

Saratoga Union School District Minutes

Created: May 07, 2008 at 03:29 PM

Regular Board Meeting

April 29, 2008

Tuesday, 06:00 PM

District Office Conference Room
20460 Forrest Hills Drive, Saratoga, CA 95070

Attendees

| | | |
|----------------|--------------------------|-------------------|
| Michael Gipe | President | |
| Pragati Grover | | |
| Cindy Ruby | | |
| Shinku Sharma | | |
| Beth Polito | Assistant Superintendent | <i>non-voting</i> |
| Ellen Tipton | Chief Business Official | <i>non-voting</i> |
| Lane Weiss | Superintendent | <i>non-voting</i> |

1. Call to Order/Public Comment

1. The meeting will be called to order at 6:00 p.m. by Board President Michael Gipe.

The meeting was called to order at 6:00 p.m. by Board President Michael Gipe. There were no comments from the community.

2. Closed Session

1. Personnel Report

The Personnel Report was approved as presented.

Motion made by: Shinku Sharma

Seconded by: Pragati Grover

Votes

Unanimously Approved

2. Certificated and Classified Negotiations

The board discussed Certificated and Classified Negotiations. No action was taken at this time.

3. Conference with Labor Negotiator (Government Code Section 54954.5)

The board met in conference with Labor Negotiator per Government Code Section 54954.5 and no action was taken at this time.

3. Spotlight

1. Redwood Middle School Musical Honk Time Certain: 06:30 PM

Jill Milton, parent volunteer musical director, introduced the following students from Redwood Middle School who performed highlights from the musical *Honk*: Penny Burgess - 8th grade, Kendall Milton - 8th grade, Ethan Drohan - 7th grade, Lindsey Baab - 6th grade, Stephanie Payne - 7th grade, Matt Opatrny - 8th grade, Arnav Dugar - 8th grade.

Board members thanked the students for coming to the board meeting and for their

performance.

4. Open Session/Report Out From Closed Session

1. Report Out from Closed Session Time Certain: 06:45 PM

Board President Michael Gipe reported on action taken in Closed Session. The Personnel Report was approved as follows:

Leave of Absence:

James Cohn, 8th Grade Core Teacher at Redwood Middle School, requesting to have his leave of absence approval be rescinded for the 2008-09 school year.

Resignations:

Amy Bosinger, Teacher currently on Leave of Absence for 2007-08 is resigning effective June 11, 2008.

Christine Coelho, RSP Teacher at Redwood Middle School is resigning effective June 11, 2008.

Katherine Lighty, 8th Grade Teacher at Redwood Middle School is resigning effective June 11, 2008.

Retirement:

Nancy Gomes Artru, 1st Grade Teacher at Foothill Elementary School is retiring effective June 11, 2008. Nancy has been with SUSD for 38 years.

5. Action/Consent Items

1. Approval of Agenda Time Certain: 06:50 PM

The board approved the agenda for April 29, 2008.

Motion made by: Pragati Grover

Seconded by: Cindy Ruby

Votes

Unanimously Approved

2. Approval of Minutes - April 15, 2008

The Board approved minutes from the April 15, 2008 meeting.

Motion made by: Pragati Grover

Seconded by: Cindy Ruby

Votes

Unanimously Approved

3. Declaration of Surplus Property

The Board reviewed and approved the Declaration of Surplus Property.

Motion made by:Pragati Grover

Seconded by: Cindy Ruby

Votes

Unanimously Approved

6. Communications

1. Community Comments Time Certain: 06:55 PM

There were no comments from the community.

2. Comments from Employee Groups

There were no comments from employee groups.

3. Comments from the Superintendent

- STAR Testing begins next week. He expressed appreciation to staff for their work and wished students well.
- He attended the Miller Brown and Dannis workshop titled "Students and Special Education Assembly" with Assistant Superintendent Dr. Beth Polito. It was worthwhile to hear the new legal information.
- He will attend the California City School Superintendents Conference in San Diego next Thursday and Friday and report back to the board on information about the conference.
- First Math Consortium (Noyce Foundation) - met with partnership district representatives this morning to prepare for end of year review next week. and preview 2008-09.
- SLCT Days - Principals and teachers have been sharing information with parents. Teachers will be working on Writing Assessments and training with new science materials.
- GATE - Assistant Superintendent Dr. Beth Polito has been working with Kevin Mount from the Los Gatos-Saratoga Joint Union High School District on a K-12 approach for the upcoming GATE Application.
- He met with Barbara Morrow Williams the new Saratoga Community Librarian, Superintendent Cary Matsuoka, Los Gatos-Saratoga Joint Union High School District , and Principal Jeff Anderson of Saratoga High School. After a tour of the library, they discussed after school programs for students, training for library staff, and how to work in partnership.
- He expressed appreciation to Kathy Devich, Amy Schaumburg, and Howard Lorenz for their work on Agenda Online.

4. Comments from the Board

Shinku Sharma suggested a math map be provided to guide parents through middle and high school math classes.

Michael Gipe read a letter from the Santa Clara County Office of Education which acknowledged that Saratoga Union School District will be able to meet financial obligations and to maintain the required reserve for the current and two subsequent fiscal years.

Pragati Grover thanked Principal Kelly Green and the Redwood Middle School staff for a wonderful parent orientation meeting for incoming parents.

Michael Gipe thanked Redwood Middle School Dean Eric Witter for his work on the school musical *Honk*.

