

SAN RAFAEL CITY SCHOOLS AGENDA ONLINE MINUTES

Regular Meeting - SRCS Board of Education

February 23, 2015 5:00 PM

District Office - Boardroom

310 Nova Albion Way

San Rafael, CA 94903

I. OPEN SESSION/ROLL CALL 5:00 PM

Minutes:

President Tuatagaloa convened the February 23, 2015 Regular Board meeting to Open session at 5:20 PM.

Trustees in attendance:

Natu Tuatagaloa

Rachel Kertz

Linda M. Jackson

Greg Knell joined the meeting at 5:25 PM.

II. PUBLIC COMMENT on Closed Session

Minutes:

None.

III. CLOSED SESSION

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

Name of Agency Negotiator: Michael Watenpaugh, Rebecca Rosales, Chris Thomas

Employee Organization/Title: SRFT, SRTA, CSEA

III.B. GOV. CODE. 54957 PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE - (certificated employees - 3 ESD; 2-HSD; 1-ESD/HSD)

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

IV. RETURN TO OPEN SESSION

Minutes:

President Tuatagaloa reconvened the meeting to Open Session at 6:15 PM.

Trustees present:

Natu Tuatagaloa

Rachel Kertz

Linda M. Jackson

Greg Knell

Administrators present in the audience:

Dan Zaich, Christina Perrino, Michelle Spencer, Kim Goodhope.

V. PLEDGE OF ALLEGIANCE

Minutes:

Sun Valley teacher Shawn McEowen led the Pledge of Allegiance.

VI. STUDENT BOARD REPORTS

Minutes:

Annie Best, Terra Linda HS:

- She introduced fellow TL student Jessica, announcing her interest in serving as a student Board trustee for next school year.
- Last week was Everybody Love Everybody (ELE) Week at TL; a big success.
- Drama students did a conscience building piece on bullying.
- She reported on TL's movement toward a "No Place for Hate School."
- She reported on the Valentine's Day Celebration on Feb. 13.
- Juniors have begun preparations for prom in March.
- She reported on the "Western Wiggle" and Scotty's Market fundraisers that are coming up.
- She provided an update on sports teams.

Lorrie Narcisse:

- She attended the site master planning visioning meeting at San Rafael HS. It was a productive meeting that included perspectives from different groups.

- The Crab Feed fundraiser was sold out; a great time.
- The SRHS Jazz Ensemble won the highest rating they could receive at a recent competition - a unanimous superior rating.
- The SRHS Mock Trial Team took second in the county, following Tamalpais HS.
- She reported on a recognition assembly for students.
- The visiting WASC team awarded a 3 year accreditation to SRHS. They were pleased with improvements that have been made.
- The Winter Formal resulted in a great profit.
- She reported on Valentine's Week activities that ended with a rally at the end of the week.
- The DMS Rally was the same day as the 8th Grade Parents' Night. A student panel from Banyan, the Physics Academy and the Media Academy was available for parent questions.

Trustee Jackson welcomed TL student Jessica who has expressed interest in being on the Board, briefly explaining the expanded role for student trustees.

President Tuatagaloa noted the importance of having student voices at the next Terra Linda HS Master facilities visioning meeting on March 17; student input needed.

In response to questions from President Tuatagaloa about any issues for students regarding Infinite Campus, Student Member Narcisse noted that seniors were worried about the delay in getting their transcripts, but they were pleased that they had received them. For some, quarter grades are not in a typical format in Infinite Campus, confusing students. President Tuatagaloa noted the importance of students keeping an open dialog with their teachers when questions about their grades come up.

VII. 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.

VIII. SPECIAL REPORT

VIII.A. UPDATE: (ESD/HSD) Common Core State Standards

Minutes:
Dr. MacLean presented a video entitled "What If," from the Curriculum and Instruction Steering Committee (CISC) conference she had recently attended. To assist the Board, staff and community members see and understand the connection between the new English language arts and English language development frameworks, she shared an ELA/ELD

Framework Vignettes Cheat Sheet demonstrating the interface of English language arts standards and EL standards. She reviewed what integrated and designated ELD teaching looks like; EL students need both.

Michelle Spencer, Director of Teaching and Learning 9-12 reviewed that SBAC support teams that will be on site to assist with any technical or logistical issues. On 2/27 a 'Break the System' test will be done with all principals and teachers at grades 2-11, asking them to log in to a practice test with the purpose of assessing if our bandwidth and IT infrastructure could handle the upcoming SBAC. She responded to trustee questions regarding the testing window, site schedules, and the state's guarantee to return results with parent reports within 3 weeks of testing completion. She also responded to questions from student board trustees regarding what 11th graders will be tested in; English and Math. Superintendent Watenpugh noted students in grades 3-8 and grade 11 will be tested. Communications about the SBAC will be sent to parents, students and staff prior to the testing. There was discussion about potential parent waivers of the testing and the need to communicate the meaningfulness for every student to take the test, i.e. 11th graders who take the SBAC would not need to take placement testing for CSUs. In response to trustee questions regarding site needs, Mr. Rozell noted that sites are asking for what they need for administration of the test, i.e. onsite IT staff during the testing and mice to administer the test.

VIII.B. UPDATE: (ESD/HSD) Local Control and Accountability Plan (LCAP)

Minutes:

Dan Zaich and Christina Perrino reviewed the LCAP engagement process for this year.

Dr. Zaich noted this is the first year of the implementation of the District's LCAP. This year's work will be an annual update to the plan, not a rewrite. To get assistance with clarity on what the accountability mandates will be and the process, staff have reached out to WestEd, an organization that was contracted by the state for LCAP educational strategies. Working with Jannelle Kubinec, Director of Comprehensive School Assistance Programs, and Dr. Megan Sweet, are some of the consultants who assisted with our district's LCAP development last year and are now with WestEd.

Dr. Zaich noted information will be shared and input will be gathered at Join the Conversation visits to sites, DELAC, Rotary, and Parent Leaders, EL Task Force and middle grades enrichment task force meetings. Board and Superintendent goals have been updated to align with the LCAP. Professional development and Curriculum Advisory committees are working with an LCAP focus.

Ms. Perrino reviewed the role of the LCAP Parent Advisory Committee (PAC), noting the committee is called the ELPAC/PAC, representative of the district's demographics and in line with LCAP guidelines. The role of the committee is advisory to the Board and staff to assure the LCAP process is being done in a thoughtful and engaging way. The next meeting of the committee is on March 12 at which time the process plan will be shared. Information about the process will also be communicated with principals, advisory committees, union leader groups, students, parents and teachers. On March 25 the first LCAP town hall meeting will be held.

Dr. Zaich noted the annual update and needs assessment is a data driven process. He provided a sample of a data dashboard that staff will use to collect data to share with the community.

Ms. Perrino reviewed an infographic illustrating the phases of the LCAP engagement process. She highlighted on May 12 a draft of the LCAP will be brought to the Board. Phase 4 will be a public hearing on June 22, prior to the adoption of the LCAP and budget on June 24.

In response to trustee questions, Ms. Perrino noted: at a meeting on March 5 principals will receive an overview of the LCAP engagement process with communications and talking points they can use; for student engagement, staff will work with principals and student board members to hold focus groups and surveys for student engagement; staff will be prepared for questions that may arise regarding equity of second electives; and in terms of timing for planning and the extensive process that the District is using for engagement which requires data that has just become available, the process is right on target.

President Tuatagaloa requested that staff check into dates of the scheduled DELAC meetings on March 17 (St. Patrick's Day) and May 5 (Cinco de Mayo), to make sure there are no conflicts for parents. Trustee Jackson recommended not changing the date, but noted that March 25, the date of the first town hall meeting, is also a Marin County School Boards Association training. With those comments, trustees directed staff to move forward with this LCAP engagement process.

VIII.C. UPDATE: (ESD/HSD) Facilities Report

Minutes:

CBO Chris Thomas reported:

- She met with Short staff, parents and the neighborhood HOA board to discuss the addition of portables to the site for next year's grade expansion and enrollment growth. The process is moving forward with bidding in March.

- She reported an additional drinking fountain/hydration system is in the works at Laurel Dell. Hydration systems are also being installed at TLHS and SRHS. If they work well, more will be installed across the district. The addition of hydration systems has been in response to a student driven requests. The SRHS Class of 2014 wants to put funds toward a drinking fountain/hydration system in the SRHS cafeteria; a plaque commemorating their donation would be placed on the fountain. A drinking foundation/hydration system at DMS is being reviewed. In response to trustee questions regarding upcoming modernization at sites, Ms. Thomas noted that hydration systems that are installed now will be relocated.

- At the SRHS master planning visioning meeting the topic of the Bulldog Theatre restoration was discussed. Drama Booster Club parents shared that students have been working to clean out the theatre, with hopes to make a space similar to Terra Linda's. Students voiced the need for lighting, and carpeting for acoustical issues. Staff are addressing these needs to make it a usable space for the students.

Trustee Jackson requested staff look into the most recent choppy trimming of bushes along Mission Avenue and the soccer field.

In response to questions from President Tuatagaloa regarding the SRHS parking lot expansion, CBO Thomas provided an update. The spaces were installed for staff parking. The spaces are not being opened up to others at this time, however game officiants can use the space. She clarified that no tickets are being sold for this parking. Fencing above the dugout is to be raised to prevent balls from entering the parking area. Exterior lighting was installed for security. A fence closest to the baseball field is being created. A walk-through gate will need to be added at some point. President Tuatagaloa requested the site principal be engaged in determining the best use of the parking, suggesting that individuals with facilities rental agreements should be allowed to use the spaces.

VIII.D. UPDATE: (ESD/HSD): Labor Unions: CSEA, SRTA, SRFT

Minutes:

There were no updates at this time.

VIII.E. STATUS REPORT: (ESD/HSD) Student Information System Implementation, Technology Upgrades and Preparation for Smarter Balanced Assessment

Minutes:

Dr. Zaich reported on conversations he has had with a neutral 3rd party expert, Verente Consulting to advise on SIS matters. Verente noted the importance of taking time for a 45 day project plan review. They identified 4 key steps: 1) identify what is not working and why; 2) develop a rubric with essential elements of an SIS and apply to hands-on demonstrations for all constituents; 3) make sure vendors identify what they are responsible for and what the district is responsible for; 4) and identify a start date - January 2016.

Staff reached out to MCOE regarding hosting our SIS system. MCOE is working with smaller Marin districts at this time to support Aeries; many unknowns at this time for larger districts such as SRCS. MCOE is currently using Aeries ABI, moving to Aeries.net.

CTO Sean Rozell reported on 2 major upgrades that are needed: 1) data infrastructure/servers, with TL data center upgrades to replace aging and degrading performance systems; 2) and internet infrastructure upgrades. An item is presented on this item for consideration.

Mr. Rozell responded to questions from trustees regarding: the "Break the System" SBAC testing that will occur at the end of the week, noting the biggest concern will be concurrent connections to one access point; "Plan B" on the implementation of server upgrades would be to make SRHS an in-place server environment- the internet upgrades are primary; and Cisco's pricing for the equipment.

IX. 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.)

Motion Passed: Approval of Consent Agenda items with the exception of item A Passed with a motion by Linda Jackson and a second by Greg Knell.

Yes Linda Jackson
Yes Rachel Kertz
Yes Greg Knell
Yes Natu Tuatagaloa

Minutes:

Trustee Jackson requested that Consent Item A be pulled for discussion.

IX.A. BOARD BUSINESS: (ESD/HSD) Approval of Minutes for the Regular Meetings of January 26, 2015 and February 9, 2015

Motion Passed: Approval of the January 26, 2015 and February 9, 2015 Board meeting minutes, with Trustee Jackson's amendments to the January 26, 2015 minutes. Passed with a motion by Linda Jackson and a second by Greg Knell.

Yes Linda Jackson
Yes Rachel Kertz
Yes Greg Knell
Yes Natu Tuatagaloa

Minutes:

Trustee Jackson requested 2 corrections be made to the January 26, 2015 minutes: to correct the spelling under section 8.3 Facilities Update from L.E.A.D. to LEED, and to change the word 'this' to 'these' in the same sentence.

IX.B. 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 Greg Knell.

Yes Linda Jackson
Yes Rachel Kertz
Yes Greg Knell
Yes Natu Tuatagaloa

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

Motion Passed: Approval of High School District Personnel Actions Passed with a motion by Linda Jackson and a second by Greg Knell.

Yes Linda Jackson

Yes Rachel Kertz
Yes Greg Knell
Yes Natu Tuatagaloa

IX.D. PERSONNEL: (HSD) Recommendations (9-12) for Appointment of Extra Pay for Outside Work for the 2014-2015 School Year

Motion Passed: Approval of the recommendations (9-12) for appointment of extra pay for outside work for the 2014-2015 school year Passed with a motion by Linda Jackson and a second by Greg Knell.

Yes Linda Jackson
Yes Rachel Kertz
Yes Greg Knell
Yes Natu Tuatagaloa

IX.E. PERSONNEL (ESD/HSD): Approval of Joint School District Personnel, Certificated/Classified

Motion Passed: That the Board approves all hiring, terminations, transfers and retirements of employees in the Joint School District. Passed with a motion by Linda Jackson and a second by Greg Knell.

Yes Linda Jackson
Yes Rachel Kertz
Yes Greg Knell
Yes Natu Tuatagaloa

IX.F. INFORMATION TECHNOLOGY: (ESD/HSD) Approval of Server and Internet Upgrade Projects with Cisco Systems, Inc.

Motion Passed: Approval of the server upgrades and internet access upgrades projects with Cisco Systems, Inc. Passed with a motion by Linda Jackson and a second by Greg Knell.

Yes Linda Jackson
Yes Rachel Kertz
Yes Greg Knell
Yes Natu Tuatagaloa

IX.G. BOARD BUSINESS: (ESD/HSD) Approval of Professional Services Contract with WestEd for Revision of Local Control and Accountability Plans

Motion Passed: Passed with a motion by Linda Jackson and a second by Greg Knell.

Yes Linda Jackson
Yes Rachel Kertz
Yes Greg Knell
Yes Natu Tuatagaloa

IX.H. BOARD BUSINESS: (ESD/HSD) Approval of Out-of-State Travel for Superintendent Watenpaugh and Community Engagement and Communications Coordinator Christina Perrino to attend the National School Public Relations Association 2015 National Seminar, Nashville, TN, July 12 - 15, 2015

Motion Passed: Approval of the out-of-state travel. Passed with a motion by Linda Jackson and a second by Greg Knell.

Yes Linda Jackson
Yes Rachel Kertz
Yes Greg Knell
Yes Natu Tuatagaloa

X. DISCUSSION/ACTION SESSION

X.A. FINANCE: (ESD/HSD) Approval of Receipt of Donation to San Rafael City Schools District

Motion Passed: Acceptance of the donations for the ESD and HSD. Passed with a motion by Linda Jackson and a second by Greg Knell.

Yes Linda Jackson
Yes Rachel Kertz
Yes Greg Knell
Yes Natu Tuatagaloa

X.B. PERSONNEL (ESD): Approval of Resolution #1628 - Criteria for Determining Order of Seniority For Those Certificated Employees With the Same Date of First Paid Service in the Elementary District

Motion Passed: Approval of Resolution #1628, by roll call vote. Passed with a motion by Linda Jackson and a second by Greg Knell.

Yes Linda Jackson
Yes Rachel Kertz
Yes Greg Knell
Yes Natu Tuatagaloa

Minutes:

Deputy Superintendent Rosales noted that items B and C are related, each identifies the ranking criteria for same hire date of individuals. Even though this criteria is the same as last year, it has to be adopted each year.

X.C. PERSONNEL (HSD): Approval of Resolution #1629 - Criteria for Determining Order of Seniority For Those Certificated Employees With the Same Date of First Paid Service in the High School District

Motion Passed: Approval of Resolution #1629, by roll call vote. Passed with a motion by Greg Knell and a second by Linda Jackson.

Yes Linda Jackson
Yes Rachel Kertz
Yes Greg Knell
Yes Natu Tuatagaloa

X.D. PERSONNEL (ESD): Approval of Resolution #1630 - Resolution Reviewing and Approving the Elementary School District Certificated Seniority List

Motion Passed: Approval of Resolution #1630, by roll call vote. Passed with a motion by Greg Knell and a second by Linda Jackson.

Yes Linda Jackson
Yes Rachel Kertz
Yes Greg Knell
Yes Natu Tuatagaloa

Minutes:

Deputy Superintendent Rosales noted items D and E are both asking for the Board to adopt the seniority lists that have been established according to the criteria.

X.E. PERSONNEL (HSD): Approval of Resolution #1631 - Resolution Reviewing and Approving the High School District Certificated Seniority List

Motion Passed: Approval of Resolution #1631, by roll call vote. Passed with a motion by Greg Knell and a second by Linda Jackson.

Yes Linda Jackson
Yes Rachel Kertz
Yes Greg Knell
Yes Natu Tuatagaloa

X.F. PERSONNEL (ESD): Approval of Resolution #1632 - Resolution To Decrease the Elementary School District Number of Certificated Employees Due to a Reduction in Particular Kinds of Services

Motion Passed: Approval of Resolution #1632, by roll call vote. Passed with a motion by Greg Knell and a second by Linda Jackson.

Yes Linda Jackson
Yes Rachel Kertz
Yes Greg Knell
Yes Natu Tuatagaloa

Minutes:

Deputy Superintendent Rosales introduced this resolution, identifying it reflects preliminary indication of what staffing needs will be for next year. This resolution for 17.1 FTE will

impact 20 people.

X.G. PERSONNEL (HSD): Approval of Resolution #1633 - Resolution to Decrease the High School District Number of Certificated Employees Due to a Reduction in Particular Kinds of Services

Motion Passed: Approval of Resolution #1633, by roll call vote. Passed with a motion by Greg Knell and a second by Linda Jackson.

Yes Linda Jackson
Yes Rachel Kertz
Yes Greg Knell
Yes Natu Tuatagaloa

Minutes:

Deputy Superintendent Rosales noted this resolution for 6.3 FTE impacts 19 people, some with a .2 FTE impact.

X.H. REVISION: FINANCE (ESD/HSD) Adoption of Technical Revision to Administrative Regulation 3513.3 Tobacco-Free Schools

Motion Passed: Approval of technical revision to AR 3513.3 Tobacco-Free Schools and waive the second reading. Passed with a motion by Linda Jackson and a second by Greg Knell.

Yes Linda Jackson
Yes Rachel Kertz
Yes Greg Knell
Yes Natu Tuatagaloa

Minutes:

CBO Thomas introduced these technical changes are due to adjustments in Education Code sections that are referenced.

X.I. REVISION: FINANCE (ESD/HSD) Adoption of Technical Revision to Administrative Regulation 3541.1 Transportation for School-Related Trips and Exhibit

Motion Passed: Approval of the technical revision to AR 3541.1 Transportation for school-related trips and exhibit and waive the second reading. Passed with a motion by Greg Knell and a second by Linda Jackson.

Yes Linda Jackson
Yes Rachel Kertz
Yes Greg Knell
Yes Natu Tuatagaloa

Minutes:

CBO Thomas noted these technical revisions are recommended for compliance with changes in the law.

President Tuatagaloa requested that staff clearly communicate with all sites so they know about these changes for upcoming field trips, asking staff to ensure sites get rid of old forms and sign off acknowledgement of the changes for the district office, with staff reporting back to the Board in a month. Trustee Jackson endorsed this communication. Staff clarified for President Tuatagaloa the new requirements for parent drivers to provide carseats, noting sites have some carseats available.

XI. CONFERENCE SESSION

XI.A. Report Out Action from Closed Session

Minutes:

President Tuatagaloa reported that the Board approved an employee settlement agreement for salary and benefits through June 30, 2015.

XI.B. Agenda Items for Future Meetings

Minutes:

President Tuatagaloa requested that once reviewed, the list of agendas items for future meetings be emailed to the Board and posted on the district website.

XI.C. Board Member Reports

Minutes:

Greg Knell:

- He shared discussion at a recent JLAC meeting where it was advised to keep an eye on the allocation of Prop. 47 savings of \$100-\$200M, noting 25% should go to schools to address attendance, truancy and bullying issues.

- He reported the San Rafael Chamber of Commerce has been requested to join other chambers to endorse Common Core State Standards.

Linda M. Jackson:

- She noted the State of Oklahoma will no longer be teaching AP History; coming up with their own curriculum.

- She reported on the recent JLAC trip to Sacramento where some student leaders attended. SRCS student trustees were not able to attend this year.

- On the 11th she attended the Marin Economic Forum regarding education and workforce planning. She will share the results with trustees.

- She reported on the 4 day Leading for Equity Institute she attended with a group of SRCS district staff, staff from Aspire charter schools, and staff from Novato District. She noted

there was some reluctance in our community to take on new things, based on past initiative disappointments. She noted the importance of using an equity lens as the District moves forward with the LCFF and LCAP implementation. She noted the budget engagement process is not as clear as it could be; we should think about how we can do it differently. As communication topics what is the LCAP? What are the benchmarks? Can WestEd help add clarity for the school community? We have tremendous capacity in house with our district ILTs, ILLTs and 'Brain Trust' group. She shared notable terms from the Institute: "unearned advantage and unearned disadvantage," and the definition for equity "Each child receives what he or she needs to develop to his or her full academic and social potential."

- On the 18th she attended a Marin School volunteers' training at 1st Presbyterian; a partnership with the Church, Dominican University and Marin School volunteers to bring volunteers to Short school.

Rachel Kertz:

- She attended the recent Parent Leadership meeting. She thanked Community Engagement and Communications Coordinator Christina Perrino for preparation for this meeting.

- She has been attending ESD and HSD budget meetings where 2 items have surfaced college and career counseling opportunities for students, and welcoming Miller Creek new parents into the HSD.

- She has been attending multiple SIS support and planning meetings.

Natu Tuatagaloa:

- He has also been attending multiple SIS support meetings.

XI.D. Superintendent(s) Activity Report

Minutes:

Superintendent Watenpugh:

- He has been attending multiple support meetings regarding Infinite Campus.

- The Parent Leadership group meeting was a good discussion of ideas for better communication and education of the community and families coming into the District.

- He reported on a meeting with West Ed representatives for assistance with the LCAP engagement process.

- He met recently with a representative from K-12 Insights regarding their program to provide real time feedback to improve customer service around issues that come up. There may be potential for a free pilot of their program this spring.

XII. READJOURNMENT TO CLOSED SESSION (if necessary)

XIII. NEXT MEETING - March 9, 2015

Minutes:

President Tuatagaloa noted that the next meeting is a Special Meeting on March 2, for provisional appointment interviews.

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

Minutes:

There being no further business President Tuatagaloa adjourned the meeting at 8:04 PM.

President

Superintendent