on September 25, 2008.

The Board conducted a first reading of new BP/AR 0420.1 School-Based Program Coordination. The second reading and action will be agendized on September 25, 2008.

BP/AR 0420.1 School-Based Program Coordination

The Board considered termination of BP 0420.2 School Improvement Program which has been replaced by BP 0420.1 School Based Program Coordination. Final action will be agendized on September 25, 2008.

BP 0420.2 School Improvement Program

Trustee Clark and Superintendent Bradley reviewed that in view of charter school discussions that will take place in the 2008/2009 school year, it is prudent to update existing board policy and administrative regulation, based on recommendations from the California School Boards Association (CSBA) for keeping policies current, and on what is advised by legislation changes. Superintendent Bradley noted that the highlighted areas were proposed changes to existing policy. Trustee Clark added that there have been numerous conversations at all levels about district/charter school relationships in the past couple years.

BP 0420.4 Charter Schools

The Board conducted a first reading of revised BP 0420.4 Charter School. The second reading and action will be agendized on September 25, 2008.

Clark Warden, WCA Director noted that the board policy document links the MOU to the charter; he did not think they should be linked because the MOU is short term and the charter is long term. Mr. Warden requested to know when discussions would begin; he was asked for written clarity on his request.

Gerry Klor, Director of Special Education, reported that in conjunction with the District's participation in SELPA, policies must be periodically updated to comply with new/revised state and federal regulations.

The Board conducted a first reading of revised Board Policy and new Administrative Regulations 0430 Comprehensive Local Plan for Special Education with Gerry Klor, Director of Special Education. The second reading and action will be agendized on September 25, 2008.

BP 0430 Comprehensive Local Plan for Special Education

State law requires that each local agency with decision-making authority review its Conflict of Interest Code every two years and update it if needed.

M/s/c Thornton/Todd Gallardo/all to approve Board Policy and Administrative Regulations 2260, Incompatible Activities and Conflict of interest as currently worded. No amendment is required.

BP/AR 2260
Incompatible Activities
and Conflict of Interest

M/s/c Thornton/Todd Gallardo/all to assure and certify to the California State Board of Education that the LEA has no policy that prevents, or otherwise denies participation in, constitutionally protected prayer in public schools.

Certification of
Constitutionally
Protected Prayer

BUDGET

Clark Warden reviewed that Willow Creek Academy:

- Finished 2007/2008 solvent
- Was on-target from a budget standpoint
- Would provide a more formal report following October financial statements

BUDGET

WCA Financial Report

Trustee Trotter noted today's announcement of certain types of funding to be withheld from school districts, pending state budget approval.

FACILITIES

Harold Oden, Director of Facilities and Operations', report included information on completed summer projects:

- Deep cleaning all classrooms and offices
- Phase #3 Konnie Knudsen Baseball field
- Willow Creek Academy portable drainage project
- Repair concrete Bayside Tree House & Willow Creek Academy Room 25
- Repaired tile floor in boy's restroom in Garden Building
- Irrigation line from well to baseball field.
- Carpet cleaning at MLK
- Phase 2 Landscaping at Kpod
- Lunch program moved to portable

FACILITIES

Monthly Maintenance
Report

Harold Oden, reported on and presented committee recommendations from the August 20, 2008 meeting of the Board's Standing Committee on Facilities:

Facilities Committee
Report and
Recommendations

MLK MS Sonitrol Proposal: Harold Oden presented the Sonitrol security system. *Facility Subcommittee recommendation for consent agenda approval, funding source QZAB Bond.*

Bayside Elementary Phase 3 Outfield Restoration Project Reimbursement Request: Harold Oden presented the additional service request for \$4,156.46 for the Phase 3 Konnie Knudsen baseball field:

M/s/c Trotter/Thornton/all to approve Jack Schwartz additional service request of \$4,156.46 for the completion of Phase 3 Konnie Knudsen baseball field.

Harold Oden discussed that the Facilities Sub-Committee recommended allocation from Fund 17 to pay additional service request.

M/s/c Trotter/Thornton/all to allocate Fund 17 to pay for the additional service request of \$4,156.46 for the completion of Phase 3 Konnie Knudsen baseball field

Willow Creek Academy Baserock Additional Cost: Harold Oden discussed that the Facilities Sub-Committee recommended allocation from Fund 17 to pay for WCA baserock additional cost.

M/s/c Trotter/Thornton/all to allocate Fund 17 to pay for WCA baserock additional cost.

Authorization of Notice of Completion of the Willow Creek Academy Drainage Project

M/s/c Todd Gallardo /Thornton/all to approve the Notice of Completion of the Willow Creek Academy Drainage Project.

Discussion to have the District purchase a lawnmower for the Little League to use.

BOND

Trustee Clark reported on and presented committee recommendations from the August 20, 2008 meeting of the Board's Standing Committee on Facilities. Two items will be addressed separately concerning cost.

- Kpod Project Cal Pacific Notice of Completion: *Facility Subcommittee recommendation for consent agenda approval.*
- Bayside Multi Purpose Building Renovation Project Inspector of Record services: Bruce Mansell, Inspector of Record for \$24,500. *Facility Subcommittee recommendation for consent agenda approval.*
- Bayside Multi Purpose Building Renovation Project budget review: Judy Long of Turner CM reviewed the Bayside Multi Purpose Building Renovation Project budget of \$1,693,600, approximately \$100,000 below budget. Discussion only, no action taken.
- MLK MS Project Administration Office carpet and Multi-use Building sheet vinyl flooring application: *Facility Subcommittee recommendation of the administration area C&A carpet tile for consent agenda approval.*
- MLK MS Project Administration Office carpet and Multi-use Building sheet vinyl flooring application: For Board consideration, Facility Subcommittee recommendation of the multi-use building sheet vinyl Lonseal Performa flooring application for approximately \$42,900. The actual price is \$45,913 and is

Authorization of Notice of Completion of the Willow Creek Academy Drainage Project

BOND

Facilities Committee Report and Recommendations

agenda item #20 to be discussed.

- MLK MS Project updates: Administration/classroom building second floor accessibility after hours cannot be blocked off, Facilities Subcommittee recommended provision for user to provide a security officer during facility rental period.
- MLK MS Project proposed changes: Judy Long reviewed proposed changes for the MLK MS Project.
- For Board consideration, Facility Subcommittee direction concerning the MLK MS concrete floor finish
- MLK MS Project Multi-use Building audio visual and stage lighting system: Judy Long of Turner CM reviewed the Multi-use Building audio visual and stage lighting system options. *Facility Subcommittee recommendation using QZAB funds for the AV and stage lighting option for consent agenda approval.*

MLK MS Project Multi-use Building Sheet Vinyl Lonseal Performa Flooring Application: Recommendation from the Standing Committee of the Board of Trustees on Facilities on August 20, 2008. Tim Craig of VBN distributed to the Board to review the thickness and durability of the Lonseal Performa compared to the marmoleum flooring.

MLK MS Project Multi-use Building Sheet Vinyl Lonseal Performa Flooring Application

M/s/c Thornton/Trotter/all to accept the Lonseal Performa flooring for \$45,913 for the MLK MS multipurpose room.

MLK MS Project Concrete Floor Finish: Judy Long of Turner CM reviewed the previously approved carpet in the administration area and now approved Lonseal vinyl flooring in the multipurpose room. She stated that on July 24th the Board approved Alternate one without pricing. At the August 20th Facility Subcommittee Meeting, a more defined pricing of \$53,000 was presented and at that time the committee decided not to go forward with Integral Color Concrete flooring. The hallways, atrium areas are stained concrete. Judy asked for direction concerning placing VCT in classrooms or proceeding with the original base bid of sealed concrete in the classroom floors.

MLK MS Project Concrete Floor Finish

Trustee Clark spoke of frustration without good documentation of pricing. Trustee Clark recommended that Superintendent Bradley be authorized to approve any amount of \$10,000 or less after confer with Facility Subcommittee via email. Cumulative Items cannot total \$40,000 during one submittal.

Discussion concerning the price per square foot of VCT in the classrooms, the credit for floor protection, stain and sealer and the barrier treatment on the poured concrete to prepare for the VCT finish.

