

SAN RAFAEL CITY SCHOOLS AGENDA ONLINE MINUTES

Regular Meeting - SRCS Board of Education

January 11, 2016 6:00 PM
District Office - Boardroom
310 Nova Albion Way
San Rafael, CA 94903

Attendance Taken at 6:40 PM:

Present:

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

I. OPEN SESSION/ROLL CALL 6:00 PM

II. PLEDGE OF ALLEGIANCE

Minutes:

Carmen Puga led the Pledge of Allegiance.

III. STUDENT BOARD REPORTS

Minutes:

Jessica Chung, Terra Linda HS:

- Winter Formal was held last week at the JCC; a lovely venue. This event is a fundraiser for the senior class to go to prom.

- Secret Pals week is coming up for teachers and students.

- Events coming up in February are ELE (Everyone Loves Everyone) Week and Valentine's Day.

IV. 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:

There was no public comment on non-agendized items.

V. SPECIAL REPORT

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

Minutes:

CSEA:

Chapter president Carmen Puga noted there has been slow progress after 3 days of labor negotiations; the next session is scheduled for February.

In response to Ms. Puga's comments on negotiations, President Kertz clarified that the Board has not met since the negotiations session and will not have an opportunity to hear an update until the end of this meeting.

SRTA:

No comment at this time.

SRFT:

No comment at this time.

V.2. FINANCE: (ESD/HSD) Approval of Master Facilities Implementation Plan for the San Rafael Elementary and High School Districts

Minutes:

President Kertz reviewed as discussed in the earlier study session, the Board would not be taking action on this item at this meeting. It will be brought back after consideration of the comments and discussion from this evening.

Ms. Kertz invited more public comment and discussion on the Master Facilities Implementation Plan:

- Gina Hagen, Glenwood parent, feedback from Glenwood parents who are looking forward to the prioritization of the work at VV, but concerned about the proposed schedule that puts work at the Glenwood campus toward the end; questions about a potential second bond measure in the future for additional projects that cannot be done with this measure.
- Roger Heller, president of Northridge HOA, will follow up with CBO Thomas with questions regarding the phases for implementation at VV, shared concerns and questions about the size and proximity to neighbor fences of the proposed portables near Edwards.
- Lynn O. Robinett, SRHS and DMS parent, importance of completing the stadium project by December so SRHS students can use their own facility for winter sports next year.
- Molly O'Donoghue, LD, was provided with clarification of the location of the K bathrooms in the portables, in response to her questions.

Trustee Jackson noted that the implementation plans will be brought back to the Board at the next meeting. She urged holding submission of the stadium project to DSA to give time for all changes to be incorporated for greater success upon submission. She asked that the proposed pick up/drop off plan on Mission be taken off the implementation plan until a traffic consultant can review and make recommendations for the safest drop off areas. She

asked that the additional parking and new spaces proposed for the backside of the school near the gym be taken off the plans, noting the access point should be off the front of the school. CBO Thomas will add notations to the plans. Trustee Tuatagloa noted a commitment to hire a parking/traffic expert to guide the Board; more discussion is needed. He asked that it be noted on the plans for these items to be marked 'pending consultation with traffic engineers.' President Kertz noted that all sites have traffic and drop off issues and a consultant will need to look at every site. She noted the Board needs to give direction to staff to move forward.

Trustee Tuatagloa stated for those in the audience who were not present for the earlier study session that the Board is seeing this Phase 1 implementation plan tonight for the first time; community feedback has been heard. He recommended the Board hold off voting this evening and wait for the plan to be brought back in two weeks to give time to get questions answered and work out details to move forward. He noted that the stadium project does not need approval of the Board. He urged not holding up the process and recommended submitting the current stadium plans to DSA; addressing the other items later. Trustee Knell noted his support of Trustee Tuatagloa's recommendations.

CBO Thomas explained that in another agenda item on this agenda the Board will be asked to vote on the first sale of bonds. Part of that decision will be whether to have the payoff of Certificates of Participation (COPs) in or out of the first bond issuance. Bond counsel reviewed information about the sale of general obligation bonds. The Board provided direction to staff to wait and defer the issuance of bonds for COPs from the first bond issuance.

In response to a question from the audience, superintendent Watenpaugh explained that a construction project manager specific to the stadium and one for all the facilities overall will be hired. This position will be a third party on contract with the district, not an employee, and will be identified by qualification through an RFQ process.

Further public comment:

Peter Gebbie, SRHS parent, summarized principles and recommendations from a document he provided to the Board, asking it be included in the meeting minutes, as follows:

SAN RAFAEL HIGH SCHOOL
2016 STADIUM RENOVATION PROJECT
Recommendations for the SRHS Parent's Group

To: San Rafael City Schools Board of Trustees

From: WeAreSR Foundation: Parent Community Reviewing the SRHS Stadium Project

Date: Monday 01/11/16

On behalf of the Parents at SRHS we submit the following list of recommendations in relation to the current 2016 SRHS Stadium Project.

PREAMBLE

The SRHS Community (including parents, school administrators, Board members, alumni) has been actively working towards the renovation of the SRHS Stadium for well over a decade! This Stadium has been in need of repair far in excess of that time. The track has worn through in many places forcing the cancellation of meets, the infield floods when El Nino returns, the absence of restrooms since before the last renovation in the 1950's

continues to be felt by athletes and visitors alike, and the press box continues to be challenging utility to use due to structural damage.

The parents of San Rafael are in full support (and in fact are among the most vocal of proponents) of this Stadium renovation. We are excited to see the project move forward but want to ensure that the process to complete this and other complex capital projects is at the highest professional level. All large construction projects are managed through the execution of a well defined and documented project management process (a well developed science). This process at times may seem cumbersome, but if executed by trained professionals, will greatly increase the success of the desired outcome. At the heart of that process is the project team lead by a well qualified and experienced construction project manager.

The following recommendations are based on best practice standards for construction projects and associated community engagement. The SRHS parent community has a combined deep experience in many areas of expertise, including project management in the construction industry, financing of projects, architectural design, engineering, sound, and lighting to name a few. The parent community is committed to working collaboratively with the SRHS and the District in a Review and Advisory capacity to ensure the project is transparent, meeting the highest standards of performance, and is making recommendations throughout the project lifecycle.

Please make no mistake about where the parents stand in relation to the Stadium Project and the school in general. The parents of SRHS, like I am sure this Board of Directors are, actively committed to making San Rafael High School a beacon of pride for current and future students, families, and the community as a whole. We will not settle for a less than superior community resource, especially when the community has voiced their support through the allocation of public funding.

The overarching principles for this project (and the associated recommendations) include:

- Complete and Open Transparency*
- Complete Fiscal accountability at the project level*
- All Decisions are based on objective factual data that has been reviewed by subject matter experts*
- Parents are a critical stakeholder in the success of the High School*

The following recommendations are presented as a complete set of recommendations to the Board, each complimentary of the other recommendations. The Recommendations have a series of sub bullet points that describe the recommendation and its associated rationale.

RECOMMENDATIONS

- 1. Identify the baseline budget for the project (a high priority)**
 - Reconcile this budget to the original budget approved by the Board in 2015 (?)
 - Include all private donation contributions in that budget as a single line item
 - Develop an approved financial management template for reporting
 - Provide a detailed breakdown of all line items within the budget
 - Provide a list of assumptions as an addendum to the budget
 - State a level of confidence in the budget forecast and provide detailed notes explaining potential risks/ variances
 - Introduce all changes to that baseline budget through a formal and documented process, managed by the project owner and/or Construction Manager

- 2. The immediate creation and engagement of the Construction Manager position with the District (and for this project).**
 - This individual would report to the Superintendent.
 - At the Project level this role would be reporting jointly to the Project Owner (School Principal) and the Superintendent
 - The role should be filled immediately (January 2016)
 - The role should be a contractor/consultant position (as opposed to a District Employee)
 - This person would bring a demonstrated expertise in the science of construction/project management, preferably with certification as a PM in the Construction Industry e.g. CCM Certification
 - The person must have industry experience in school projects

- 3. The Project would Create/ Re-establish a Project Oversight and Advisory Board that meets on a regular basis (at least monthly). This body's responsibilities would include:**
 - Review and evaluate status reports from the Construction Manager (CM) through the life of the project.
 - Review project performance against plan and request clarification.
 - Review all proposed changes to the plan and advise the Project Director (owner) if they believe the change is warranted
 - Review the financial reports and seek clarification on changes that may occur
 - Report to the SRCS Board in partnership with the Project Director (on at least a quarterly basis) on the overall progress of the project
 - Review and advise on additional facilities within the Stadium that do not need to be included in Phase 1 DSA approval. These facilities could include additional restrooms, adding bleachers, storage, walkways, etc.
 - Work collaboratively with the CM and the Project Owner to determine the prioritization of additional facilities (assuming budget is available.
 - Composition of this advisory committee would include representatives from the District, the School administration, School staff member(s), a student(s), and parent(s).

- 4. The Project would meet best practice Construction Project Management standards approved by the construction industry for large scale public projects.**
 - Ref: <http://cmaanet.org/certified-construction-manager-ccm>
 - Include phases of the project within the detailed project plan for Construction Projects

- Regular Status reports, including Financial, Project Plan, Risk Analysis, and Issues Log
- Identify and publish “success criteria for Project Completion” as part of the Initiation (beginning) Phase of the project
- Baseline a Detailed Scope Document (publish) and introduce an agreed upon Change Management Process to evaluate and approve all change requests.
- Create a project repository of Project Documents
- Publish a Schedule that would identify the date delivery of all aspect of the Stadium Project including bleachers, restroom, concession stand, etc.

5. The SRHS Stadium Project should leverage a delivery method that improves the quality if vendor engaged earlier and decreases project timeframe.

- The delivery method should allow for a closer liaison between all members of the design, construction, and stakeholder teams at the earliest point of time.

6. The Stadium Project should be a part of the overall SRHS Master Plan. This Master Plan will:

- Provide a road map for the future development of all facilities including sports facilities.
- Leverage the generous private donations from individuals, organizations, and companies. Ensure that the School and the District is positioned to exploit those donations in the time period available. Additional professional resources may be needed to leverage large donations.
- Provide a vision of what SRHS will visually and academically evolve to become in the near to long term.

Thank you for the consideration of these recommendations

The SR Parent Stadium Advisory Committee

- Mr. Gebbie urged the Board to leverage future private donations to the project that come to the Board for the benefit of the school.

- Greg Szot, voiced his support to see the project plans moved to DSA this month.

President Kertz noted that the DSA approval process is a variable; important to consult with the experts to position successful outcomes and guide the work moving forward. She provided clarification that Mr. Dennis has the recommendation and will move it forward with the site committee. His recommendation from site discussions will be included in the implementation plan when it comes back to the Board at the next meeting. She thanked all for their great community effort and feedback.

V.3. REPORT: (ESD/HSD) Community Schools Listening Sessions

Minutes:

Assistant Superintendent MacLean introduced bel Reyes, Innovation Bridge consultant, and Carlos Diaz, DELAC co-chair and parent who were present to provide a report on the community schools initiative and listening sessions held with students and families.

Dr. MacLean provided an overview of a community school and the movement toward a full service community school with developed partnerships between the district and community resources to support a strong school community. She noted that past funding for the initiative from the United Way of the Bay Area is no longer available; other funding sources and strategies will need to be leveraged to continue the work. She is working to schedule a presentation to the city council soon.

Mr. Diaz reviewed his involvement with the community schools initiative and noted the need for more help and support of the English learner population in the district.

Ms. Reyes reviewed the purpose of listening sessions to create a safe place for students and families to share what they believe are the strengths, assets and areas for improvement for the school/district. She reviewed the emergent themes and recommendations that came out of the listening sessions:

- collaborative partnerships should be based on shared goals; shared accountability with existing partners.

- improved coordination of services and resources; wrap around approach.

- improved communications between school and community; diverse community /bridge connection.

- positive and restorative relationships; constant improvement of relationships with all voices heard and valued.

Follow up to the listening session questions will include engagement of students to include their voice, leveraging and alignment with the LCAP, partnership engagement with shared accountability and focus for improved outcomes, asset-based parent engagement, and forums for continued dialogue and engagement. Dr. MacLean reviewed potential resources and partnerships to support services and the convening of a group of parent leaders to move forward.

In response to trustee Knell's questions regarding how parents and students were selected to participate in the listening sessions, it was noted that the goal was to reach out to neediest students working with the schools and the Canal Alliance.

Trustee Jackson suggested including some of the student comments in the LCAP, and looking into the potential for a federal community school grant.

President Kertz suggested sharing the message with as many groups as possible, let people know the programs we currently have.

V.4. UPDATE: (ESD/HSD) Local Control and Accountability Plan (LCAP)

Minutes:

Director of English Learner Programs Oscar Medina provided an update on the District's newly developed ELD 1-4 curriculum standards, scope and sequence, and pacing and course skills for grades 6-12. He provided the Board with several handouts for an understanding of the CA standards and the progression of the collaborative work of district ELD teachers to develop the new curriculum aligned to the state standards. He acknowledged and thanked ELD teacher Tom Kernan from the audience who has been involved in the curriculum development and noted the hard work of SRHS ELD teacher Brent Arendt who was also instrumental in this work. The next step will be the adoption of state approved instructional materials.

Mr. Medina responded to trustee questions regarding the progression for students moving through ELD 1-4, to prepare them for course standard performance in 4 years; and activities that could be visualized as part of the standards such as exposure to games/theater plays.

In response to a question from Brad Wong from the audience, Mr. Medina provided information about the criterion for reclassified students based on new SRI cut points aligned to the SBAC, designed to prevent backslide of students after reclassification.

V.5. UPDATE: (ESD/HSD) Facilities Report

Minutes:

CBO Thomas reported:

- Maintenance and Operations staff have prepared well for the series of storms this season. The new director is doing a great job.

VI. 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:

The following items were pulled from the Consent Agenda for discussion:

- Item #11 to be placed 1st, by president Kertz
- Items # 6 and 7, by trustee Jackson
- Items #10 and 12, by trustee Llorens Gulati
- Item #14, by trustee Tuatagaloa

M/S/C: (Tuatagaloa, Knell), the Board approved the Consent Agenda with the exception of items 6, 7, 10, 11, 12, and 14, by the following vote:

Rachel Kertz - YES

Greg Knell - YES

Linda M. Jackson - YES

Maika Llorens Gulati - YES

Natu Tuatagaloa - YES

VI.1. 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 Natu Tuatagaloa and a second by Greg Knell.

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

VI.2. 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 Natu Tuatagaloa and a second by Greg Knell.

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

VI.3. 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 Natu Tuatagaloa and a second by Greg Knell.

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

VI.4. FINANCE: (ESD) Ratification of Warrant Register for Warrants Issued December 1, 2015 through December 31, 2015 by the San Rafael Elementary School District

Motion Passed: Ratify the High School District warrants for December 2015. Passed with a motion by Natu Tuatagaloa and a second by Greg Knell.

Yes Linda Jackson

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

VI.5. FINANCE: (HSD) Ratification of Warrant Register for Warrants Issued December 1, 2015 through December 31, 2015 by the San Rafael High School District

Motion Passed: Ratify the HSD warrants for December 2015. Passed with a motion by Natu Tuatagaloa and a second by Greg Knell.

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

VI.6. FINANCE: (ESD) Approval of the 2014-15 Annual Financial Audit Report Completed by Nigro & Nigro for San Rafael Elementary District

Motion Passed: Approval of the 2014-15 Annual Financial Audit Report for the Elementary District. Passed with a motion by Linda Jackson and a second by Greg Knell.

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

Minutes:

Trustee Jackson pulled this item and #7 for similar questions about audit findings. CBO Thomas clarified the auditors only had one small finding in the HSD related to a glitch in Infinite Campus. The notations auditors made about purchase orders and ASB in the HSD were comments and not findings.

VI.7. FINANCE: (ESD) Approval of the 2014-15 Annual Financial Audit Report Completed by Nigro & Nigro for San Rafael High School District

Motion Passed: Approval of the 2014-15 Annual Financial Audit Report for the High District. Passed with a motion by Linda Jackson and a second by Greg Knell.

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

Minutes:

Trustee Jackson pulled this item and #6 for similar questions about audit findings. CBO Thomas clarified the auditors only had one small finding in the HSD related to a glitch in Infinite Campus. The notations auditors made about purchase orders and ASB in the HSD were comments and not findings.

VI.8. FINANCE: (ESD) 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 Natu Tuatagaloa and a second by Greg Knell.

