

**SHORELINE UNIFIED SCHOOL DISTRICT
MINUTES OF THE MEETING
DECEMBER 13, 2012**

UNAPPROVED MINUTES

A regular meeting of the Shoreline Unified School District Board of Trustees was held at Tomales Elementary School on Thursday, December 13, 2012.

1. Tim Kehoe called the meeting to order at 6:05 p.m.
2. Board members present: Tim Kehoe, Jane Healy, Julie Titus, Monique Moretti, Jim Lino, Jill Manning-Sartori, and Kegan Stedwell.
3. Approved and adopted the agenda.
(Healy/Titus/Unanimous)
4. Student Representative Abigail Esquivias reported on all of the activities happening around the district which included various fund raisers, can food drives, holiday bazaar, senior projects, and various field trips.
5. Consent Agenda
 - 5.1. Approved minutes of November 15, 2012, regular meeting.
 - 5.2. Approved payment of warrants.
 - 5.3. 2012-2013 Interdistrict Transfers: Approved incoming transfers for Alberto Orozco, Claudia Orozco, J. Ernesto Orozco, and Laura Orozco.
 - 5.4. Approved the California Department of Education school bus replacement grant application.
(Healy/Stedwell/Unanimous)

Curriculum and Instruction

6. The principals reported on the process used to evaluate certificated staff. Each of them follows the procedures for evaluation as outlined in the Shoreline Education Association contract. The principal and teacher review/set goals, principal will sit in the classroom to observe teaching styles. The performance of the teacher is measured against the goals and expectations previously set and by the requirements of the Academic Standards, the Code of Ethics of the Teaching Profession, job description, and the criteria enumerated on the evaluation form itself. The Board asked several questions and were very interested to hear about this evaluation process.
7. Stephen Rosenthal reviewed each of the Board goals with the Board and pointed out that each section had a December 2012 update.

Finance and Business

8. Susan Skipp reported that she will attend the next Dual Immersion meeting in January to look into the financial impact that this program will have on Shoreline USD should the program continue to move forward.
9. Approved budget updates.
(Lino/Titus/Unanimous)
10. Approved First Interim Budget Report ending October 31, 2012, with a positive certification.
(Manning-Sartori/Moretti/Unanimous)
11. Reviewed Shoreline's OPEB liability. The Board feels we should try to build this fund back up so that we are able to cover the health benefits cost for future retirees. Our long-term liability is \$1,798,111.
12. Discussed renegotiating our Tomales Village Community Services contract. Shoreline's annual sewer service is calculated at 34 percent of the Tomales Community's usage. Our Board feels that

this percentage is too high. Tim Kehoe will discuss our contract with Interim Superintendent Nancy Neu and ask for direction.

13. No complaints were reported on the Quarterly Report on Williams Uniform Complaints.

Employees

14. Approved Trisha Bell as the varsity girl's assistant basketball coach for the 2012-2013 school year. (Healy/Manning-Sartori/Unanimous)

15. Stephen Rosenthal accepted the resignation of Dean Wilen from the food service assistant position effective November 7, 2012.

16. Approved employment of Lisa Spaletta, instructional assistant at Tomales Elementary School, 25 hours per week, effective December 10, 2012. (Manning-Sartori/Titus/Unanimous)

Auxiliary

17. President Tim Kehoe will attend a meeting in January with County Superintendent Mary Jane Burke, and the Board presidents from Lagunitas, Bolinas-Stinson, and Nicasio to discuss superintendent services for 2013-14 and beyond.

18. Kegan Stedwell reported that the fundraiser for the Dual Immersion Task Force held at Saltwater went well. The next meeting will be held in January to discuss budgets and cost of the program. In February the surveys will go out to eligible families. A Board member recommended that the surveys go out to everyone and not just to the parents of kindergarteners.

19. There was no discussion on strategic planning at this meeting. This will be discussed at a future Board meeting sometime next year.

20. Annette Soreng addressed the Board to thank them and the calendar committee for making minimum days coincide between the high school and elementary schools.

21. Agenda items for future meetings:

- Superintendent search
- Dual Immersion
- Student/Staff presentations
- Transportation report on our bus fleet

22. Tim Kehoe read a letter from Jared Huffman, 6TH District Assemblyman, congratulating Shoreline USD on the passage of Measure C.

Annual Organizational Meeting

The Annual Organizational Meeting was held directly following the regular Board meeting. The 2013 Board meeting calendar was set and the following officers were elected:

Board President for 2013	Tim Kehoe
Board Vice President for 2013	Jane Healy
Board Clerk for 2013	Kegan Stedwell
Board Representative for 2013	Jill Manning-Sartori

Meeting adjourned at 8:30 p.m.

Respectfully submitted,

Stephen Rosenthal
Signed by Nancy Neu, Interim Superintendent

Adopted by the Board: