

# Student Success

## SHORELINE UNIFIED SCHOOL DISTRICT BOARD OF TRUSTEES MEETING

### MINUTES

#### Regular Meeting

Thursday, November 21, 2013

West Marin School

11550 State Route One, Point Reyes, California

1. Meeting called to order by Tim Kehoe 5:00 p.m
  2. Members present: Tim Kehoe, Jim Lino, Monique Moretti, Jane Healy, and Kegan Stedwell. Absent: Jill Manning-Sartori. Staff in attendance: Tom Stubbs, Susan Skipp, Jane Realon, Adam Jennings, Matt Nagle, and Jamie Hunt
  3. No public comments were heard on closed session items.
  4. Recessed to closed session 5:10 p.m.
  5. Reconvened to public session at 6:00 p.m. Meeting facilitated by Kegan Stedwell
  6. No reportable action taken in closed session.
  7. Approved and adopted agenda following motion to change item #13 to create a position for a representative/liaison to the Shoreline Unified School District Board of Trustees for the matters of interest and concern to the Latino community, from action to informational item. Healy/Kehoe/  
AYES: 4  
NOES: 1  
Motion passed
  8. Veronica Isais and Adrian Chavarria were honored as Shoreline's students of the month for November 2013. Ms. Julie Cassel and Mr. Matt Nagle presented them with a medal and certificate, and spoke of their accomplishments.
  9. Student Representative Jack Strozzi reported on events and activities at the schools in the district.
  10. Prop 39 – California Clean Energy Act: Todd Lee, Greystone West reported on alternative energy and the cost benefit analysis. Shoreline will receive \$54,000 for five years. Conversion of existing lights to LED is cost effective and is not a DSA approved project. The Board requested that Greystone develop a proposal.
  11. Marin Community Foundation (MCF) update: Video presentation from First 5. Jane Realon introduced Don Jen and Jan Derby from the Marin Community Foundation. MCF grant funds the Pre K to 3 Intervention program at Tomales Elementary, West Marin, and Inverness schools. Jane introduced the design team for Tomales Elementary School and the Shoreline Acres preschool staff. Justine Quattlander and Elvira DeSantiago presented an example of a home visit for Pre-K age students. Enriqueta Lavarta spoke about the Intervention program accomplishments at Tomales Elementary School. Marisol Salgado spoke about family outreach activities and partnerships with parent groups at different sites to work on common needs. Matt Nagle introduced the grant design team at West Marin and Inverness schools. K-3 staff outlined their work and outreach to community groups to support families. Teachers are holding grade alike and district wide meetings on development of Common Core standards. ELAC representative Imelda Macias shared events and programs developed and organized for the West Marin community. Melissa Riley and Rhianna Kaplan presented how cultural proficiency is continuing to be initiated in our schools. Tom Stubbs commented that Marin Community Foundation is a very powerful initiative in our district. Don Jen and Jan Derby are pleased with Shoreline's participation and the Board's support of the PreK-3 grant.
  12. Consent agenda: Kehoe/Moretti/  
Unanimous
    - 12.2 Minutes: Approve minutes of October 17, 2013, regular meeting
    - 12.3 Warrants: General
  13. There was a discussion to create a position for a representative/liaison to the Shoreline Unified School District Board of Trustees for the matters of interest and concern to the Latino community.
- Curriculum and Instruction**
14. Principals' reports: Adam Jennings reported that THS will have their first radio show on KWMR.
  15. Ag ad hoc committee meeting update: Adam Jennings reported on the further discussion adding Ag and career technical education courses (Marin County Career Pathways Program is developing a grant to support this program.) as a graduation requirement. Adam brought this same information to the high school staff and the ELAC committee. Adam will do research on how other schools are developing a Career Pathways Program into the graduation requirements. There will be student, staff, and parent input on further development for updating the graduation requirements. Further information and a proposal will be brought to the Board.
  16. Superintendent's report: Tom Stubbs reported
    - Pat O'Connor, Shared Services Special Ed Director, started November 1, 2013.

