



**BOARD OF TRUSTEES
SARATOGA UNION SCHOOL DISTRICT
Regular Board Meeting
December 11, 2007**

M I N U T E S

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

1. Call to Order

The meeting was called to order at 7:17 p.m. by Board President Michael Gipe

2. Open Session

Board President Michael Gipe called the meeting into Open Session and announced action taken in the Closed Session Organizational Meeting.

Personnel Report

Leave of Absence

Cassandra Sprenger, RSP Teacher at Redwood Middle School is requesting a medical leave effective December 5, 2007 through the remainder of the 2007-2008 school year.

Personnel Report Addendum

New Hire

Mona Amireh is being recommended as the ELL (English Language Learners) Aide at Saratoga Elementary School effective December 13, 2007.

Leave of Absence

Linda Fry, Child Nutrition I is requesting a leave of absence effective December 10, 2007.

Resignation

Cathy Matheson, Occupational Therapist is requesting to resign 20% of her 100% position effective December 12, 2007.

A motion was made by Shinku Sharma and seconded by Pragati Grover to approve the Personnel Report and Personnel Report Addendum.

The board approved a 6.25% salary increase for Superintendent Lane Weiss equal to certificated employees plus 2% for longevity and thanked Superintendent Weiss for his leadership.

AYES: Gipe, Ruby, Grover, Chang, Sharma

NOES: 0

3. Action/Consent Items

*Approval of Agenda

*Approval of Minutes for November 27, 2007

*Approval of Warrants for November 2007

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

AYES: Gipe, Ruby, Grover, Chang, Sharma

NOES: 0

4. Communications

4.1 Community Comments

There were no comments from the community.

4.2 Comments from Employee Groups

STA Board President Mary Thomas thanked board members and Superintendent Weiss for the opportunity to participate in the Annual CSBA Conference.

4.3 Comments from the Superintendent

- Superintendent Weiss attended the Winter Blast, a district wide parent event, sponsored by parents from all school sites. Over 200 people attended this very successful event and he expressed thanks to Jill Fry, Liz Rothschild, and Terrie Creamer for their work.
- Superintendent Weiss announced there will be a Foothill School Fact Finding Committee working on the collection of data on education for all students. He thanked Foothill Principal Nancy Ondrejka and STA President Mary Thomas for attending the first meeting.
- Superintendent Weiss and Special Education Director Janice Yamamoto attended the Special Education Assembly sponsored by Miller, Brown and Dannis. Topics included legal, educational and health issues.
- He congratulated all K-5 schools on great musical performances!
- Superintendent Weiss attended an event in honor of former SCCOE Superintendent Colleen Wilcox on December 4, 2007. Over 400 attended the celebration at the California Theatre in San Jose. He joined Colleen Wilcox and Mt. View –Whisman Superintendent Maurice Ghysels in a musical performance.
- Superintendent Weiss visited Saratoga Elementary School to review traffic concerns with parents and to see what improvements may be possible.
- There has been dialogue with employees and the community on our Wellness Policy. Time will be given to address questions and get input as we continue to develop and implement district policies.
- On December 20th Superintendent Weiss and Assistant Superintendent Beth Polito met with high school district staff regarding data which tracked our students and how they are doing at the high school. The longitudinal data has improved. They look forward to continuing these discussions.
- Bucket Filling: Superintendent Weiss complimented principals, staff, and PTA on the quality of school newsletters. This helps us reach our communication goal. Also, he commended our students and staff on the community service they are doing as caring responsible students and staff in thoughtful giving to our community.
- Superintendent Weiss thanked the board for their learning and networking organization while attending the CSBA Annual Conference. He also thanked STA President Mary Thomas for her participation.
- Superintendent Weiss extended best wishes for a happy holiday season to all!

4.4 Comments from the Board

- Pragati Grover attended a very enjoyable Winter Blast and a wonderful Argonaut School musical *Alice and Wonderland, Jr.* She commended Facilities Director Jerry Peth and Harold Teeple for their work in creating a beautifully shaped red diamond piece of artwork including the Argonaut logo to cover graffiti on the lower black top.
- Michael Gipe attended *Alice and Wonderland, Jr.* at Argonaut School with his daughter and both really enjoyed the performance.

5. Action/ Discussion

5.1 Single Plans for Student Achievement

Assistant Superintendent Beth Polito presented Single Plans for Student Achievement (SPSA) from each school in the district and the board was asked to approve the Single Plans for Student Achievement.

Single Plans for Student Achievement encompass all school goals and align goals with budgets for programs at the school site, specifically addressing sub-populations: GATE, English Learners, and Special Needs. This year a new program, *SchoolPlan*, was used at Argonaut School. This will be used at all sites next year and provides more data and is student performance driven.

Principals were present to answer questions and share highlights.

