BOARD OF TRUSTEES
SARATOGA UNION SCHOOL DISTRICT
Regular Board Meeting
February 12, 2008

M I N U T E S

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

1. Call to Order/Public Comment

The meeting was called to order at 5:08 p.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 Review of recommendations for Teachers' Permanent Status
2.2 Public Employee Discipline/Dismissal/Release (Government Code 54957)
2.3 Personnel Report
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 announced the board discussed Items 2.1 and 2.2 in Closed Session and no action was taken. He reported the board would return to Closed Session at the end of the meeting.

4. Action/Consent Items

*Approval of Agenda
*Approval of Minutes for January 22, 2008
*Approval of Warrants for January 2008

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

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

5. Communications

5.1 Community Comments

- Sandy Waite Lopez announced Foothill School made it through the first round of the Distinguished Schools process.

5.2 Comments from Employee Groups

- There were no comments from Employee Groups.

5.3 Comments from the Superintendent

- Superintendent Weiss reported he and Assistant Superintendent Beth Polito joined parent volunteers in teaching Junior Achievement. He expressed his appreciation to all the wonderful parent volunteers and to Mark Linsky, Judy Gold, and Jean Poo for their leadership.
- Superintendent Weiss, Board President Michael Gipe, and Board Member Cindy Ruby attended a CSBA Workshop on collective bargaining. He will share beneficial information from the workshop at negotiations.
- Yesterday Superintendent Weiss attended a meeting with Basic Aid districts to discuss state budget proposals, a resolution to protect Proposition 98, and network with other districts.
- Communication – website, listserv, site visits, workshop,
- Visitation Days at our elementary schools are providing incoming parents opportunities to learn about our schools.
- The SUSD Technology Plan has been approved by the state. This will be available on our district website and a report will be given to the board.
- Superintendent Weiss has been contacted by the CK12 Foundation and staff from Redwood Middle School will be invited to participate in a focus group on better delivery of instruction to students.
- Superintendent Weiss met last week with the Saratoga Traffic Commission Task Force to discuss issues taking place around Saratoga Elementary School. They will meet again first week in March and recommendations will the go to the Saratoga City Council.
- Superintendent Weiss was pleased to announce a validation visit will be held at Foothill School as the next step in the process for their nomination as a California Distinguished School. He is very proud of Foothill and all of our schools.
- Superintendent Weiss attended the California Superintendent's Symposium in Monterey. Ian Jukes was a guest speaker who talked about the digital bombardment of our youth and brain research.

5.4 Comments from the Board

- Pragati Grover observed a Saratoga School emergency drill and it was reassuring to see students so well taken care of in emergencies.
- Michael Gipe reported attending the CSBA workshop on collective bargaining. He spoke with other board members about the Agenda Online program.

6. Spotlight: (Foothill 5th Grade American Revolution Re-enactment)

Fifth Grade teacher Eveonne Lockhart and students from Foothill School presented highlights from their American Revolution Re-enactment. Student who participated included: Gabrielle Marzolf as John Hancock, Nishant Agrawal as Thomas Jefferson, Brandon Nguyen as Benjamin Franklin, Tom Nakata as Roger Sherman, Sherrilyn Ling as Robert Livingston, and Corey Wong as John Adams. The board and superintendent expressed their appreciation to Mrs. Lockhart and the students for their wonderful performance.

7. Action/ Discussion

7.1 Second Quarter Report on Board Goals

Superintendent Lane Weiss presented a summary on the progress made on district goals during the months of October, November, and December 2007. His power point presentation detailed each of the following goals: Organizational Culture, Curriculum and Instruction, Communication, Finance, Human Resources, and Technology and an electronic copy will be provided upon request.

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

A Public Hearing was opened at 7:34p.m. by Board President Michael Gipe and 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. The Public Hearing will be closed at the board meeting on February 26, 2008. 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 expressing concern about the inconvenience of professional development days for parents. Superintendent Weiss thanked the community member for the comment and stated this will be included in the process.

7.3 Budget Update

Superintendent Lane Weiss and Chief Business Official Ellen Tipton updated the board on the possible impact of state budget proposals on the Saratoga Union School District budget and programs and communication strategies for staff and the community. Included in the discussion were projected enrollment, staffing, and budget projections.

- The Education Coalition will band together to protect Proposition 98
- Basic Aid districts will do a fair share calculation on revenue
- Summary of 2007-08 Selected State Categorical Programs
- Summary of General Fund Income/Expense History and Forecast
- Staffing and Enrollment Snapshot – February 12, 2008

Saratoga Teachers' Association President Mary Thomas commented that she appreciates the open discussion of using the reserve and these budget proposals provide credibility for having a strong reserve so that it can be used in these situations.

7.4 Resolution: TRAN Approval of Resolution 327.2/08 Tax and Revenue Anticipation Note (TRAN)

Chief Business Official Ellen Tipton explained the California Cash Reserve Program and asked the Board to approve Resolution 327.2/08 Tax and Revenue Anticipation Note (TRAN). By passing this resolution the District will have the opportunity to participate in the Cash Reserve Program sponsored by the California School Boards Association Finance Corporation.

A motion was made by Cindy Ruby and seconded by Pragati Grover to approve Resolution 327.2/08 Tax and Revenue Anticipation Note (TRAN).

Roll Call Vote

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

7.5 Development Impact Fees

Chief Business Official Ellen Tipton presented the revised Development Impact Fee Justification report dated January 2008. At the next Board meeting, February 26, 2008, the district will hold a Public Hearing and the board will be asked to approve a resolution to increase the 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. The new rates will go into effect May 13, 2008.

7.6 Request for Emergency Waiver of Competitive Bidding Process

Chief Business Official Ellen Tipton presented a report with background information to request approval for an emergency waiver of competitive bidding for repairs and/or replacement of a section of a storm drain at Redwood Middle School. After discussion, a motion was made by Cindy Ruby and seconded by Pragati Grover to approve the request for emergency waiver of the competitive bidding process.

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

7.7 Summer School Report

Assistant Superintendent Beth Polito reported to the board on the district's academic summer school program and presented options for discussion. The Summer School Report included: History, Program Description, Program Enrollment, Cost to District, Program Concerns, and Options. It was recommended that this year's summer program be assessed and proposed changes be made to the 2009-10 program. The Board will be engaged in discussions to better serve our students.

Board members thanked Assistant Superintendent Beth Polito for the informative report.

7.8 Approval of 2006-07 School Accountability Report Card (SARC) Reports

Assistant Superintendent Beth Polito presented the 2006-07 School Accountability Report Card reports for each school site and requested the board's approval. The SARC reports are now formatted in School Plan. These will be done in the fall as prescribed by the state.

A motion was made by Cindy Ruby and seconded by Pragati Grover to approve the 2006-2007 School Accountability Report Cards

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

7.9 Preview of Mathematics Instructional Materials Timeline

Assistant Superintendent Beth Polito presented a draft timeline (March 2008-May 2009) for the selection of Mathematics Instructional Materials for students in grades K-8. There will be a survey of needs, definition of a district lens, and a pilot program of 3 publishers, and an opportunity for parent feedback. Recommendations will be brought to the board in February 2009 for approval. Board members will have an opportunity to review the textbooks and will be invited to the publisher's night.

7.10 Board Protocol Discussion

Board President Mike Gipe continued to facilitate the development of a draft protocol on how to place items on board meeting agendas. Changes will be made and the protocol will be brought back to the next meeting for approval.

8. Communications

8.1 Community Comments

There were no comments from the community.

9. Future Agenda Items

The Board discussed items for future agendas:

- Close Public Hearing: Disclosure of District and STA's Initial Proposals for the successor contract (2008-2011) contract
- Approval of Second Interim Report – J200
- Approval of recommendations for Teachers' Permanent Status
- Approval of Development Fees

Next meeting: February 26, 2008 - District Office Conference Room

10. Adjourn to Closed Session

Board members met to continue Closed Session discussion on:

2.3 Personnel Report

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

11. Open Session/Report from Closed Session

Board President Michael Gipe reported on action taken in Closed Session.

A motion was made by Cindy Ruby and seconded by Pragati Grover to approve the Personnel Report New Hires, to deny requests for Leave of Absence for Mary Goodnight-Aaron and Amy Bosinger, to approve the request for Leave of Absence for Richel Cabingas, to approve the Personnel Report Part II, and to approve the Personnel Report Addendum.

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

Personnel Report

New Hire

Toni McCracken is being recommended for the 1 on 1 Instructional Aide position at Foothill Elementary School effective February 4, 2008.

Karen Ghilarducci is being recommended for the 1 on 1 Instructional Aide position at Foothill Elementary School effective January 31, 2008.

Leave of Absence

Mary Goodnight-Aron, teacher currently on leave of absence is requesting to extend her child rearing leave for the 2008-2009 school year.

Amy Bosinger, teacher currently on leave of absence is requesting to extend her child rearing leave for the 2008-2009 school year.

Richel Cabingas, 1 on 1 Instructional Aide at Redwood Middle School is requesting a maternity leave effective February 4, 2008 to May 2, 2008.

Personnel Report, Part II

Administrative Leave of Absence

Frances Pierce, Core Teacher at Redwood Middle School is placed on paid administrative leave effective January 25, 2008.

Personnel Report Addendum

Leave of Absence

Eveonne Lockhart, 5th Grade Teacher at Foothill Elementary School is requesting a maternity leave effective April 21, 2008 to May 30, 2008.

12. Adjournment

The meeting was adjourned at 10:25 p.m.

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Clerk of the Board