Response from San Rafael City Schools
To
"*2015-16 Web Transparency Report Card:*
Bringing Marin County's Local Governments to Light"
2015-2016 Marin County Civil Grand Jury Report

R1:

The agency should improve it web transparency score to "B-" or (or better) by updating its website and submitting the appropriate self-evaluation form. The form may be obtained by emailing grandjury-audit@marincounty.org.

Response: Agree

A self-evaluation form has been submitted and is attached to this response. Additionally, to support ease of viewing and access, the content of the self-evaluation form is available below in *Table 1*.

San Rafael City Schools believes that transparency is important and we strive to provide information that is open and accessible through many communication channels, including our website. We found the Grand Jury's best practices and checklist helpful for providing information that is transparent and accessible, and we used it as a guide in making several updates to our site. As noted in our transmittal letter, some of the information the Grand Jury did not find is in fact on the website as a part of our Board meeting agendas.

We will continue to improve the website in a thoughtful way to improve information accessibility to our stakeholders. This process with the Grand Jury to closely examine our website, along with feedback from other groups within our community, has led us to believe that there is a need for the District to consider replacing our current website with a more mobile- and user-friendly site that has updated content and navigation. By reviewing the organization and structure of the website, we will be making great strides in ensure that information is easily accessible.

Table 1: Self-Evaluation Form, Web Transparency Audit for School Districts

Overview	
Mission Statement ("What we do")	URL: http://www.srcs.org/about-srcs
Description of services/functions	URL: http://www.srcs.org/about-srcs
Boundary of service area	URL: http://www.srcs.org/myschool
Budget	
Budget for current fiscal year	URL: http://www.srcs.org/cms/page_view?d=x&piid=&vpid=1435401686280
Budget for the past three years	URL: http://www.srcs.org/cms/page_view?d=x&piid=&vpid=1403688884390 http://www.srcs.org/20132014adoptedbudget http://www.srcs.org/20122013adoptedbudget
Financial Reserves Policy	URL: http://www.srcs.org/cms/page_view?d=x&piid=&vpid=1449653285640
Meetings	
Board meeting schedule	URL: http://www.srcs.org/agendaonline
Archive of Board meeting agendas & minutes for at least the last 6 months	URL: http://www.srcs.org/agendaonline
Elected Officials	
Names & contact info of Board Members	URL: http://www.srcs.org/board
...and terms of office	URL: http://www.srcs.org/board

...and compensation	URL: http://www.srcs.org/board
...and biography	URL: http://www.srcs.org/board
Election procedure and deadlines	URL: http://www.srcs.org/board
Reimbursement and Compensation Policy	URL: http://www.srcs.org/board
Administrative Officials	
Names of general manager and key staff	URL: http://www.srcs.org/management-team
...and contact information	URL: http://www.srcs.org/management-team
... and compensation	URL: http://www.srcs.org/management-team
... and benefits	URL: http://www.srcs.org/management-team
Audits	
Current audit	URL: http://www.srcs.org/business
Audits for the past three years	URL: http://www.srcs.org/business
Contracts	
Current requests for proposals and bidding opportunities, more than $25,000 in value	URL: http://www.srcs.org/rfq
Instructions on how to submit a bid or proposal	URL: http://www.srcs.org/rfq
Approved vendor contracts, more than $25,000 in value	URL: http://www.srcs.org/agendaonline
Public Records	
Online/downloadable Public Records Act (or FOIA) request form	URL:
Revenue Sources	
Summary of fees received	URL: http://www.srcs.org/cms/page_view?d=x&piid=&vpid=1435401686280
Summary of revenue sources	URL: http://www.srcs.org/cms/page_view?d=x&piid=&vpid=1435401686280
Reporting	
School Accountability Report Card [SARC]	URL: http://www.srcs.org/2014-2015SARCs
California Assessment of Student Performance and Progress [CAASPP]	URL: http://www.srcs.org/sbac
California Healthy Kids Survey [CHKS]	URL: http://www.srcs.org/chks

R3:

The agency should update its website to include information of the annual compensation for its elected officials, officers and employees and this information should also be submitted to the Controller, as required by Sections 12463 and 53909 of the California Government Code.

Response: Agree

San Rafael City Schools is committed to transparency and believes in providing information with efficiency and integrity. We recognize the importance of maintaining accurate and consistent reporting and are cautious of creating a redundancy of work in regards to satisfying the request for compensation of elected officials, officers, and employees. Therefore, we have added on our District website information and a link to the state's Transparent California website (http://transparentcalifornia.com).

As also noted on our website, Board members in San Rafael City Schools are not compensated for their public service. Unlike other school district jurisdictions, elected trustees do not receive a monthly stipend or compensation for their term in office. The Board of Education views Board service as a voluntary contribution to the community and per city charter receives no compensation.

