

**SHORELINE UNIFIED SCHOOL DISTRICT  
MINUTES OF THE REGULAR MEETING  
DECEMBER 18, 2014**

**UNAPPROVED MINUTES**

A regular meeting of the Shoreline Unified School District Board of Trustees was held at Tomales Elementary School on Thursday, December 18, 2014. The meeting was originally scheduled for Thursday, December 11, 2014, but due to a severe storm and unsafe road conditions we cancelled this meeting and rescheduled it for Thursday, December 18, 2014.

1. Trustee Clarette McDonald called the meeting to order at 4:33 p.m.
2. Board members present: Jane Healy, Clarette McDonald, Jill Manning-Sartori, Monique Moretti and Tim Kehoe. Kegan Stedwell arrived at 4:35 p.m. and Jim Lino arrived at 5:00 p.m. No Board members were absent. Staff present: Tom Stubbs, Adam Jennings, Matt Nagle, Susan Skipp, and Jeannie Moody.
3. No comments from the public on closed session items.
4. Recessed to closed session at 4:34 p.m.
5. Reconvened to public session at 6:05 p.m.
6. Approved and adopted the agenda.  
(Healy/Kehoe AYES: Healy/Kehoe/Lino/Moretti/Stedwell/McDonald/Manning-Sartori  
NOES: None ABSENT: None ABSTAIN: None) Motion passes.
7. Trustee Clarette McDonald reported out of closed session the following information: While there are still aspects of the negotiations that have to be finalized, the District will not go into impasse for the 2014-2015 school year. In closed session the Board voted to approve the recommendation of the administrative team to expel Student A and suspend the expulsion.
8. Xenia McLean was honored as Shoreline's student of the month for December 2014. Ms. Tambussi and Ms. Leask made the presentation. Vanessa Martin and her family were unable to make the meeting. A presentation will be made for Vanessa Martin at Tomales Elementary School at a later date.
9. Student Representative Adrian Vega reported on all of the events and activities happening throughout the District.
10. Consent Agenda
  - 10.1 Approved minutes of October 16, 2014, regular meeting.
  - 10.2 Approved minutes of October 29, 2014, special meeting.
  - 10.3 Approved minutes of November 20, 2014, regular meeting.
  - 10.4 Approved warrants: General.
  - 10.5 Acceptance of gifts: To: Tomales High School: Alice Nadler donated a vintage steel drum from Jamaica valued at \$250.00. To: West Marin School: Casa Manana Restaurant donated food for the MCF community meeting estimated at a value of \$300.00.  
(Healy/Stedwell AYES: Healy/Kehoe/Lino/Moretti/Stedwell/McDonald/Manning-Sartori  
NOES: None ABSENT: None ABSTAIN: None) Motion passes.
11. Marin Community Foundation (MCF) PreK – 3 Grant Report was tabled until the January Board meeting.

**Curriculum and Instruction**

12. Principals' Report: Mr. Jennings reported that the high school will be revamping the graduation requirement of 25 hours community service by spreading it out over four years rather than fulfilling the 25 hours all in one year. For example students will fulfill their 25 hours of community service: Five hours

their freshman year, ten hours their sophomore year, five hours their junior year and five hours their senior year. Mr. Nagle reported that the Point Reyes Farmstead Cheese Company's golf tournament raised \$20,000 for West Marin School. They will use this money to purchase iPads. He then reported that there will be major changes to the 2015-16 report cards to align with the Common Core requirements. A committee will be formed to work on this process. Mr. Patterson's report was presented by Sandy Kaplan, Nicole Vigeant, Jolynn McClelland and Cecilia Lopez who presented signed letters of support to keep Jim Patterson as interim principal at Tomales Elementary School for the 2015-16 school year. The formation of a committee to research and gather information as to what the desired principal position at Tomales Elementary School should look like will be happening soon.