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

VI.9. FINANCE: (ESD/HSD) Approval of Proposal from Milliman, Inc. for the Actuarial Valuation of Retiree Health Plan under GASB 45 for the San Rafael Elementary School District and the San Rafael High School District

Motion Passed: Approval of the proposal from Milliman Consultants to provide Actuarial Valuation of Retiree Healthcare Benefits. Passed with a motion by Natu Tuatagaloa and a second by Greg Knell.

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

VI.10. FINANCE: (ESD/HSD) Approval of Subscription Agreement between San Rafael City Schools and School Loop for District Wide Web Site from July 1, 2015 through June 30, 2016

Motion Passed: Approval of the proposal from School Loop, Inc. to provide cloud hosting and data distribution services. Passed with a motion by Ms. Maika Llorens Gulati and a second by Greg Knell.

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

Minutes:

Trustee Llorens Gulati expressed concerns about the cost of this agreement and inquired about other systems. CBO Thomas noted that for now, consistency with the current system which staff are using and are familiar with is important given the recent switches in Student

Information System (SIS) over the last couple of years. Alternative systems can be reviewed going forward.

VI.11. FINANCE: (ESD/HSD) Approval of Bond Counsel Agreements for both San Rafael City Elementary and High School Districts

Motion Passed: Approval of the Bond Counsel Agreements for both San Rafael City Elementary and High School Districts. Passed with a motion by Greg Knell and a second by Natu Tuatagaloa.

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

Minutes:

In response to President Kertz's inquiry, it was clarified that Mr. Casnocha will continue to provide legal counsel on the bond.

VI.12. EDUCATION SERVICES: (ESD/HSD) Approval of Fred Pryor CareerTrack Contract for Classified Personnel Professional Development on Excel Basic, February 3, 2016 and Excel Beyond Basic, February 17, 2016.

Motion Passed: Approval of Fred Pryor CareerTrack Contract for Classified Personnel Professional Development on Excel Basic, February 3, 2016 and Excel Beyond Basic, February 17, 2016. Passed with a motion by Ms. Maika Llorens Gulati and a second by Greg Knell.

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

Minutes:

In response to Trustee Llorens Gulati's inquiry about the number of participants, Dr. MacLean noted that over 24 are signed up, with a waiting list. Nearly every school is represented.

VI.13. EDUCATION SERVICES: (ESD) Approval of Memorandum of Understanding between San Rafael City Schools, Venetia Valley K-8 and Marin County Office of Education Countywide Wellness Project for the 2015-2016 School Year

Motion Passed: Approval of the Memorandum of Understanding between San Rafael City Schools, Venetia Valley and Marin County Office of Education Countywide Wellness Project for the 2015-2016 School Year. Passed with a motion by Natu Tuatagaloa and a second by Greg Knell.

Yes Linda Jackson
Yes Rachel Kertz

Yes Greg Knell
Yes Ms. Maika Llorens Gulati
Yes Natu Tuatagaloa

VI.14. EDUCATION SERVICES: (ESD) Approval of Independent Contractor Agreement for Special Services with National Equity Project for Coaching & Facilitation Support to the Principal and ILT for the 2015-2016 School Year

Motion Passed: Approval of the Independent Contractor Agreement for Special Services with National Equity Project for Coaching & Facilitation Support to the Principal and ILT for the 2015-2016 School Year. Passed with a motion by Natu Tuatagaloa and a second by Linda Jackson.

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

Minutes:

Dr. MacLean provided a summary of the coaching services that will be provided, funded by the PESSA grant, in response to trustee Tuatagaloa's questions. Trustee Tuatagaloa suggested the principal be consulted to get the right coach for her from NEP.

VI.15. EDUCATION SERVICES: (ESD/HSD) Approval of Out-of-State Travel for Harriet MacLean to Attend the Coalition for Community Schools' National Forum in Albuquerque, New Mexico, April 6-8, 2016

Motion Passed: Approval of out-of-state travel for Harriet MacLean to attend the Coalition for Community Schools' National Forum in Albuquerque, New Mexico, April 6-8, 2016. Passed with a motion by Natu Tuatagaloa and a second by Greg Knell.

