

**SHORELINE UNIFIED SCHOOL DISTRICT  
MINUTES OF THE MEETING  
FEBRUARY 20, 2014**

**UNAPPROVED MINUTES**

A regular meeting of the Shoreline Unified School District Board of Trustees was held at West Marin School on Thursday, February 20, 2014.

1. Jill Manning-Sartori called the meeting to order at 5:05 p.m.
2. Board members present: Jill Manning-Sartori, Tim Kehoe, Jane Healy, Monique Moretti, Jim Lino and Clarette McDonald. Board member absent: Kegan Stedwell. Staff members present: Tom Stubbs, Susan Skipp, Adam Jennings, Jane Realon, Matt Nagle and Jeannie Moody.
3. No comments were heard from the public on closed session items.
4. Recessed to closed session at 5:10 p.m.
5. Reconvened to public session at 6:15 p.m.
6. No reportable action was taken in closed session.
7. Approved and adopted the agenda after announcing that items 19 – 22 will be heard when Todd Lee of Greystone West arrives at the meeting.  
(Healy/Moretti AYES: Manning-Sartori, Kehoe, Healy, Moretti, Lino, and McDonald  
NOES: None ABSTAIN: None ABSENT: Stedwell) Motion passes.
8. Paola Barajas and Raquel Macias were honored as Shoreline's students of the month for February 2014. Julie Cassel made the presentations.
9. Everyone enjoyed a musical performance from David Whitney's band students. Mr. Whitney, West Marin staff, and many community members took the opportunity to express how beneficial a full-time music program would be at West Marin School.
10. Student Representative Jack Strozzi reported on past and upcoming events happening throughout the District.
11. Consent Agenda
  - 11.1. Approved minutes of January 16, 2014, regular meeting.
  - 11.2. Approved minutes of November 19, 2013, special meeting.
  - 11.3. Approved payment of warrants.
  - 11.4. Accepted gifts to INV: Steven & Holly Visick donated an electronic piano. To WMS: James Topinka donated two mahogany book shelves.  
(Lino/Kehoe AYES: Manning-Sartori, Kehoe, Healy, Moretti, Lino, and McDonald  
NOES: None ABSTAIN: None ABSENT: Stedwell) Motion passes.
12. Discussed the possibility of having a representative/liaison to the Shoreline Unified School District Board of Trustees for matters of interest and concern to the Latino community.

**Curriculum and Instruction**

13. The principals' reported on professional staff development trainings put on by West Ed pertaining to cultural proficiency and Common Core State Standards.

14. Superintendent Tom Stubbs spoke about the importance of everyone coming together to attend the three meetings on Local Control and Accountability Plan (LCAP). Child care, translation and interpreting services will be provided. He then encouraged everyone to visit our website regularly. It is being updated each month with current meeting dates and other important information that is happening throughout the District. Mr. Stubbs also appeared as a guest speaker, in a live interview, with Marc Matheson on February 16, on West Marin's Community Radio Station KWMR. The radio show was titled, "The Place We Live".
15. Board President Jane Healy and Trustee Clarette McDonald shared information that they learned from the California School Boards Association workshop's that they attended. Trustee Jim Lino reported that he also attended a workshop on Best Practices in Governance. All commented that these workshops provided useful information and were very beneficial.
16. Reviewed the Interdistrict transfer attendance report.

### **Finance and Business**

17. CBO Susan Skipp had nothing to report.
18. Discussed the opportunity for new Board members to participate on the Finance Committee. Jane Healy, Tim Kehoe and Monique Moretti will stay on this committee.
19. Approved change order #01 for the Tomales High School Roofing & HVAC Replacement Project by R-E Corporation in the amount of \$20,567.00.  
(Healy/Lino AYES: Manning-Sartori, Kehoe, Healy, Moretti, Lino, and McDonald  
NOES: None ABSTAIN: None ABSENT: Stedwell) Motion passes.
20. Approved the Notice of Completion for the Tomales High School Roofing & HVAC Replacement Project.  
(Lino/Manning-Sartori AYES: Manning-Sartori, Kehoe, Healy, Moretti, Lino, and McDonald  
NOES: None ABSTAIN: None ABSENT: Stedwell) Motion passes.
21. Todd Lee of Greystone West Company presented his proposal of Prop 39 – Calif. Clean Energy Jobs Act. This proposal would allow the District to retrofit our existing lights in all of the classrooms and replace them with new energy efficient L.E.D. lighting, at no cost to the District.
22. Approved proposal from Greystone West Company to implement Prop 39 – Calif. Clean Energy Jobs Act.  
(McDonald/Healy AYES: Manning-Sartori, Kehoe, Healy, Moretti, Lino, and McDonald  
NOES: None ABSTAIN: None ABSENT: Stedwell) Motion passes.

### **Employees**

23. Approved the 2013-2014 Certificated Seniority List.  
(Moretti/Lino AYES: Manning-Sartori, Kehoe, Healy, Moretti, Lino, and McDonald  
NOES: None ABSTAIN: None ABSENT: Stedwell) Motion passes.
24. Superintendent Tom Stubbs accepted the resignation letter from Jamie Hunt, District/Personnel Secretary, and effective January 31, 2014.
25. Superintendent Tom Stubbs accepted the retirement letter from Bernadette Vilicich, Instructional Assistant at Tomales Elementary School, effective June 6, 2014.
26. Superintendent Tom Stubbs accepted the retirement letter from Kathy Lucchesi, Administrative Secretary at Tomales Elementary School, effective July 1, 2014.

27. Approved the employment of Ernesto Orozco, District Groundskeeper, eight hours per day, effective February 27, 2014.  
(Kehoe/Healy AYES: Manning-Sartori, Kehoe, Healy, Moretti, Lino, and McDonald  
NOES: None ABSTAIN: None ABSENT: Stedwell) Motion passes.
28. Approved sabbatical request for Esther Underwood, teacher at West Marin School for the 2014-15 school year. Principal Nagle and Superintendent Stubbs both recommended approval of the request.  
(Lino/McDonald AYES: Manning-Sartori, Kehoe, Healy, Moretti, Lino, and McDonald  
NOES: None ABSTAIN: None ABSENT: Stedwell) Motion passes.
29. Approved the reconfiguration of the District Office staff and positions. Superintendent Stubbs recommended.  
(Healy/Kehoe AYES: Manning-Sartori, Kehoe, Healy, Moretti, Lino, and McDonald  
NOES: None ABSTAIN: None ABSENT: Stedwell) Motion passes.

### **Auxiliary**

30. Community members addressed the Board on items not on the agenda. The Board listened to their comments but was unable to respond.
31. Discussed the shared services for Business and Special Education.
32. Agenda items for future meetings:  
-Second Interim  
-Classified Seniority List  
-First reading on selected sections of BP/AR's
33. No communications.

**Adjournment:** 9:30 p.m.

Respectfully submitted,

Tom Stubbs, Superintendent

Adopted by the Board: