

SHORELINE UNIFIED SCHOOL DISTRICT  
BOARD OF TRUSTEES  
REGULAR MEETING MINUTES  
August 15, 2013

**Approved Minutes**

A regular meeting of the Shoreline Unified School District Board of Trustees held on Thursday, August 15, 2013 at West Marin School, 11550 State Route One, Point Reyes, CA 94956.

1. Monique Moretti called the meeting to order at 6:05 p.m.
2. Members present: Monique Moretti, Jim Lino, Kegan Stedwell, Jane Healy, and Jill Manning-Sartori  
Members absent: Tim Kehoe  
Staff Members present in Open Session: Tom Stubbs, Adam Jennings, Matt Nagle, Jane Realon, Susan Skipp, and Jamie Hunt
3. Approved and adopted the agenda as presented  
(Manning/Healy/Unanimous)
4. Consent Agenda
  - 4.1 Minutes: Approve minutes of June 20, 2013, regular meeting
  - 4.2 Minutes: Approve minutes of July 11, 2013, special meeting
  - 4.3 Warrants: General
  - 4.4 Approve Tomales High School 2013-14 coaches
  - 4.5 Approve Tom Stubbs and Susan Skipp to attend the National Association of Federally Impacted Schools 2013 Fall Conference from September 22 – 24, 2013, in Washington, DC  
(Lino/Stedwell/Unanimous)
5. Evaluation process for coaches: Adam Jennings handed out evaluation forms that were used previously. Adam would like to use this form and have it available on line. He will review the process with coaches at the Fall sports coach's meeting.

**Curriculum and Instruction**

6. Principals' reports

Adam Jennings: new English/ELD teacher John McGurke hired to implement new curriculum at THS and will be a soccer coach. Construction: roof project under way and going well; heaters scheduled for installation September 27.

Jane Realon: Tomales Elementary has several new hires: Patricia Waite and Karl Craig, 1:1 Instructional Assistants; Mike Fritsche, PE teacher; Meryl Juniper, Art instructor; and Ryan Debra Gross, 3rd grade teacher. Summer Academy was very successful. Feedback from staff is they enjoyed designing their own curriculum from their passion. Jane is interested in possibly setting up the Summer Academy model to end the regular school year.

Matt Nagle: Jump Start Program at Inverness concluded today. Kelsy Henke has been tutoring students during the summer. New PE teacher Chris Eckert, has joined the staff.
7. Superintendent's report

Tom Stubbs reported that he spent time in June with principals and board members. The Special Ed shared services hiring committee will be posting job again for the Director of Special Ed and may be complete in October. He met with many people in the county associated with our special programs and grants. Attended CSBA policy workshop and will work on getting all the Shoreline policies updated. At the

next meeting, he will have proposal to hire Nancy Neu to work as Superintendent “coach” for the 2013-14 school year. There will be a Welcome back breakfast for all staff on Monday, August 19, 8:00 a.m. He offered an invitation for Board members to attend.

8. Initial discussion on agriculture program and curriculum  
Bill Costanzo reported that Ag Advisory Committee would like to make agriculture/vocational classes a graduation requirement starting in the 2014/15 school year.  
Jolynn Mendoza McClelland spoke on the benefits of vocational classes/courses being taught at the high school.  
There was discussion on scheduling issues due to limitation on the number of classes a student is able to take in a semester or year.  
Keegan Stedwell commented that she has spoken with farmers in the area who would like to see students graduating with vocational skills.
9. Adam Jennings spoke on Common Core
10. Jim Lino asked to discuss the trimester program and to offer a public forum to discuss different options. An Ad hoc committee formed for the implementation of the trimester system at Tomales High school. Initial committee formed to include Trustees Jane Healy, Keegan Stedwell, Jim Lino, and Principal Adam Jennings
11. Inter-district transfer attendance report  
No questions or comments

Persons desiring to address the Board on items not on the agenda.

12. Bill Costanzo; concern about “Meatless Mondays” on the cafeteria menu.
13. Jane Healy: Tomales Village Community Sewer District (TVCSO) will attend meetings and invited others to attend. There are three board positions available.

Finance and Business

14. Chief Business Official report  
Susan Skipp reported Shoreline is awarded a grant for two new buses. It is to be determined if Shoreline will have to pay anything for busses costing over \$100,000.  
Update on 2013-14 State budget impact on SUSD. Local Control Funding Formula will mean restricted programs will become unrestricted.  
PERS (Public Employee Retirement System) rate going up 3%  
Common Core Standards funds available for the district from the state  
Staffing changes in the budget for 13-14 school year are for an additional 1:1 aide at TES
15. Update on shared business services (JPA): Tom Stubbs, Kegan Stedwell, and Jim Lino to meet with the other participating districts involved in shared services. The meeting date to be announced.
16. Approve the 2013-14 Classified Management and Confidential Salary Schedule  
Information in board packet describes why this was necessary (no change in salaries paid)  
(Healy /Manning-Sartori/Unanimous)

Employees

- 17 Superintendent Tom Stubbs accepted the resignation of Erin O’Brien, certificated teacher at Tomales Elementary School, effective June 30, 2013  
No discussion

18. Superintendent Tom Stubbs accepted the resignation of Transportation Director Charlie Lord, effective September 23, 2013. Tom Stubbs met with Charlie to offer support from the district with the transition. The interviews for new Director of Transportation are on Friday, August 16, 2013. Jim Lino expressed interest in Board members meeting potential candidate before hiring.
19. Consider employment of Becky Evenich, accounting/payroll tech at the District Office, eight hours per day, effective August 12, 2013  
(Manning-Sartori/Healy /Unanimous)
20. Consider employment of Patricia Waite, 1:1 instructional assistant at Tomales Elementary School, six hours per day, effective August 19, 2013. Jane Realon recommends  
(Lino/Stedwell/Unanimous)
21. Consider employment of Karl Craig, 1:1 instructional assistant at Tomales Elementary School, six hours per day, effective August 19, 2013. Jane Realon recommends  
(Stedwell/Manning-Sartori/Unanimous)
22. Consider employment of Michael Fritsche, 1.0 fte P.E. teacher at Tomales Elementary School effective August 19, 2013. Jane Realon recommends  
(Healy/Manning-Sartori/Unanimous)
23. Consider employment of Meryl Juniper, art instructor at Tomales Elementary School for 2013-14 school year. Jane Realon recommends  
(Healy/Manning-Sartori/Unanimous)
24. Consider employment of John McGurke, 1.0 fte English/ELD teacher at Tomales High School effective August 19, 2013. Adam Jennings recommends  
(Lino/Stedwell/Unanimous)
25. Consider employment of Ryan Debra Gross, 1.0 fte 3rd grade. teacher at Tomales Elementary School effective August 19, 2013. Jane Realon recommends  
(Healy/Lino/Unanimous)
26. Consider employment of Chris Eckert, .5 fte P.E. teacher at West Marin School effective August 19, 2013. Matt Nagle recommends  
(Stedwell/Lino/Unanimous)
27. Consider Debbie Royer, para-educator at Tomales Elementary School request for an unpaid leave of absence for the 2013 – 2014 school year. Jane Realon recommends  
(Healy/Stedwell/Unanimous)

#### Auxiliary

28. Future agenda items:
  - STAR test and the Common Core pilot program for testing
  - Ad hoc committee to review agriculture/vocational classes a graduation requirement
  - Transportation department report from Charlie Lord
    - Status of transportation department
    - Consider alternative fuel when replacing busses
    - Issue with standing water in bus yard during winter
  - Water report
  - Tomales Village Community Sewer District (TVCS D)

- Wellness Committee / Food Service
- Dual Immersion Program
- Trustee vacancy area 3 - appointment
- Tomales High school trimester program options

Communications

29. MCSBA (Marin County School Board Association) Kick Off event August 29, 2013
30. Tom Stubbs will attend the Federal Impact Aid Conference Washington, DC, September 21 – 24, 2013
31. CSBA (California School Board Association) Conference in San Diego, December 5, 6, and 7, 2013. Board members are encouraged to participate.

Adjournment: 8:05 p.m.

Respectfully submitted,

Tom Stubbs, Superintendent

Adopted by the Board: October 17, 2013