Tim Craig of VBN recommended that the Board consider change order 12.1 in whole that costs the carpet in administration area and VCT in classrooms for \$36,943. Do not try to separate out the change order 12.1 into two separate costs. Bob Alten stated that the Board should realize that concrete will crack and they cannot fully protect it..

M/s/c Trotter/Thornton/all for approval of change order 12.1 for the total amount of \$36,943 for carpet tile in the administration area and

VCT in the classrooms in the MLK MS buildings. Approval of change order 13.1 for the Lonseal Performa in the MLK MS multipurpose room of \$45,913. The total amount for the two change orders is \$82,856.

BAES MPR Renovation Project Acoustical Noise Transfer and Alternate Lighting Package: Cory Creath of AXIS Architects discussed that AXIS issued Bulletin #1 to the General Contractor M.A. Davies for pricing on the alternate package of ceiling acoustical noise transfer and alternate lighting package. M.A. Davies could not provide an engineer to price the sprung system. Cory Creath asked the Board if AXIS should keep going for \$5,500 for their structural consultant ZFA to do the engineering, or have the manufacturer of the sprung hung ceiling provide an engineering cost.

Trustee Clark stated that the Board would need to get the numbers before approval and to bring it to the Facility Subcommittee on September 10th.

Item is tabled.

BAES MPR
Renovation Project
Acoustical Noise
Transfer and Alternate
Lighting Package

CONSENT AGENDA

CONSENT AGENDA

M/s/c Roll Call Trotter/ Todd Gallardo/ 4Ayes 0Noes to approve or accept the following:

- Minutes of the special meeting of June 26, 2008 of the Board Standing Committee on Facilities
- Minutes of the July 9, 2008 meeting of the Facilities Committee
- Minutes of the regular meeting of July 17, 2008
- Minutes of the special meeting of July 24, 2008
- Minutes of the August 20, 2008 meeting of the Facilities Committee
- Supplemental Funding Agreement between Sausalito Marin City School District and Willow Creek Academy for the 2008/2009 school year
- Payment of warrants under:
 - Batch 01 Fund 01 in the amount of \$22,855.94
 - Batch 01 Fund 13 in the amount of \$3,836.11
 - Batch 01 Fund 21 BOND in the amount of \$1,012,203.07
 - Batch 02 Fund 01 in the amount of \$35,389.05
 - Batch 02 Fund 21 BOND in the amount of \$33,778.99
 - Batch 03 Fund 01 in the amount of \$18,528.85
 - Batch 04 Fund 01 in the amount of \$52,509.22
 - Batch 05 Fund 01 in the amount of \$24,883.28
 - Batch 05 Fund 13 in the amount of \$222.07
 - Batch 06 Fund 01 in the amount of \$5,629.53
 - Batch 06 Fund 21 BOND in the amount of \$1,006.44
 - Batch 07 Fund 01 in the amount of \$45,701.63
 - Batch 08 Fund 01 in the amount of \$11,306.77
 - Batch 08 Fund 21 BOND in the amount of \$47,828.29
 - Batch 09 Fund 01 in the amount of \$26,408.38
 - Batch 09 Fund 21 BOND in the amount of \$13,818.16
 - Batch 10 Fund 01 in the amount of \$42,630.00
 - Batch 10 Fund 21 BOND in the amount of \$39,048.99
 - Batch 11 Fund 01 in the amount of \$18,508.14
 - Batch 11 Fund 21 BOND in the amount of \$1,839.84
 - Batch 12 Fund 01 in the amount of \$14,413.16

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- MLK MS Sonitrol Proposal, Funding Source QZAB Bond
- Kpod Project Cal Pacific Notice of Completion
- Bayside Multi Purpose Building Renovation Project Inspector of Record services
- MLK MS Project Administration Office carpet tile flooring application

- MLK MS Project Multi-use Building audio visual and stage lighting system using QZAB funds
- Employment of Yvonne West as a 5th grade teacher, full time, effective August 21, 2008
- Employment of Shayla Davis as a 6 hour/day Classroom Aide, effective August 27, 2008

ADMINISTRATIVE AND EXTERNAL

Superintendent Bradley noted that it is common practice after a budget submittal for the Marin County Office of Education to send a letter to each Board President. She shared the letter of August 15, 2008 to Ms. Whitney Hoyt, President, from MCOE regarding their review of the District's 2008/2009 budget.

Superintendent Bradley reviewed a letter of July 27, 2008 to School Board Members from Donald P. Ford regarding the Willow Creek Academy portable classroom area and vegetation. Orlando Lobo, President for Willow Creek Academy indicated he would respond on the question of the portable if Mr. Ford would write to Willow Creek. Trustee Clark requested more information from staff regarding the eucalyptus trees before responding.

Superintendent Bradley presented 2008/2009 staff assignments, made in collaboration with Cherisse Baatin, for Bayside Elementary School and Martin Luther King, Jr. Academy. One position for bus driver/custodian has yet to be filled. Contract service is still being used.

M/s/c Thornton/ Todd Gallardo/all to relocate the October 23, 2008 Student Academic Achievement Awards Night and Board meeting to The Bay Model located at 2100 Bridgeway in Sausalito. The Bayside Multipurpose Room, which is normally used, will be closed for modernization until December.

M/s/c Todd Gallardo/Trotter/all to approve the 2006/2007 School Accountability Report Cards for Bayside Elementary, Martin Luther King, Jr. Academy and Willow Creek Academy.

Board members were asked to contact the Superintendent's Secretary if they wish to attend the kickoff for Marin County School Board Association and Marin Association of Superintendents (MAS/MCSBA) scheduled for September 17th from 5:30-7:30pm at San Rafael Joe's.

None

Trustee Todd Gallardo reported a need for volunteers at the Art Festival pizza shack.

**ADMINISTRATIVE
AND EXTERNAL**

MCOE Budget Review Letter

Donald P. Ford Letter

Staff Assignments

Board Meeting
Relocation for
10/23/08

School Accountability
Report Cards
2006/2007

Kickoff for
MAS/MCSBA

President's Report

Board Reports


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Superintendent Bradley reported that the school year was off to a strong start and that the After School Program had been launched.

Superintendent's Report

M/s/c Trotter/Thornton/all to adjourn at 9:17 pm. Trustee Trotter requested that the minutes reflect that August 28, 2008 is both the 45th anniversary of the "I Have a Dream" speech by Dr. Martin Luther King, Jr. and the night that Barrack Obama accepted the Democratic nomination for President of the United States.

ADJOURNMENT

Clerk  Date 1/29/09

Secretary _____

FUTURE BOARD MEETING DATES

FUTURE BOARD MEETING DATES

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

September 10 Wednesday
September 25
October 9*
October 23
November 13 One meeting in November due to holidays
December 11 One meeting in December due to holidays

UPCOMING EVENTS/IMPORTANT DATES

UPCOMING EVENTS/IMPORTANT DATES

September 1 Labor Day; No School
September 17 Marin County School Boards Association
 Kick-Off Meeting
September 23 Back to School Night – Bayside
September 24 Back to School Night – MLK
October 23 Student Achievement Awards Night
November 3 & 4 Parent Student Teacher Conferences –
 MLK
October 31 Halloween Parade - Bayside
November 3 & 4 Minimum Day – MLK
November 11 Veterans Day; No School
November 26 Minimum Day – MLK & Bayside
November 27/28 Thanksgiving Recess
December 1 & 2 Parent Student Teacher Conferences -
 Bayside
December 1 & 2 Minimum Day – Bayside
December 4/6 CSBA Annual Conference, San Diego
December 19 Minimum Day – MLK & Bayside
December 22/January 2 Winter Recess
December 25 Christmas Day
December 26 Classified In Lieu Holiday
January 1 New Years Day
January 5 Students Return

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FUTURE CHARTER SCHOOL BOARD MEETING DATES

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

FUTURE CHARTER SCHOOL BOARD MEETING DATES

- September 17, 2008
- October 15, 2008
- November 19, 2008
- December 17, 2008
- January 21, 2009
- February 11, 2009 2nd Wednesday due to holiday
- March 18, 2009
- April 8, 2009 2nd Wednesday due to holiday
- May 20, 2009
- June 17, 2009