



**BOARD OF TRUSTEES  
SARATOGA UNION SCHOOL DISTRICT  
Regular Board Meeting  
February 26, 2008**

**M I N U T E S**

Present: Michael Gipe, Pragati Grover, Jack Chang, Cindy Ruby, Shinku Sharma

**1. Call to Order/Public Comment**

The meeting was called to order at 5:33p.m. by Board President Michael Gipe. The public was invited to address the board on issues on the Closed Session agenda.

There were no comments from the public.

**2. Closed Session**

Board members met in Closed Session for:

- 2.1 Approval of recommendations for Teachers' Permanent Status (Probationary II)
- 2.2 Personnel Report
- 2.3 Public Employee Discipline/Dismissal/Release (Government Code 54957)
- 2.4 Certificated and Classified Negotiations – Conference with labor negotiator Lane Weiss
- 2.5 Conference with Labor Negotiator (Government Code section 54954.5)  
Agency designated representative: Board President Michael Gipe  
Unrepresented employee: Superintendent

**3. Open Session**

Board President Michael Gipe called the meeting into Open Session and reported on action taken in Closed Session.

A motion was made by Pragati Grover and seconded by Cindy Ruby to approve recommendations for permanent status of second year probationary teachers.

AYES: Gipe, Grover, Chang, Ruby, Sharma

NOES: 0

**Recommendation for Permanent Status of Second Year Probationary Teachers**

Sheila Chako	Kindergarten	Argonaut School
Christie Sanden	5 <sup>th</sup> Grade	Argonaut School
Sheridan Kurtz-Fenster	1 <sup>st</sup> Grade	Foothill School
Susan Jacobs	4 <sup>th</sup> Grade	Saratoga School
Markus Puhvel	Spanish	Redwood Middle School
Suzanne Ross	Math/Science	Redwood Middle School
Debbie Skelton	RSP	Redwood Middle School
Amber Wilson	Math	Redwood Middle School
Kathy Wolff	Speech Therapist	Redwood Middle School

A motion was made by Shinku Sharma and seconded by Cindy Ruby to approve the recommendation for the hire of Ellen Reeves as ELL Aide at Saratoga School and to deny the request for an extension of Leave of Absence for Patience Fielding for the 2008-09 school year.

AYES: Gipe, Grover, Chang, Ruby, Sharma

NOES: 0

## Personnel Report

### New Hire

Ellen Reeves is being recommended for the ELL (English Language Learners) Aide position at Saratoga Elementary School effective February 25, 2008.

### Leave of Absence

Patience Fielding, teacher currently on leave of absence is requesting to extend leave for the 2008-2009 school year.

#### 4. Action/Consent Items

\*Approval of Agenda

\*Approval of Minutes for February 12, 2008

A motion was made by Pragati Grover and seconded by Cindy Ruby to approve the Action/Consent Items.

AYES: Gipe, Grover, Chang, Ruby, Sharma

NOES: 0

#### 5. Communications

##### 5.1 **Community Comments**

- There were no comments from community members.

##### 5.2 **Comments from Employee Groups**

- There were no comments from Employee Groups.

##### 5.3 **Comments from the Superintendent**

- Superintendent Weiss welcomed everyone back from the February break.
- He commended Facilities Director Jerry Peth for his follow-up on work done at each school site over the break. He also expressed appreciation to the maintenance staff.
- The District Office is in the process of being painted and work will be done next week.
- The STAR Writing Test materials have been received.
- Beth Polito attended the Community Emergency Response Team (CERT) meeting with Jim Yoke the Emergency Services Coordinator of the Santa Clara County Fire Department. SUSD is taking a leadership role in CERT.
- Superintendent Weiss will attend a California School Boards Association conference on Student Learning and Achievement this Friday in Sacramento.
- A team from Redwood Middle School will attend the California League of Middle Schools Conference this Friday in Sacramento.
- The Foothill School 2<sup>nd</sup> grade teachers will pilot the MARS test this year.
- Superintendent Weiss will be talking with staff and District Leadership Team to communicate and distribute factual information about current state budget proposals.
- Superintendent Weiss invited board members and an STA representative to attend the Silicon Valley New Teacher Project Induction Summit on March 7<sup>th</sup>, at Villa Ragusa in Campbell, from 7:45-10:30am.
- Superintendent Weiss announced we have received election information in preparation for the November 4, 2008 Board Election from the Santa Clara County Registrar of Voters. The candidate filing period will be July 14 – August 8 2008. We will implement an orientation for potential candidates and he will keep the board posted on what needs to be done.

##### 5.4 **Comments from the Board**

- Board President Michael Gipe announced he had received a copy of a Grand Jury request for information. Superintendent Weiss reported staff has responded to these questions in a timely manner.

- Board President Michael Gipe reported CSBA is starting call for proposals for the next CSBA Annual Conference and asked if board members are interested in writing a proposal to contact him.
- Board member Shinku Sharma reported Dr. Barbara Williams is the new librarian at the Saratoga Community Library and a reception will be held this Friday in her honor. All are invited to attend.
- Board member Cindy Ruby announced that EdSource will host a forum in mid-April called “Big Visions and Hard Realities: What We Can Do Now”. There will be many great speakers. This information will be sent to all board members.
- Clerk of the Board Pragati Grover reported questions coming from the parent community about the upcoming conference schedule and teacher work day. Information will be shared with parents by district staff, principals and teachers.

**6. Action/ Discussion**

**6.1 Closing Public Hearing: Disclosure of District and STA’s Initial Proposals for the successor contract (2008-2011) contract**

A Public Hearing was opened on February 12, 2008 by Board President Michael Gipe and has provided an opportunity for community responses. The public was invited to send comments or suggestions in writing to the Superintendent or Board of Trustees, at the Saratoga Union School District Office, 20460 Forrest Hills Drive, Saratoga, CA 95070. After hearing comments from the community, the Public Hearing will be closed. Pursuant to Government Code section 3547, a public hearing is being held to provide the public an opportunity for input into the negotiations process.

**Article III Negotiation Procedures**

- Timeline for sunshining contract proposals

**Article V Association and Unit Member Rights**

- #14 – Aides
- #17 – Implementation of Response to Intervention (RTI)
- #21 – Academic and Non-Academic Growth – professional development for travel

**Article V Association and Unit Member Rights**

#10 (Texts and Materials) #18 (Role of District Leadership Team) #19 Professional Development and, Article XIII (Assignment and Transfer #2d), and Issues related to the delivery of services to English Language Learners and the Cross-cultural, Language, and Academic Development (CLAD) Certificate and the California Teacher of English Learners (CTEL) Certificate

**Article X Leaves**

- Personal Necessity Leave

**Article XII Class Size and Balance**

- Redwood Middle School Homeroom Program
- Placement of students with special needs

**Article IX Hours of Employment**

- Professional Day
- Minimum Days for spring conferences
- Professional Development Days

- Article XV      Certificated Employee Evaluations**
  - #3 – Development of a committee to revise and monitor Certificated Employees Evaluation Guide
  
- Article XX      Compensation and Benefits (Health and Welfare for the 2008-2009 school year)**– The district proposes to negotiate fair and equitable adjustments in compensation (Health and Welfare benefits), consistent with the District’s ability to pay now and in the future, and the reality of state and local economies.
  
- Appendix 7      Teacher Leadership Compensation**
  - Options for when teacher leaders are paid

One communication from a community member was received at the last board meeting expressing concern about the inconvenience of professional development days for parents. No other comments were received from the community. Board President Michael Gipe closed the Public Hearing at 7:05 p.m.

**6.2      Recommendation for Science Instructional Materials**

Assistant Superintendent Beth Polito and members of the Science Instructional Materials Task Force presented recommendations for the adoption of Science Textbooks and Instructional Materials for grades K-8. The process began in March of 2007 when the committee was formed and included development of a timeline and district lens, selection of publishers to pilot November 2007 –January 2008, evaluation of materials and presentation of recommendations to the board. Each grade level piloted 2-4 publishers. Recommendations for 2008-09 and costs are as follows:

<u>Grades</u>	<u>Publisher</u>	<u>Cost</u>
K-3	Foss/Delta	\$ 82,747.01
4-5	McGraw Hill	\$ 35,593.20
6-8	Prentice Hall	<u>\$ 64,225.65</u>
		<u>\$182,565.86</u>

Costs for materials include professional development; work will be done to support Foss program which requires lab materials to be replenished. Support for teachers and plans for professional development will be done this spring.