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

VI.16. EDUCATION SERVICES: (ESD/HSD) Approval of Memorandum of Understanding for Services for the Purpose of Continuing and Expanding the Adult MCSV Tutoring Program with Marin County School Volunteers (MCSV) for the 2015-2016 School Year

Motion Passed: Approval of the Memorandum of Understanding for Services for the Purpose of Continuing and Expanding the Adult MCSV Tutoring Program with Marin County School Volunteers (MCSV) for the 2015-2016 School Year. Passed with a motion by Natu Tuatagaloa and a second by Greg Knell.

Yes Linda Jackson
Yes Rachel Kertz

Yes Greg Knell
Yes Ms. Maika Llorens Gulati
Yes Natu Tuatagaloa

VI.17. BOARD BUSINESS: (ESD/HSD) Approval of Memorandum of Understanding with the Parent Services Project Inc. Family Engagement Services and Support for the Period of December 1, 2015 to May 2016

Motion Passed: Approval of the MOU. Passed with a motion by Natu Tuatagaloa and a second by Greg Knell.

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

VII. DISCUSSION/ACTION SESSION

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

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

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

Minutes:

President Kertz noted an error in the body of the agenda item ; the total should read \$20,200.

Trustee Knell was absent at the time of the vote.

VII.2. FINANCE: (ESD) Discussion of Resolution No. 1669: A Resolution of the Board of Education of the San Rafael City Elementary School District, Marin County, California, authorizing the issuance of San Rafael City Elementary School District (Marin County, California) election of 2015 General Obligation Bonds, Series A, and actions related thereto

Minutes:

The financial team of Bruce Kerns and Greg Isom presented information for discussion on: the assumptions made for bond election, the number of bond issues and timing, planning with current interest rates, characteristics of bond issues, and state law changes related to capital appreciation bonds that require this resolution to be brought forward as a discussion item prior to bringing forward an item for approval. They reviewed the history of assessed valuation and a timeline which could give the district cash in hand by February.

Mr. Kerns and Mr. Isom responded to trustee questions regarding how the turnover of property in the community helps the district, assumed future annual growth rate, and rating agencies related to reserves.

VII.3. FINANCE: (HSD) Discussion of Resolution No. 1670: A Resolution of the Board of Education of the San Rafael City High School District, Marin County, California, authorizing the issuance of San Rafael City High School District (Marin County, California) election of 2015 General Obligation Bonds, Series A, and actions related thereto

Minutes:

The discussion for this item was included in the discussion of the ESD item VII.2.

VII.4. FINANCE: (ESD/HSD) Approval of Resolution No. 1668 Establishing an Independent Citizens' Bond Oversight Committee and Approving Bylaws Therefore

Motion Passed: Approval of Resolution No. 1668 Establishing an Independent Citizens' Bond Oversight Committee and Approving Bylaws. Passed with a motion by Greg Knell and a second by Linda Jackson.

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

Minutes:

Attorney David Casnocha provided clarification of the law regarding the components and requirement of a bond oversight committee, and the bylaws that govern the committee. He reviewed the resolution which establishes (1) one committee for both districts. He noted the law states a minimum of 7 members on the committee, but his recommendation was for a committee of 10 members to assure adequate representation from both districts. The oversight committee's responsibilities are to review expenditure report for appropriate bond expenditures, inform the public of their findings, and a required submission of an annual report to the Board summarizing their activities. The committee will meet quarterly. Mr. Cashnocha would provide training for the members at the first meeting on their role and responsibilities. He noted that members would not have to fill out a Form 700 Conflict of Interest form as they are not an advisory committee. He also noted that the bylaws can be changed by adoption of a resolution to the Board.

In response to trustee Llorens Gulati's question regarding a quorum, Mr. Cashnocha clarified that the oversight committee is governed by the Brown Act and would require a forum and voting on the annual report. The chair of the committee will reflect the majority view of the committee. Trustee Llorens Gulati suggested growing the committee to 11 to have an odd # of members for a quorum. Mrs. Casnocha clarified that the minimum is 7 so additional members can be added at anytime. It is a 6 year commitment for members.

He noted that the timeline to establish a committee is tight as the Board has 60 days from the Dec. 7 date when the election results were entered into the minutes. Mr. Casnocha noted that bringing back a committee recommendation to the Board by the Feb. 22 Board meeting will meet the spirit of the law.