San Rafael City Schools

Across the state, district superintendents have been communicating with the State Controller's Office related to the Controller's request to provide compensation information on district staff. Payroll records for San Rafael City Schools are not maintained in a format suitable to comply with the Controller's request. It would create a significant burden and cost in the form of staff time to provide the information in the requested format, and we believe it is an unnecessary cost to the public.

Web Transparency Audit For School Districts

The audit is based on best practices for web transparency using ten (10) criteria (indicated by 🎯). To indicate this website has a specific feature (e.g., "Mission Statement"), copy the website page's URL into the appropriate blank (e.g., "http://mywebsite.com/mission_statement.html"). If the website doesn't have a specific feature, leave the URL blank. A hard-to-find document is not considered "in the spirit of transparency" (i.e., non-searchable document or buried in board minutes).

Since there is no partial credit for scoring, ensure that you have ALL of the features for a criteria on your website.

* Required

District Name *

San Rafael City Schools

District's URL *

http://www.srcs.org

Person Completing This Form *

Christina Perrino

Person Completing This Form's Email *

cperrino@srcs.org

🎯 Overview

Mission Statement ("What we do") (URL)

http://www.srcs.org/about-

Description of services/functions (URL)

http://www.srcs.org/about-

Boundary of service area (URL)

http://www.srcs.org/mysch

🎯 Budget

Budget for current fiscal year (URL)

http://www.srcs.org/cms/p

Budget for the past three years (URL)

http://www.srcs.org/cms/p

Financial Reserves Policy (URL)

http://www.srcs.org/cms/p

🎯 Meetings

Board meeting schedule (URL)

http://www.srcs.org/agend

Archive of Board meeting agendas & minutes for at least the last 6 months (URL)

http://www.srcs.org/agend

🎯 Elected Officials

Names & contact info of Board Members (URL)

http://www.srcs.org/board

...and terms of office (URL)

http://www.srcs.org/board

...and compensation (URL)

As required by AB-2040 ("Compensation of elected officials, officers, and employees: reporting and disclosure"), in effect since January 1, 2015

http://www.srcs.org/board

...and biography (URL)

http://www.srcs.org/board

Election procedure and deadlines (URL)

http://www.srcs.org/board

Reimbursement and Compensation Policy (URL)

http://www.srcs.org/board,

🎯 Administrative Officials

Names of general manager and key staff (URL)

http://www.srcs.org/manag

...and contact information (URL)

http://www.srcs.org/manag

... and compensation (URL)

As required by AB-2040 ("Compensation of elected officials, officers, and employees: reporting and disclosure"), in effect since January 1, 2015

http://www.srcs.org/manag

... and benefits (URL)

http://www.srcs.org/manag

🎯 Audits

Current audit (URL)

http://www.srcs.org/busine

Audits for the past three years (URL)

http://www.srcs.org/busine

🎯 Contracts

Current requests for proposals and bidding opportunities, more than $25,000 in value (URL)

http://www.srcs.org/rfq

Instructions on how to submit a bid or proposal (URL)

http://www.srcs.org/rfq

Approved vendor contracts, more than $25,000 in value (URL)

http://www.srcs.org/agend

🎯 Public Records

Online/downloadable Public Records Act (or FOIA) request form (URL)

🎯 Revenue Sources

Summary of fees received (URL)
Examples: sewer hookup fee or charge for services

http://www.srcs.org/cms/p

Summary of revenue sources (URL)
Examples: taxes, grants, and bonds

http://www.srcs.org/cms/p

🎯 Reporting

School Accountability Report Card [SARC] (URL)

http://www.srcs.org/2014-

California Assessment of Student Performance and Progress [CAASPP] (URL)

Based on Common Core Standards

http://www.srcs.org/sbac

California Healthy Kids Survey [CHKS] (URL)

http://www.srcs.org/chks

? Comments

Comments about this district's website

Dear Mr. Mann and the Marin County Civil Grand Jury:

Thank you for your inquiry regarding San Rafael City Schools' website. We appreciate your efforts to increase the transparency and quality of Marin school district information provided to the public via websites.

We agree that transparency is important and strive to provide information that is open and accessible through many communication channels. In addition to our website, we have a variety of ways in which information is communicated to parents, staff, students and community residents. For example, our open Board of Education meetings are a crucial element to maintaining transparency.

Some information not initially found by the Grand Jury is available, but may be found in other areas. An example includes vendor contracts, which are contained on the Board of Education meeting agendas and minutes when they are brought forward for approval.

We found your best practices and checklist helpful for providing information that is transparent and accessible, and we used it as a guide in making updates to our site.

Should you have any questions, please contact me at superintendent@srcs.org or 415-492-3233.

Sincerely,

Michael Watenpaugh, Ed.D.
Superintendent

Submit

Never submit passwords through Google Forms.

Report Abuse - Terms of Service - Additional Terms