7. Action/Discussion

1. Budget Update Time Certain: 07:05 PM

Superintendent Lane Weiss presented a summary of budget facts:

- 2007-08 Budget- \$22.5M
- 2008-09 expenses next year \$22.5M
- 2007-08 Property Tax - \$17,028,401.00
- 2008-09 Property Tax - \$17,879,821.00
- Total Amount of Revenue Budget should be a reflection of district values.
- 85.9% of budget is spent on Personnel expenses this year.
- 86.4% of budget will be spent on Personnel expenses next year
- Current reserve calls for 10% now have 9.8%
- Governor's May Revise will be May 14, 2008.

Superintendent Weiss, Assistant Superintendent Polito, STA President Mary Thomas, and Math Coach Mardi Kambish attended the EdSource Workshop and heard Elizabeth Hill speak on budget.

The Budget Advisory Committee had their first meeting and will prepare a recommendation to the board for 2008-09. A major concern will be if a payback to the state is requested from SIP funding.

SEF is working on the 2008-09 Major Grant and anticipates a \$170,000 shortfall this year.

Health and Welfare costs are being reviewed.

CBO Ellen Tipton will provide a new ending balance projection as of May 1st at the next board meeting.

2. Curriculum and Instructional Focus for 2008-2009 Time Certain: 07:20 PM

Assistant Superintendent Dr. Beth Polito reported on the 2008-09 Instructional/Curricular Focus. She shared top ideas from the District Leadership Team (DLT) and each school site. Top ideas from the DLT included (1.) Differentiation, (2.) Meeting the needs of all students in a student-centered instructional environment, and (3.) Assessment/Best Practices/Data driven instructional decision making. Additional ideas were generated at the school sites.

Next steps will include the development of a board calendar and how the board will interface. There has been good collaborative dialogue and the board would like to hear a discussion of staff members who have contributed to the suggestions.

3. Professional Learning Communities/ California League of Middle Schools Time Certain: 07:30 PM

Redwood Middle School Principal Kelly Green, Assistant Principal Jason Robertson, and Dean Eric Witter presented information about Professional Learning Communities (PLCs) from the

California League of Middle Schools conference. Nine staff members with a cross section of teachers, administrators, and a representative from every department attended the conference. Teachers who attended the conference included: Angie Deans, Matt Grenier, Michele Hsieh, Paul Navarro, Elizabeth Belles, and Mardi Kambish.

- Eric Witter presented a power point presentation of an overview of Rick DuFour's presentation at the 2008 CLMS Conference. A copy of the presentation is available on request from the district office.

- A Professional Learning Community is a model for organizing schools around best practices in education. Educators are committed to working collaboratively in ongoing processes of collective inquiry and action research in order to achieve better results for students.

- Teachers commented there have been great conversations and collaboration among staff. This program helps students with transitioning from year to year, uses common assessments which provide richer information for parents, allows teachers to share their experiences with colleagues.

- What tools are available so we don't have to reinvent the wheel? Superintendent Weiss added that 70-80% of districts are using PLCs and many tools are already available.

- How ready is the Redwood Middle School staff? is positive and collaborative time is already built in. There is some concern on common assessments for next year.

- This will be a long process. There will be focus groups on PLCs, visits to other school districts to see how the program looks, and recommendations will be brought to the board.

4. First Reading - Board Policies 9000s - Board Time Certain: 08:00 PM

Superintendent Lane Weiss reviewed the Board Policy 9000 series which governs bylaws of the board. The most updated version of the 9000s is available on CSBA GAMUT Online. The work from the board sub-committee was shared. Board members were asked to review the 9000s which will be presented for second reading and approval at the next board meeting.

5. California School Boards' Association (CSBA) Workshop Summary - Board Self-Evaluation and Superintendent Evaluation Time Certain: 08:10 PM

Board President Michael Gipe and Superintendent Lane Weiss attended CSBA's Board and Superintendent Self-Evaluation workshop on April 17th taught by Molly McGee Hewitt. This workshop assisted board members and superintendents in developing strategies for a meaningful and productive experience as well as provided a variety of performance-based evaluation instruments and procedures to assess the leadership effectiveness of the governance team. The board evaluation is held in Open Session and the superintendent evaluation is held in Closed Session. The board reports out any contract changes, progress on district goals, and performance tied to ACSA standards. The board will schedule the evaluations at the next board meeting.

6. Board Calendar - California School Boards' Association Governance Standards and Board Jobs Time Certain: 08:20 PM

Board President Michael Gipe and Superintendent Lane Weiss reported on the California School Boards' Association Governance Standards and Board Jobs. A Sample School District Governance Calendar, which provides an overview of board tasks, was shared. This will align our processes and become part of a board handbook. A committee including Superintendent Lane Weiss, Assistant Superintendent Beth Polito, Human Resources Director Kym Plaing, and board members Cindy Ruby and Pragati Grover will draft a board calendar for the 2008-09 school year.

8. Communications

1. Community Comments Time Certain: 08:35 PM

There were no comments from the community.

9. Future Agenda Items

1. The Board will review items for future agendas. Time Certain: 08:40 PM

Board members reviewed items for upcoming meetings.

May 13, 2008

Actuarial Study - Discussion

Sunshine of Health and Welfare

Approval of Board Policy 9000s

Classroom Funds Discussion

Set dates for Superintendent and Board evaluations

May 27, 2008

Solar Update

June 24, 2008

Board Evaluation - Workshop

10. Adjournment

1. The meeting will be adjourned at 8:50 p.m.

The meeting was adjourned at 9:43p.m.

Signature

Signature