

SAN RAFAEL CITY SCHOOLS AGENDA ONLINE MINUTES

Regular Meeting- SRCS Board of Education

December 14, 2015 6:00 PM

District Office - Boardroom

310 Nova Albion Way

San Rafael, CA 94903

Attendance Taken at 5:05 PM:

Present:

Linda Jackson

Greg Knell

Ms. Maika Llorens Gulati

Natu Tuatagaloa

Absent:

Rachel Kertz

I. OPEN SESSION/ROLL CALL 5:00 PM

Minutes:

In the absence of President Kertz, Vice President Knell convened the meeting to Open Session at 5:05 PM.

II. PUBLIC COMMENT on Closed Session

Minutes:

None.

III. CLOSED SESSION

Minutes:

Pursuant to Government Code Sections 54957.6 and 54957 the Board adjourned to Closed Session at 5:06 PM.

III.1. GOV. CODE 54957.6: (ESD/HSD) Conference with Labor Negotiator:

Name of Agency Negotiator: Michael Watenpaugh, Robert Pasley, Chris Thomas

Employee Organization/Title: SRFT, SRTA, CSEA, SUPERINTENDENT

**III.2. GOV. CODE 54957: PUBLIC EMPLOYEE APPOINTMENT: (HSD) Assistant Principal;
(ESD/HSD) Director of Maintenance and Operations**

**III.3. GOV. CODE 54957 PUBLIC EMPLOYEE PERFORMANCE EVALUATION: Superintendent
(ESD/HSD)**

IV. RETURN TO OPEN SESSION

Minutes:

Vice President Knell reconvened the meeting to Open Session at 6:06 PM.

Administrators in the audience were Mimi Melodia, Dr. Dan Zaich, Christina Perrino Zechinni.

V. PLEDGE OF ALLEGIANCE

Minutes:

Mimi Melodia led the Pledge of Allegiance.

VI. SPECIAL RECOGNITION

VI.1. Recognition of 2015 Board President Natu Tuatagaloa

Motion Passed: Passed with a motion by Linda Jackson and a second by Ms. Maika Llorens Gulati.

Yes Linda Jackson

Absent Rachel Kertz

Yes Greg Knell

Yes Ms. Maika Llorens Gulati

Yes Natu Tuatagaloa

Minutes:

Superintendent Watenpaugh presented trustee Natu Tuatagaloa with an engraved memento in recognition of his leadership as Board President these past 2 years, thanking him for his guidance and expertise with technology and facilities issues, and for his wise counsel and advice.

VII. STUDENT BOARD REPORTS

Minutes:

Hei-Lee Ingrande-Edwards, Madrone HS:

- The College of Marin will be offering a Counseling 133 course on the Madrone HS campus in 2016.
- All Madrone students visited the Santa Rosa Junior College campus on December 4. The bus was paid for by 10,000 Degrees.
- She reported on College and Career night.
- Final exams are this week.

VIII. PUBLIC COMMENT ON NON-AGENDIZED ITEMS

(Public comment on items that appear on the agenda will be taken at the time the item is addressed by the Board.)

Minutes:
None.

IX. SPECIAL REPORT

IX.1. UPDATE: (ESD/HSD): Labor Unions: CSEA, SRTA, SRFT

Minutes:
SRTA:

Molly O'Donoghue, on behalf of SRTA, inquired about the criteria for reviewing the evaluation tool for the superintendent. She noted that membership is looking forward to the superintendent joining their SRTA rep meeting tomorrow.

CSEA:

No update at this time.

SRFT:

No update at this time.

IX.2. UPDATE: (ESD/HSD) Local Control and Accountability Plan (LCAP)

Minutes:

Dr. Zaich reviewed the proposed LCAP timeline and next steps. This year's focus will be on implementation and data. Staff have been attending LCAP training meetings at MCOE and holding weekly meetings across departments, working together to identify necessary metrics.

Dr. Zaich and Ms. Perrino reviewed a process for adoption of the LCAP, and the development of an LCAP Stakeholder Task Force. Student focus groups to include the student voice will be held; identifying student reps will be important to do soon. The first Parent Advisory Committee (PAC) meeting was held last week to gather their feedback on the process. Ms. Perrino shared copies of the infographic that the PAC reviewed. Trustee Jackson noted there was nothing referencing student achievement on the infographic. Trustee Knell requested that the percentage of African American students be shown as part of the breakdown of student population, and Trustee Jackson suggested the foster youth subgroup also be added. Trustee Llorens Gulati shared parent comments from the PAC: need to receive data prior to future meetings, define key metrics to measure; make sure the groups are open to the community. The LCAP Stakeholder Engagement meeting will be January 26th with others to follow.

IX.3. UPDATE: (ESD/HSD) Facilities Report

Minutes:
CBO Thomas reported:

- Staff did a great job of preparing for the big storm from this past weekend.

- A section of concrete came loose from a TL storage room wall. Testing is being done to determine structural soundness of the rest of the wall.

-- The new Director of Maintenance and Operations will be starting tomorrow. Interim Director Don Pitsenbarger is providing orientation.

-Trash compactors at San Pedro and Venetia Valley will be replaced. Staff working on strategies to address issues with filled milk containers being thrown into the compactors.

X. CONSENT AGENDA: (All items appearing on the Consent Agenda are approved in one action by the Board. Trustees, staff or members of the public may request that an item be pulled for discussion prior to Consent Agenda approval.)

Minutes:

Trustee Jackson requested items #1 and 16 be pulled for discussion.

Trustee Llorens Gulati requested item #11 be pulled for discussion.

Trustee Tuatagaloa requested items #5 and 6 be pulled for discussion.

X.1. BOARD BUSINESS: (ESD/HSD) Approval of Minutes: Regular Meeting of November 16, 2015

Motion Passed: Approval of the minutes for the regular meeting of November 16, 2015. Passed with a motion by Linda Jackson and a second by Ms. Maika Llorens Gulati.

Yes Linda Jackson

Absent Rachel Kertz

Yes Greg Knell

Yes Ms. Maika Llorens Gulati

Yes Natu Tuatagaloa

Minutes:

Trustee Jackson noted a correction to be made to the minutes for November 16. In the section "Future Agenda Items" her request was to receive information about MMWD rates, not a request for an agenda item.

X.2. PERSONNEL (ESD): Approval of Elementary School District Personnel, Certificated/Classified

Motion Passed: Approval of all hiring, terminations, transfers, and retirements of employees in the Elementary School District. Passed with a motion by Linda Jackson and a second by Ms. Maika Llorens Gulati.

Yes Linda Jackson

Absent Rachel Kertz

Yes Greg Knell

Yes Ms. Maika Llorens Gulati

Yes Natu Tuatagaloa

X.3. PERSONNEL (HSD): Approval of High School District Personnel, Certificated/Classified

Motion Passed: Approval of all hiring, terminations, transfers, and retirements of employees in the High School District. Passed with a motion by Linda Jackson and a second by Ms. Maika Llorens Gulati.

Yes Linda Jackson

Absent Rachel Kertz

Yes Greg Knell

Yes Ms. Maika Llorens Gulati

Yes Natu Tuatagaloa

X.4. PERSONNEL (JOINT): Approval of Joint School District Personnel, Certificated/Classified

Motion Passed: Approval of all hiring, terminations, transfers, and retirements of employees in the Joint School District. Passed with a motion by Linda Jackson and a second by Ms. Maika Llorens Gulati.

Yes Linda Jackson

Absent Rachel Kertz

Yes Greg Knell

Yes Ms. Maika Llorens Gulati

Yes Natu Tuatagaloa

X.5. X.4. PERSONNEL: (ESD/HSD) Approval of New Job Description for Bond Project Manager, Business Office

Motion Passed: Approval of the Job Description Passed with a motion by Natu Tuatagaloa and a second by Linda Jackson.

Yes Linda Jackson

Absent Rachel Kertz

Yes Greg Knell

Yes Ms. Maika Llorens Gulati

Yes Natu Tuatagaloa

Minutes:

At trustee Tuatagaloa's request, CBO Thomas provided additional information about the project management job description, noting this position can be charged to bond funds and does not preclude the district from hiring a construction manager. This position will report to the CBO.

X.6. VIII.4. PERSONNEL: (ESD/HSD) Approval of Revised Certificated Substitute Daily Rates for the San Rafael City Schools Elementary & High School Districts

Motion Passed: Approval of the revised certificated substitute daily rate. Passed with a motion by Linda Jackson and a second by Ms. Maika Llorens Gulati.

Yes Linda Jackson

Absent Rachel Kertz
Yes Greg Knell
Yes Ms. Maika Llorens Gulati
Recuse Natu Tuatagaloa

Minutes:

In response to trustee Tuatagaloa's questions, CHRO Pasley responded that the rate increase was determined by looking at neighboring districts in the county. A countywide committee met with the goal to get to \$150 countywide. SRCS's goal is to get to \$150 by next July. CBO Thomas noted that after 20 work days subs go onto the salary schedule.

There was comment from the audience noting the importance of making the effort to attract higher quality subs, sharing her view that sub quality is the #1 parent issue.

Trustee Jackson noted she needed to leave the meeting at 6:50 pm, and requested that item X.16 Ratification of the Superintendent's Contract be moved up on the agenda. Trustee Llorens Gulati seconded the request.

X.7. FINANCE: (ESD) Ratification of Warrant Register for Warrants Issued November 1, 2015 through November 30, 2015 by the San Rafael Elementary School District

Motion Passed: Ratify the Elementary District warrants for November 2015. Passed with a motion by Linda Jackson and a second by Ms. Maika Llorens Gulati.

Yes Linda Jackson
Absent Rachel Kertz
Yes Greg Knell
Yes Ms. Maika Llorens Gulati
Yes Natu Tuatagaloa

X.8. FINANCE: (HSD) Ratification of Warrant Register for Warrants Issued November 1, 2015 through November 30, 2015 by the San Rafael Elementary School District

Motion Passed: Ratify the High School District warrants for November 2015. Passed with a motion by Linda Jackson and a second by Ms. Maika Llorens Gulati.

Yes Linda Jackson
Absent Rachel Kertz
Yes Greg Knell
Yes Ms. Maika Llorens Gulati
Yes Natu Tuatagaloa

X.9. FINANCE: (ESD/HSD) Approval of Disposal of Obsolete Equipment/Textbooks for the San Rafael City School District

Motion Passed: Approval of the disposal of obsolete equipment. Passed with a motion by Linda Jackson and a second by Ms. Maika Llorens Gulati.

Yes Linda Jackson
Absent Rachel Kertz
Yes Greg Knell

Yes Ms. Maika Llorens Gulati
Yes Natu Tuatagaloa

X.10. FINANCE:(HSD) Approval of Certified Athletic Trainer Agreement for Services from November 2, 2015 to November 2, 2016

Motion Passed: That the Board approves this agreement. Passed with a motion by Linda Jackson and a second by Ms. Maika Llorens Gulati.

Yes Linda Jackson
Absent Rachel Kertz
Yes Greg Knell
Yes Ms. Maika Llorens Gulati
Yes Natu Tuatagaloa

X.11. FINANCE: (ESD) Approval of Annual Accounting of Developer Fees for the San Rafael Elementary School District 2014-15 Fiscal Year

Motion Passed: Approval of annual accounting of ESD Developer Fees for the 2014-15 fiscal year. Passed with a motion by Ms. Maika Llorens Gulati and a second by Natu Tuatagaloa.

Absent Linda Jackson
Absent Rachel Kertz
Yes Greg Knell
Yes Ms. Maika Llorens Gulati
Yes Natu Tuatagaloa

Minutes:

CBO Thomas provided additional information regarding the accounts charged for the master facilities plan, in response to questions from trustee Llorens Gulati.

X.12. FINANCE: (HSD) Approval of Annual Accounting of Developer Fees for the San Rafael High School District 2014-15 Fiscal Year

Motion Passed: Approval of the annual accounting of the HSD Developer Fees for the 2014-15 fiscal year. Passed with a motion by Linda Jackson and a second by Ms. Maika Llorens Gulati.

Yes Linda Jackson
Absent Rachel Kertz
Yes Greg Knell
Yes Ms. Maika Llorens Gulati
Yes Natu Tuatagaloa

X.13. EDUCATION SERVICES: (ESD) Approval of Memorandum of Understanding between San Rafael City Schools, Bahia Vista and Young Imaginations for Music Workshops for the 2015-2016 School Year

X.14. EDUCATION SERVICES: (HSD) Approval of San Rafael High School Cheerleading Team to Participate in the United Spirit Association National High School Spirit Championships, March 17-21, 2016 in Anaheim, California

Motion Passed: Approval of the annual overnight field trip to Anaheim, California for the San Rafael High School Cheerleading Team to participate in the United Spirit Association National High School Spirit Championships, March 17-21, 2016. Passed with a motion by Linda Jackson and a second by Ms. Maika Llorens Gulati.

Yes Linda Jackson

Absent Rachel Kertz

Yes Greg Knell

Yes Ms. Maika Llorens Gulati

Yes Natu Tuatagaloa

X.15. EDUCATION SERVICES: (HSD) Approval of Terra Linda High School Overnight School Sponsored Trip for Mock Trial Invitational in Carmel, California, January 15 - 17, 2016

Motion Passed: The the Board approves of Terra Linda High School Overnight School Sponsored Trip for Mock Trial Invitational in Carmel, California, January 15 - 17, 2016. Passed with a motion by Linda Jackson and a second by Ms. Maika Llorens Gulati.

Yes Linda Jackson

Absent Rachel Kertz

Yes Greg Knell

Yes Ms. Maika Llorens Gulati

Yes Natu Tuatagaloa

X.16. BOARD BUSINESS: (ESD/HSD) Ratification of Amendment to and Extension of the Superintendent's Contract through June 30, 2019

Motion Passed: Ratify the superintendent's contract amendment and extension to June 30, 2019. Passed with a motion by Natu Tuatagaloa and a second by Ms. Maika Llorens Gulati.

Absent Linda Jackson

Absent Rachel Kertz

Yes Greg Knell

Yes Ms. Maika Llorens Gulati

Yes Natu Tuatagaloa

Minutes:

This item was moved up on the agenda by Trustee Jackson to follow item #6.

Trustee Tuatagaloa introduced the item, noting that after the evaluation of the superintendent's performance, he and trustee Kertz, a sub-committee of the Board, entered into negotiations with the superintendent and reported to the Board.

Vice President Knell provided a summary of the amendment to the contract, noting the superintendent has had positive evaluations each of these past 8 years. He noted that Governing Board consultant Gloria Johnston facilitated the superintendent's evaluation in an open and agenda'd public study session. The terms of employment are a rolling 4 year contract with an extension from June 30, 2018 to June 30, 2019, a 2% increase retroactive to July 1, 2015 for an annual salary of \$256,502.62, paid 50% by the elementary district (\$128,251.31) and 50% by the high school district (\$128,251.31). Future compensation increases are now to be tied to the compensation of other employees of the district.

Trustee Jackson thanked trustees Tuatagaloa and Kertz for leading the board through this process. She noted that Dr. Watenpugh has worked hard to meet challenges as he has led systemic changes in an organization with an \$80M budget and 7400 students; one of the largest organizations in San Rafael.

The following individuals addressed the Board on this item:

- Tania Morales, on behalf of CSEA noted that CSEA is in solidarity with SRTA and SRFT regarding concerns expressed having input to the evaluation.

-Molly O'Donoghue - suggested holding after school meetings to allow teachers to attend.

Trustee Tuatagaloa responded to comments by explaining a 2:00 PM meeting was solely driven by board members' availability to meet. There was no intention to exclude teachers. He noted the superintendent's evaluation tool used is the same tool that many other districts in California use. He also noted that the superintendent is the employee of the Board. The Board is bringing the superintendent's salary up to par with other superintendents in the county, after years of not receiving a raise during the economic downturn. Trustee Tuatagaloa remarked the contract was negotiated using industry standard practices.

Trustee Llorens Gulati noted that Dr. Watenpugh is one of only two senior superintendents in the county.

X.17. BOARD BUSINESS: (ESD) Approval of Agreement between Pinnacle Educators and San Rafael Elementary School District for Administrator Coaching and Support for the Period December 1, 2015 to June 30, 2016

Motion Passed: Approval of the agreement Passed with a motion by Linda Jackson and a second by Ms. Maika Llorens Gulati.

Absent Linda Jackson

Absent Rachel Kertz

Yes Greg Knell

Yes Ms. Maika Llorens Gulati

Yes Natu Tuatagaloa

X.18. BOARD BUSINESS: (ESD/HSD) Approval of Out-of-State Travel for Linda M. Jackson to Attend the National School Boards Association Annual Conference and Exposition in

Boston MA, April 9-11, 2016

Motion Passed: Approval of out-of-state travel for trustee Linda M. Jackson to attend the National School Boards Association Annual Conference in Boston, MA, April 9-11, 2016. Passed with a motion by Linda Jackson and a second by Ms. Maika Llorens Gulati.