- The Board retreat was held November 19, 2013, the outcome focused on five areas; high academic standards, professional development, communication, cultural proficiency, and the wellness policy.
- Development around the Common Core State Standards (CCSS) in the district: Tomales High is incorporating into Career Pathways Program, West Marin School is developing new report cards, and Tomales Elementary School staff development is focusing CCSS.
- Shoreline Wellness Advisory Committee (SWAC): the focus is on updating the Shoreline Wellness policy to reflect the latest federal guidelines, focus on waste reduction, adopting waste reduction policy, purchase locally produced food, look at vegetable gardens at each school, and lunch time for primary grades to be moved following playtime.

17. Approved MOU with Marin Promise Partnership Agreement

Healy/Kehoe/  
Unanimous

18. Inter-district transfer attendance report: no questions or comments

### **Finance and Business**

19. Chief Business Official, Susan Skipp reported

- School bus grant for two new buses to replace the two pre '92 busses in our fleet. Busses will be delivered by the end of March. Repayment of \$15,000 for the retrofit of particulate matter filters is required before grant will be issued.
- Information on replacing two old vans will be brought to the December Board meeting.
- List of facilities needs from site principals to be presented at the next meeting.
- Local Control Funding Formula (LCFF): categorical programs are being eliminated and rolled into LCFF. We will maintain our basic aid status as property taxes exceed the revenue under LCFF.

20. Budget Revisions approved

Kehoe/Healy/  
Unanimous

21. Approved contract Dempsey Filliger and Assoc. to perform actuarial as of July 1, 2013 for Other Post Employment Benefits (OPEB) in the amount of \$3,000.

Healy/Lino/  
Unanimous

### **Employees**

22. Consider employment of Ryan Corrigan as district wide tech support, 30 hours per week, 212 days, as of October 31, 201. Tom Stubbs recommended.

Lino/Healy/  
Unanimous

23. Consider employment of Frank Taukave, girls' JV basketball coach, Tomales High School, for the 2013-14 school year. Adam Jennings recommended

Kehoe/Moretti/  
Unanimous

24. Consider employment of Sheila McCall Bibee, assistant girls' JV basketball coach, Tomales High School, for the 2013-14 school year. Adam Jennings recommended

Healy/Kehoe/  
Unanimous

### **Auxiliary**

25. Persons desiring to address the Board on items not on the agenda. The Board will listen to your comments but are unable to actively respond.

- Donna Faure addressed the Board about the election results in the Point Reyes area may have been different if all community members could legally vote.
- David Whitney thanked the Board for their support of the music program with the Parcel tax funds.
- Imelda Macias addressed the Board in regards to the December 12 meeting being held on a very important holy day to the Latino community. She also asked that Spanish classes be aligned from Kindergarten to 12<sup>th</sup> grade.
- Jane Healy reported the Tomales Village Community Services Department (TVCSA) has new board members. Jane acknowledged Tomales resident Paul Duffy passed away. He was a valuable community member who will be missed.

26. Two Way Dual Language Immersion Taskforce Update: Kegan Stedwell reported a survey went out November 15 at the elementary schools, targeting Pre K - 1 families. It is available at each site and on-line. Survey results will be available in January.

27. Update on shared business services (JPA): Tim Kehoe reported the next meeting is December 2, to talk with Ventura JPA representatives about how their process works for shared business services.

28. Agenda items for future meetings:

- Transportation update from Transportation Director George Borges
- Update on Tomales High School construction project and accounting
- Discussion item: Anti-bacterial soap taken out of our schools, it is harmful to the waterways.
- Board meeting scheduled for December 12, 2013 to be changed to Wednesday, December 11, 2013

29. Communications

Adjournment 9:35 p.m.

Respectfully submitted,

Tom Stubbs, Superintendent

**Adopted by the Board: 12/11/2013**