Trustee Jackson's suggestion to change the qualification standards to only include residents of SRCS was discussed. It was noted this restriction may not allow broader representation to meet the requirements of a member who is active in a bonified taxpayer association.

Trustee Tuatagaloa advised the committee membership should be advertised widely.

VII.5. FIRST READING: STUDENT SUPPORT SERVICES (ESD/HSD) First Reading to Review Revisions to Administrative Regulations 5111.1 and New Board Policy 5111.1

Minutes:

Executive Director Amy Baer introduced that recommended changes to the regulation and the new policy came from a recent change in the law which establishes new rules for transparency in investigations of residency.

Trustee Jackson made suggestions regarding wording to clarify the appeal process.

The regulation and policy will be brought back for another reading and recommended approval at a subsequent meeting.

VII.6. INITIAL CONSIDERATION: EDUCATION SERVICES (ESD) First Reading to Review Board Policy and Administrative Regulation 6174 Education for English Learners

Minutes:

Director of English Learner Programs Oscar Medina reviewed recommended changes to this policy needed for the bilingual program in operation at Venetia Valley. The changes will set the framework aligned to research based practice and meets legal requirements and defines access to the program. Consultant Laurie Olsen provided the initial language for this policy which was then reviewed for legal requirements. In response to questions from trustee Jackson regarding monitoring the effectiveness of the program, Mr. Medina reviewed the evaluation process which will use disaggregated data with English learner students who have similar characteristics from various sites to determine overall effectiveness.

VIII. BOARD GOVERNANCE (ESD/HSD)

Minutes:

President Kertz introduced this new section to the agenda which will be used at future meetings as needed with a 15 minute limitation, to allow trustees an opportunity to provide updates about how they are meeting the goals established with consultant Gloria Johnston, and to discuss other board governance items.

IX. CONFERENCE SESSION

IX.1. Report Out Action from Closed Session

IX.2. Agenda Items for Future Meetings

Minutes:

President Kertz noted an updated list of items to date will be brought the Board soon.

IX.3. Board Member Reports

Minutes:

Natu Tuatagaloa:

- He has been attending multiple facilities meetings.
- He attended a SRHS Boosters meeting.
- He jointed a meeting with Ryan Robinett regarding a donation for fields.

Maika Llorens Gulati:

- She attended a Ed Data presentation at MCOE.
- She attended the DELAC meeting where Mr. Medina's departure was announced; parents were sad to see him go.
- Bahiva Vista is hosting education events for students and families.
- She attended the city community meeting held at Davidson as a follow up to a previous meeting regarding concerns about the surrounding neighborhood. The city is giving \$25K in funding to Streets Team to focus on the Davidson neighborhood.
- She attended the Heart of Marin awards where Terra Linda HS student Alba Alvarado won an award.
- On Friday she went to Short and gave out student awards.
- She attended a SR/TL basketball game.

Greg Knell:

- He attended a Strong Start Steering Committee meeting.
- He attended the Heart of Marin awards; many nominations from our district.
- He also attended the city meeting at DMS. He noted the city's new ordinance banning RVs around DMS. He suggested sending a thank you letter to the city and county for their efforts and collaboration with the district.

Rachel Kertz:

- As she was not at the last board meeting, she reported her attendance at the CSBA conference, LCAP PAC meeting and facilities meetings. She also attended the Hearts of Marin awards.

IX.4. Superintendent's Activity Report

Minutes:

Superintendent Watenpaugh reported:

- A successful staff development day on the first day back from winter break.

- He has attended multiple meetings on facilities.

President Kertz adjourned Public Session at 9:16 PM and called for a 10 minute break prior to the Board adjourning to Closed Session.

President Kertz reconvened the meeting to Public Session at 9:25 PM.

X. PUBLIC COMMENT on Closed Session

Minutes:

None.

XI. CLOSED SESSION

Minutes:

Pursuant to Government Code 54957.6, President Kertz adjourned the the Board to Closed Session at 9:26 PM.

XI.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

XII. NEXT REGULAR MEETING - January 25, 2016

XIII. ADJOURNMENT and Closed Session Report Out: 9:00 P.M. (approximate time)

Minutes:

President Kertz reconvened the meeting to Public Session at 9:39 PM. There was no reportable action taken in Closed Session.

There being no further business, President Kertz adjourned the meeting at 9:40 PM.

President

Superintendent