- Argonaut School Principal Alex Chapman - switched to new format which is data driven and action oriented; showed progress based on data, much discussion on how to develop goals at School Site Council and on how to best serve students.
- Foothill School Principal Nancy Ondrejka – plan parallels Argonaut’s - next challenge is a consistent assessment piece; self-analysis and good discussion on California Distinguished School Application.
- Redwood Middle School Principal Kelly Green – provided a synopsis of the plan; aligned school goals to district goals and added a new goal for English Learners and GATE; teachers worked on Smart Goals this year which relate to student achievement and students’ needs.
- Saratoga School Principal Diane Smalley – School Site Council took an intervention and made it more data driven; added a credentialed reading specialist in partnership with Argonaut School; added new reading assessments in primary grades and trained teachers on a data driven model providing the strongest intervention for children in need; conducted a *Steps to Respect* and a safety survey.

Superintendent Weiss complimented Assistant Superintendent Beth Polito, principals, and School Site Council members for aligning changes with district goals. There have been richer discussions, unique to fit our students, and he is proud of their work and their use of the new tools.

Board member Cindy Ruby asked about the Gifted and Talented Education program (GATE). Assistant Superintendent Beth Polito reported GATE Lead Teachers have been hired and will begin meeting monthly. They will attend the annual California Association for the Gifted (CAG) conference, conduct in-house classroom observations, and work with Beth to establish and communicate a plan sharing best practice. There will be a higher level of engagement and the GATE Lead Team will work with the District Leadership Team on instructional strategies and professional development model.

A motion was made by Shinku Sharma and seconded by Cindy Ruby to approve the Single Plans for Student Achievement.

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

5.2 First Interim Report – Approval of J200

The board is required to certify that the District is able to meet its financial obligations for the remainder of the 2007-2008 school year and the subsequent two years. Chief Business Official Ellen Tipton reviewed year to date income and expenses through October 31, 2007. The Board was asked to approve the First Interim Report-J200.

A motion was made by Shinku Sharma and seconded by Cindy Ruby to approve the First Interim Report –J200.

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

5.3 Budget Update

Superintendent Lane Weiss and Board Member Michael Gipe reported on information and materials presented at the Schools for Sound Finance meeting on December 1st, at the California School Boards Association Conference.

- Shared copies of Schools For Sound Finance (SF²) information
- Reported a shift in state budget and shortfall of \$10Billion
- February will be a better snapshot of budget
- Recommend districts plan, prepare and organize – 10% decrease in budget
- Short term – One-two years – be cautious and vigilant
- Basic Aid discussion - no movement to eliminate basic aid
- Connect with legislators to advocate needs

5.4 Technology Plan

Superintendent Lane Weiss updated the board on the recent submittal of the district's technology plan to the California Technology Assistance Project (CTAP) and acknowledged staff members who worked to complete the technology plan. He praised staff members Harry Dill, Doris Watson, Howard Lorenz, teachers and community members who have contributed to the plan. An electronic copy will be sent to the board. The plan will now be read by CTAP, county, and staff members. We expect to hear back by March 2008 and meet our timeline to access e-rate funds. Superintendent Weiss expressed his appreciation for the wonderful donations and support from parents and the community. It is wonderful to be able to share this success indicator this early in the year.

5.5 CSBA Conference Update

The board and staff shared highlights from their attendance and participation in the California School Boards Association Conference in San Diego, 11/30/07-12/1/07. Board members attended many workshops including: Legal Symposium, Student Achievement Symposium, The Electronic Boardroom, It's Easy to be Green: 7 Steps to a Healthy, Sustainable School, Interest-Based Bargaining, The Silent Issues for Asian Pacific Islander Students: Mental Health and Social Well-Being, Alternatives in Teacher Compensation. The board and staff also enjoyed the General Session speakers Mark Salzman and Christopher Gardner, trade show exhibits and a 5K Fun Run/Walk. They appreciated the time to bond as they came together to learn and share common experiences.

5.6 CSBA Agenda Online Report

Superintendent Lane Weiss provided updated information to the board on the California School Boards Association program, "Agenda Online". Information about a demonstration of the product and necessary steps to implement this program was discussed.

"Agenda Online" provides links to board policies, Ed. Code and legal research. The cost would be \$2750 for the first year including software and training and \$2250 for annual renewal. Kim Ludwig, CSBA Governance Technology Trainer, will be invited to present a two-hour workshop/demonstration in January.

6. Communications

6.1 Committee Updates Lane and Beth

Superintendent Weiss and Assistant Superintendent Polito updated the board on the following committees and organizations:

- District Leadership Team (Technology, Professional Development, School Plan Data Management, and Math textbook adoption process)
- Emergency Prep/Wellness
- Technology
- Saratoga Education Foundation
- Board Policy Committee
- Budget Reserve Committee

6.2 Community Comments

Superintendent Weiss thanked Chief Business Official Ellen Tipton and Compensation Specialist Patti Wareham for their work to input payroll increases in a timely manner for district employees.

7. Future Agenda Items

The Board discussed items for future agendas:

- Agenda Online Workshop
- 2006-07 Audit Report
- Board Protocol

Next meeting: January 8, 2008

8. Adjournment

The meeting was adjourned at 9:29 p.m.

Clerk of the Board