13. Superintendent Tom Stubbs reported that the storm we weathered and the school closures were not easy decisions to make but many stakeholders were involved to help him make these decisions. The number one priority is always to keep our students and staff safe. He then introduced Bruce Abbott, our new chief business official. Other topics that Mr. Stubbs addressed: Superintendent evaluation survey, Wellness Committee, Policy Committee, and District Office hours of operation during winter break.
14. Board of Trustees' Report: President Jane Healy individually thanked each Trustee for their devotion and support. She gave each of them a gift to show her appreciation. Vice-President Jill Manning-Sartori reported that she attended the CSBA Conference in San Francisco. She learned many new things but said that her favorite part was a presentation by Amanda Ripley who wrote the book "The Smartest Kids in the World and How They Got That Way". Trustee Jim Lino spoke about the last board policy meeting and requested that more parents from the District join this very important committee and attend future meetings.
15. Reviewed the inter-district transfer attendance report.
16. No reports were reported on the Quarterly Reports on Williams Uniform Complaints.
17. No one addressed the Board on items not on the agenda.
18. California School Employees Association (CSEA) sunshined negotiation items with Shoreline USD. CSEA President Linda Borello stated that this contract document was voted on in June and that Article VIII: Wages will be changed in light of the current budget issues. Trustee Stedwell asked if/when CSEA will be providing a revised proposal.

### **Finance and Business**

19. CBO Susan Skipp reported that the fiscal outlook all looks positive; we will know more when the Governor's budget comes out in January. Ms. Skipp then stated that Judy Stephens will begin the audit process of our cafeteria in January and will report her findings to us in February.
20. Approved the 2014-15 budget updates. Jim Lino qualified his motion to approve the 2014-15 budget updates as long as we do not pay the \$21,000 additional charge from Tomales Village Community Services District without approval from the Board, Monique Moretti seconded.  
(Lino/Moretti AYES: Healy/Kehoe/Lino/Moretti/Stedwell/McDonald/Manning-Sartori  
NOES: None ABSENT: None ABSTAIN: None) Motion passes.
21. Approved First Interim Budget Report ending October 31, 2014.  
(Lino/Healy AYES: Healy/Kehoe/Lino/Moretti/Stedwell/McDonald/Manning-Sartori  
NOES: None ABSENT: None ABSTAIN: None) Motion passes.
22. Reviewed the California Broker Compensation Disclosure Report.
23. Discussed the district paid health benefits for our Board of Trustees. Superintendent Tom Stubbs received clarification from legal that BB 9250 – Remuneration, Reimbursement and Other Benefits pertaining to district paid health benefits cannot legally be changed in the middle of a trustee's term. After some discussion the Board decided that any trustee that is willing to do so should voluntarily reimburse the District for the cost of their health benefits.

24. Discussed the district owned properties and whether or not the Board would be interested in selling these properties to help our financial situation. After some discussion, no member of the Board was in favor of selling the district owned properties.

### **Employees**

25. Superintendent Tom Stubbs accepted the resignation letter from Leslie Scott, bus driver, effective December 1, 2014.

26. Approved employment of Megan McMillin, instructional assistant at West Marin School, five days per week, six hours per day, effective December 15, 2014. Ms. Healy amended her motion to change the effective date to January 5, 2015, Ms. Moretti seconded.

(Healy/Moretti AYES: Healy/Kehoe/Lino/Moretti/Stedwell/McDonald/Manning-Sartori  
NOES: None ABSENT: None ABSTAIN: None) Motion passes.

27. Adoption of Resolution 2014.15.5 – Reduction of Certificated Services was tabled to the February meeting. The Board directed the Superintendent to have legal prepare two separate resolutions; one for the superintendent position and one for the principal position at Tomales Elementary School.

28. Approved the memorandum of understanding with Shoreline Education Association (SEA) for retirement incentives.

(Kehoe/Healy AYES: Healy/Kehoe/Lino/Moretti/Stedwell/McDonald/Manning-Sartori  
NOES: None ABSENT: None ABSTAIN: None) Motion passes.

### **Auxiliary**

29. Agenda items for future meetings: Tomales Village Community Services District contract review.

30. Communications: President Jane Healy read a thank you card from the 6<sup>th</sup>, 7<sup>th</sup>, and 8<sup>th</sup> graders thanking the Board for allowing them to participate in the Clem Miller Point Reyes National Seashore Field Trip.

### **Annual Organizational Meeting**

1. Election of Board President for 2015 - Jill Manning-Sartori
2. Election of Board Vice President for 2015 - Kegan Stedwell
3. Election of Board Clerk for 2015 - Clarette McDonald
4. Appointment of Board Representative for 2015 - Jim Lino
5. Established dates times and locations for 2015 board meetings
6. Established board committee members

**Adjournment: 9:55 p.m.**

Respectfully submitted,

Tom Stubbs, Superintendent

Adopted by the Board: