

**SAUSALITO MARIN CITY SCHOOL DISTRICT
BOARD MEETING MINUTES
October 11, 2012**

ATTENDANCE

Board Members Present: William Ziegler, Shirley Thornton, Ed. D., Karen Benjamin,
Thomas Newmeyer arrived at 5:15 pm
Superintendent: Valerie Pitts, Ed. D.

The meeting was called to order at 5:07 p.m.

M/s/c Thornton/Ziegler/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 5:08 p.m.

RECONVENE TO OPEN SESSION

Open session reconvened at 5:35 p.m.

Report Out from Closed Session

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

Pledge of Allegiance

Forrest Corson led the Pledge of Allegiance.

PERSONS WISHING TO ADDRESS THE BOARD PRIOR TO OPEN SESSION

There was no public comment.

GOVERNANCE/PLANNING

Board Vacancy

Board Trustee Candidate Interviews

Superintendent Pitts issued sample questions to board members and candidate, Mr. Joshua Barrows. She explained the process for selection, all of which will take place in Open Session.

Board members selected questions (1, 2, 3, 4, 8, 12 and 13) from a list of possible questions.

Mr. Barrow presented a brief overview of his qualifications, his reasons for wanting to become involved in the school district, and then responded to questions asked by each board member.

Board members completed ballots which were tallied by President Newmeyer and verified by Trustee Benjamin.

President Newmeyer announced the unanimous agreement of the board to appoint Mr. Joshua Barrow to the Board of Trustees. Superintendent Pitts administered the Oath of Office. Mr. Barrow was welcomed and seated immediately at the board table.

REPORTS

Trustee Reports

President Newmeyer presented a plan to reach out and encourage parents to make financial pledges to their school district. Mr. Newmeyer pledged \$1,000 to begin. Detail will be forthcoming.

Trustee Thornton reported attending the Annual First 5 Breakfast Meeting last Friday where Delaine Easton and Mary Jane Burke were key speakers.

Superintendent's Report

Superintendent Pitts reported that it has been a busy week; she thanked administrators for being receptive.

School Site Administrator Reports

Daniel Norbutas, Chief Academic Officer and Martin Luther King, Jr. Academy Principal, reported on:

- Yesterday's district-wide staff meeting, which was focused on technology for staff
- Ujima Festival at MLK, Saturday, October 20; everyone is invited to attend.

Mr. Norbutas noted that in general, MLK students are doing great; administrators are spending more time with some students to make them more effective in the classroom. For students who require more time, Trustee Thornton requested being able to clearly identify how and who helps each child. Assistant Principal, Tenisha Tate, is working on that.

Jonnette Newton, Bayside Elementary Principal, reported on:

- Today's field trip to the Tolay Fall Festival, Tolay Lake Regional Park in Petaluma, attended by students in grades K, 1 & 2 (about 40 students), 20 parents and classroom volunteers. The students had a great learning experience.
- A Worm Party earlier this week as part of project-based learning.

Tenisha Tate, Assistant Principal, reported on the Kindergarten families' camping experience at Jellystone Park near Sacramento, September 28-30. Fourteen of seventeen families (82%) spent a weekend of bonding and sharing activities. Workshops for parents were included. This event was co-sponsored by Marin City Health and Wellness and the school district.

Carol Cooper, Head of School for Willow Creek Academy, reported on:

- WCA's new partnership with the Discovery Museum as one of four schools working on a pilot program
- The upcoming creek restoration project, a fall cleanup – contact WCA for details; everyone is invited.

FACILITIES

Facilities

Superintendent Pitts reported that work has been progressing and distributed a proposal in support of creating a K-8 program at Martin Luther King Jr. Academy. She asked the board to discuss/approve the proposal to go forward with the education program and model. The board reviewed the proposal.

Motion

M/s/c Ziegler/Benjamin to 1) approve an application to seek project funding from the Marin Community Foundation with terms as outlined in the proposal [a 30 year loan at 4% interest] and, 2) proceed to obtain necessary schematic designs, with alternatives, including architectural drawings and a proposal for what facilities might look like.