Board members reviewed samples of recommended textbooks. Superintendent Weiss added that the board has generously provided \$75,000 for instructional materials because of limited state funding. We are on track to purchase base level instructional materials. This recommendation and a request for approval will be brought to the board at their next meeting.

**6.3      Approval of Second Interim Report – J200**

Chief Business Official Ellen Tipton presented the 2007-08 Second Interim Report – J200 for Board approval. She provided the Summary of General Fund Income/Expense 3-Year Forecast (2007/08 to 2009-10) for review.

A motion was made by Shinku Sharma and seconded by Cindy Ruby to approve the 2007-08 Second Interim Report – J200, January 31, 2008 including changes from negotiations as of January 31, 2008.

AYES: Gipe, Grover, Chang, Ruby, Sharma  
 NOES: 0

**6.4 Approval of Ed. Code Assignments/Single Subject Credentialed Teachers at Redwood Middle School in Accordance with Education Code Section 44258.3**

In order to comply with Education Code 44258.3 and Board Policy 2225, teachers whose credentials do not fully cover the subject matter they teach at the middle school may comply under certain Education Code sections. Human Resources Director Kym Plaing requested board approval to bring the District into full compliance. These teachers have given their consent to their assignments for the 2008-09 school year.

Education Code Section 44258.2 Single Subject Teaching Credential

<u>Name</u>	<u>Assignment</u>	<u>Authorization Needed</u>
Elizabeth Belles	7 <sup>th</sup> Grade	English
James Conn	8 <sup>th</sup> Grade	English
Pam Demertzis	7 <sup>th</sup> Grade	Social Science
Jason Engilis	Video	Arts

Education Code Section 44256(b) Multiple Subject Teaching Credential

<u>Name</u>	<u>Assignment</u>	<u>Authorization Needed</u>
Denyelle Chapman	6 <sup>th</sup> Grade Science	Science
Suzanne Ross	6 <sup>th</sup> Grade Science/Math	Science and Math

Education Code Section 44831 Certification Qualification

<u>Name</u>	<u>Assignment</u>	<u>Authorization Needed</u>
Dawn Greenberg	Speech Therapist	Speech-Language Pathology

A motion was made by Cindy Ruby and seconded by Shinku Sharma to approve Ed. Code Assignments/Single Subject Credentialed Teachers at Redwood Middle School in Accordance with Education Code Section 44258.3

AYES: Gipe, Grover, Chang, Ruby, Sharma  
NOES: 0

**6.5 Budget Update/Tax Assessor Update**

Superintendent Lane Weiss and Chief Business Official Ellen Tipton updated the board on budget information regarding the state's current budget situation and projections for the 2008-2009 school year.

Santa Clara County Tax Assessor's Office

- The property tax increase for 06/07 to 07/08 is currently 4.92%. The tax roll to date for 2008/09 reflects approximately the same increase. We are currently using 5.0% in our 08/09 budget calculations.
- Estimated 30million dollars in roll corrections
- Next meeting will be in May 2008

School Services, School Innovations and Advocacy, Legislative Analyst's Office, and Association of California School Administrators

- ACSA – big advocacy campaign to not suspend Prop 98; keep momentum going for improving our public school system
- Budget deficit predicted - spending problem/also need to find ways to increase revenue; Basic Aid districts may have to pay their “fair share” out of categorical funds or may need to use their reserve.
- Legislative Analyst Office came up with a plan to decrease cuts to schools - take away Class Size Reduction (CSR) and provide funding in a block grant for more flexibility; still not a plan for basic aid districts and this would be very unlikely

We will take a measured approach, review our categorical budget, and look at our reserve. It is difficult to plan since budget information does not come in until much later.

**6.6 California School Boards Association (CSBA) Budget Resolution Draft**

Superintendent Lane Weiss presented a draft resolution relating to the state education budget. The board was asked to give input and consider approving a Saratoga Union School District version of this template to show we stand behind strong education funding for all schools in California. Superintendent Weiss and Assistant Superintendent Polito were directed to draft a resolution to be presented for approval at the next board meeting.

**6.7 Redwood Middle School Math Instruction Discussion**

Redwood Middle School Principal Kelly Green presented a summary of discussions taking place at Redwood Middle School on the topic of student grouping and the organization of instruction in the area of mathematics instruction. Information included:

Goal	Heterogeneously group students in mathematics
Timeline	Consider pilot of 6 <sup>th</sup> grade in 2008-09, add 7 <sup>th</sup> grade in 2009-10, and add 8 <sup>th</sup> grade in 2011-12
Challenges	Neighboring districts track math, more teacher training in differentiation, shadow class replaces an elective course, timeline, identifying the process
Supporting Information	Heterogeneous grouping provides equity/eliminates stigmas; allows for better teaming, shadow class provides a safety net, no other course is grouped by ability, timeline allows the opportunity for all students to prepare for Algebra 1 in 8 <sup>th</sup> grade, communication among SSC, PTA and students has been very positive, research shows that lower performing students benefit from heterogeneous grouping while high achievers remain the same

The board expressed interest in the topic of student grouping and requested more information in the areas of process, timelines, comparison to international studies, use of best instructional practices, state standards, impact on classroom teachers, impact on K-5, professional development, staffing and fiscal impact, and communication to parents. There will be discussion with K-5 principals and this will be brought back to the next board meeting.

**6.8 Resolution 328.2/08 – Increasing School Facilities Fees as Authorized by Government Code 65995(b)(3)**

Chief Business Official Ellen Tipton presented the January 2008 Development Fee Justification Study for board approval. The Board opened a Public Hearing at 9:34 p.m. regarding the proposed increase in Level One Development Fees from \$2.05 to \$2.97 per square foot for residential projects over 500 square feet and from \$.33 to \$.47 for commercial projects over 500 square feet. There were no comments from the community. The Board was then asked to consider approving Resolution 328.2/08 – Increasing School Facilities Fees as Authorized by Government Code 65995(b)(3).

A motion was made by Cindy Ruby and seconded by Shinku Sharma to approve the the January 2008 Development Fee Justification Study.

AYES: Gipe, Grover, Chang, Ruby, Sharma  
NOES: 0

A motion was made by Cindy Ruby and seconded by Shinku Sharma to approve Resolution 328.2/08 - Increasing School Facilities Fees as Authorized by Government Code 65995(b)(3)

Roll Call Vote

AYES: Gipe, Grover, Chang, Ruby, Sharma

NOES: 0

**6.9 Board Protocol Discussion**

Board President Mike Gipe facilitated discussion on the development of a protocol on how to place items on board meeting agendas.

A motion was made by Pragati Grover and seconded by Shinku Sharma to approve the board protocol, as amended, on how to place items on board meeting agendas.

AYES: Gipe, Grover, Chang, Ruby, Sharma

NOES: 0

Proposed protocols were discussed and included: communications, public relations, handling complaints from the community, and the board self-evaluation process.

**6.10 CSBA Delegate Assembly**

The Board is asked to vote for five candidates running for the California School Boards' Association Delegate Assembly. Board member Cindy Ruby presented a recommendation for five candidates: Frank Biehl, Cynthia Chang, Danielle M.S. Cohen, Kathleen Sullivan, and Dana Tom.

A motion was made by Cindy Ruby and seconded by Shinku Sharma to approve the CSBA Delegate Assembly nominations as recommended.

AYES: Gipe, Grover, Chang, Ruby, Sharma

NOES: 0

**6.11 Form 700 – Filing of Disclosure Statements**

The Board discussed requirements for filing Form 700 – Disclosure Statements. Kathy Devich requested Form 700s be turned in by March 14, 2008.

**7. Communications**

**7.1 Community Comments**

There were no comments from the community.

**8. Future Agenda Items**

The Board discussed items for future agendas.

March 11, 2008 – Regularly Scheduled Meeting – Cancelled

March 25, 2008 – Regularly Scheduled Meeting, District Office Conference Room, 6:30 p.m.

April 15, 2008 – Regularly Scheduled Meeting, District Office Conference Room, 6:30 p.m.  
Agenda Online Training, Time TBA

**9. Adjournment**

The meeting was adjourned at 10:01 p.m.

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Clerk of the Board