Yes Linda Jackson
Absent Rachel Kertz
Yes Greg Knell
Yes Ms. Maika Llorens Gulati
Yes Natu Tuatagaloa

XI. DISCUSSION/ACTION SESSION

XI.1. FINANCE: (ESD/HSD) Approval of Receipt of Donations to San Rafael City Schools District

Motion Passed: Acceptance of the donations. Passed with a motion by Natu Tuatagaloa and a second by Ms. Maika Llorens Gulati.

Absent Linda Jackson
Absent Rachel Kertz
Yes Greg Knell
Yes Ms. Maika Llorens Gulati
Yes Natu Tuatagaloa

XI.2. FINANCE: (ESD) Approval of the San Rafael City Elementary School District Budget Revision #1 and the First Interim Report for 2015-16

Motion Passed: Approval of the San Rafael City Elementary School District Budget Revision #1 and the First Interim Report for 2015-16. Passed with a motion by Natu Tuatagaloa and a second by Ms. Maika Llorens Gulati.

Absent Linda Jackson
Absent Rachel Kertz
Yes Greg Knell
Yes Ms. Maika Llorens Gulati
Yes Natu Tuatagaloa

Minutes:

Prior to the discussion of item X1.2, the Board recognized Dr. Zaich who introduced the newly appointed Terra Linda HS assistant principal Rob Celli.

CBO Thomas reviewed the fiscal status of the ESD as of October 31, 2015:

For the unrestricted in the ESD, she reviewed revenue comparisons year to year, ADA projections, and enrollment projections from 99/00 to the current month. Enrollment is beginning to level out in out years; assuming flat Kindergarten enrollment. In response to

questions from trustee Llorens Gulati, Ms. Thomas noted that no significant decline in enrollment is foreseen.

LCFF is less than it was at the adopted budget because of a drop in gap funding. Ms. Thomas pointed out that the district only loses about 2% in funding due to holiday absences.

She reviewed an increase in transportation costs, special education contribution, Chromebook costs, utility costs, field trip transportation, tree removal costs, and copier costs.

In the restricted budget, she reviewed the educator effectiveness grant which will be coming for approval to the Board in January/February. She responded to Trustee Tuatagaloa's questions regarding carryover in mental health.

Ms. Thomas reviewed revenues over expenditures and reported that the district has a positive cash flow and is fiscally solvent in multi-year projections, recommending a positive certification at 1st Interim.

XI.3. FINANCE: (HSD) Approval of the San Rafael City High School District Budget Revision #1 and the First Interim Report for 2015-16

Motion Passed: Approval of the San Rafael High School District Budget Revision #1 and First Interim Report for the 2015-16 Fiscal Year. Passed with a motion by Natu Tuatagaloa and a second by Ms. Maika Llorens Gulati.

Absent Linda Jackson

Absent Rachel Kertz

Yes Greg Knell

Yes Ms. Maika Llorens Gulati

Yes Natu Tuatagaloa

Minutes:

CBO Thomas highlighted differences from the ESD report. Free and reduced and EL growth in the HSD are driving a higher LCFF calculation which is going up faster than local property taxes. Enrollment trends and projections indicate continued growth in the HSD.

Secure taxes are coming in just over 6%. She highlighted changes in salaries, utilities, athletic trainer costs, and capital equipment expenses. In response to questions from trustee Tuatagaloa regarding the differences in the 5900 account in ESD and HSD, she noted that staff will look into it.

Ms. Thomas noted the impact growth is having in the unrestricted budget, with a jump from \$510K to \$1.2M in overspending. She reviewed ADA is up 24 from projections. She noted that maintaining a positive cash flow has been challenging, noting that next year the district may have to consider short-term borrowing through a TRANS. She responded to questions from trustee Knell regarding the affects of a potential reserve cap.

Ms. Thomas highlighted the impact growth is having on district reserves.

Staff recommend a positive certification of the HSD at 1st Interim.

XII. CONFERENCE SESSION

XII.1. Report Out Action from Closed Session

Minutes:

Vice President Knell reported Closed Session action taken:

The Board voted 4-0-1 to approve the appointment of Rob Celli as Terra Linda HS Assistant Principal, by the following vote:

Linda M. Jackson - Yes

Greg Knell - Yes

Maika Llorens Gulati - Yes

Natu Tuatagaloa - Yes

Rachel Kertz - Absent

The Board voted 4-0-1 to approve the appointment of David Pedroli as Director of Maintenance and Operations, by the following vote:

Linda M. Jackson - Yes

Greg Knell - Yes

Maika Llorens Gulati - Yes

Natu Tuatagaloa - Yes

Rachel Kertz - Absent

XII.2. Agenda Items for Future Meetings

Minutes:

Trustee Tuatagaloa requested a copy of the revised list of items for future meetings be provided to the Board.

Vice President Knell noted he will send an email to the Board President and superintendent regarding the necessity to organize a study session on the new law on school district organization.

XII.3. Board Member Reports

Minutes:

Natu Tuatagaloa:

- He attended the SRHS sports banquet.
- He participated in the Governance Team workshop on Dec. 7th.
- He attended a facilities meeting.
- He joined a campaign wrap up luncheon.
- He met recently with Dr. Watenpaugh and County Supervisor Damon Connelly.
- He attended a meeting regarding next steps for the bond.

Maika Llorens Gulati:

- She has been working on coordinating an event with trustee Jackson and Director of English Learner Programs Oscar Medina regarding how schools work in the US for parents.
- She attended the CSBA conference in San Diego; the general session speaker Pedro Nogera's talk about equity, the Latino School Board members luncheon, and a session regarding equity task forces for districts.
- She participated in the December 7th Board workshop; trustees agreed to finish the equity plan for the district.
- She attended the Dec. 9th LCAP PAC meeting at Bahia Vista.
- She visited Davidson and San Rafael HS.
- She attended a Latino Chamber of Commerce luncheon.

Greg Knell:

- He attended two recent JLAC meetings where the reserve cap has been the topic.
- He has been working to get a social host ordinance for Marin County; adding marijuana and prescription drugs.
- He attended the CSBA convention in San Diego.
- He is the first school trustee to be invited to join the Healthy Marin Partnership which sets priorities in health for Marin County; drug use and lack of proper education about drugs is a dangerous health situation in Marin.
- He joined a meeting with Public Works and the Pt. San Pedro committee where they

discussed adding 4 signs to the road, extending the hours of when the speed limit is enforced, restoring parking west of the school driveway, and the return of transit to San Pedro school.

XII.4. Superintendent's Activity Report

Minutes:

Superintendent Watenpaugh reported:

- He attended a meeting with the district calendar committee. The committee discussed adjusting the school calendar for 16-17 to align with other districts in the county for winter, mid-winter and spring breaks.
- He attended CSBA with 4 trustees where he gained information about organizations that work on facilities projects. Opterra Energy will complete an onsite assessment to save energy and money for the district.
- He attended the Board workshop on Dec. 7th where the Board conducted a self-evaluation.
- He met recently with members of the Santa Venetia neighborhood and with Supervisor Damon Connelly on the topic of the MacPhails property.
- He met recently with county superintendent Mary Jane Burke and Don Jen and Marcia Quinones of the Marin Community Foundation regarding grant funds for wraparound services for students in middle grades; up to \$3M.
- Staff met recently to discuss employee recruitment planning in the new year.
- He attended the LCAP PAC meeting on Dec. 9th.
- He joined a meeting at San Rafael HS regarding a joint use project for the soccer fields.
- He met recently with the city manager and police chief regarding an SRO shortage and the impacts.
- He met with San Pedro principal Mimi Melodia and DMS principal Bob Marcucci this month.

XII.4.1. Williams Quarterly Report - October to December, 2015

Minutes:

Superintendent Watenpaugh reported there were no complaints this quarter.

XIII. READJOURNMENT to Closed Session (if necessary)

XIV. NEXT REGULAR MEETING - January 11, 2016

XV. ADJOURNMENT (and Closed Session Report Out, if necessary): 9:00 P.M. (approximate time)

Minutes:

There being no further business Vice President Knell adjourned the meeting at 8:10 PM.

President

Superintendent