Public Comments

- Ellen Franz asked how, if there are only 4 additional classrooms planned, the Reading Partners intervention program, which needs a classroom of its own, would be sustained. She added that Bayside staff have created an amazing resource center for teachers - will there be room?
- Caroline Van Alst asked if the motion includes a dollar amount. Trustee Ziegler responded, no, terms will be sought first.
- Trustee Thornton expressed concern for a K-8 model if it cannot be funded.
- Both President Newmeyer and Superintendent Pitts responded that without funding, the district will not go forward with the K-8 model.
- Unidentified woman: Consider population growth and the need for increased space.

Board Discussion

Trustee Barrow stated that he didn't hear commitment to K-8 in the motion; he understands the motion opens the door to possibilities, funding and specifics. Trustee Ziegler responded that both are essential to going forward. President Newmeyer shared that the Marin Community Foundation has a three to four month period to process loan considerations/approvals so it is essential for the board to begin.

Trustee Thornton asked when and how the board would involve the community. They need to feel good about what is taking place. Superintendent Pitts reported that the Action Team (A Team) will address district staff on October 17 and a small group of teachers is already working with the architect. The district is getting ready to bring in the community to address: what do we need; do we have enough space; what is the cost and what does it look like? Trustee Ziegler supported Trustee Thornton's thoughts on bringing in the public. A suggestion was made to send a letter to the community explaining why we are doing this; everyone should receive the same message.

Trustee Ziegler indicated that any project should be expandable as the need arises; he wants to see that in the drawings.

Superintendent Pitts reaffirmed that the district will not begin the project without the money; the budget is tight. Board members agreed.

Trustee Thornton asked what the district would do if there was a cost overrun. Experience has proven that not everything can be planned for or goes as planned. Trustee Ziegler explained that the project would have to be done on a not-to-exceed basis and that a 20% contingency has been discussed.

Motion Amended and Vote

President Newmeyer moved to amend the motion to 3) include a provision to work on the basis of not-to-exceed 3.5 M, and 4) a provision that the district move forward on a campus that we feel good about and that the board approves. Trustees Ziegler and Benjamin agreed to the amendment to their motion.

Call for the vote: All in favor. Motion as amended passed.

MAINTAIN SOUND FISCAL DISCIPLINE AND OPERATIONS

CBEDS Enrollment Report

Paula Rigney, Business Manager, reported CBEDS Enrollment – on October 3, 2012, Bayside/MLK was at 120 and Willow Creek Academy was at 289.

Professional Service Contracts

Superintendent Pitts reviewed present service contracts, which are necessary in a small district, but efforts continue to reduce them. It was noted that the amount shown for legal counsel is more than will ultimately be spent.

PROVIDE SAFE, HEALTHY, POSITIVE LEARNING ENVIRONMENTS

The Board conducted a first reading of updates to suspension and expulsion due process policies to include:

- Board Policy/Administrative Regulation 5144.1 Suspension and Expulsion Due Process
- Administrative Regulation 5144.2 Suspension and Expulsion Due Process Students with Disabilities.

A second reading and action to approve will be agendaized for the November 15, 2012 board meeting.

ENSURE THAT ALL STUDENTS WITHIN SMCS D REACH HIGH LEVELS OF ACHIEVEMENT

Grant Reports

Superintendent Pitts provided an overview of each of the district's current grants provided by the Marin Community Foundation, to include:

- Pre K to 3
- Transforming Schools
- Arts

To a question from Trustee Ziegler, Superintendent Pitts explained what the Transforming Schools Grant covers and she clarified that the grant amount is \$388,000 for the 2012/2013 school year; the amount shown on the board memo is in error.

CONSENT AGENDA

M/s/c - Roll Call Ziegler/Thornton/ Ayes 5 Noes 0 to conduct a second reading of board policies/administrative regulations, and to approve the following consent agenda items:

- Minutes of the regular meeting of September 27, 2012
- Payments of Warrants
- Personnel Action Report
- Field Trip Report
- Williams Quarterly Report
- Board Policy 5131 Conduct
- Board Policy/Administrative Regulation 5145.7 Sexual Harassment.

ADJOURNMENT

Thornton/Ziegler/all to adjourn at 6:55 p.m.

Karen Benjamin 10-25-12
Signature/Date

Board Clerk
Title

FUTURE BOARD AGENDA ITEMS

- API Report
- Library Report
- Grade Level or Program Report
- Study Island Benchmark Assessment Results

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.

- 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 3rd Wednesday of the month at 6:30 p.m.

Upcoming Dates and Important Events

Please visit the District website www.smcsd.org