

**BOARD OF TRUSTEES  
SARATOGA UNION SCHOOL DISTRICT  
Regular Board Meeting  
September 26, 2006**

**M I N U T E S**

Present: Cindy Ruby, Cathie Thermond, Shinku Sharma, Michael Gipe  
Absent: John Poo

**1. Call to Order**

The meeting was called to order at 6:00 p.m. by Board President Cindy Ruby.

**2. Closed Session**

Board members met in Closed Session for:

- 2.1 Personnel Report
- 2.2 Public Employee Discipline/Dismissal/Release
- 2.3 Public Employee Performance Evaluation – Title: Superintendent

**CLOSED SESSION – Personnel, Negotiations, Legal Matters**

Pursuant to State law (Section 54954.2), closed sessions are not open to the public and may only be held for collective bargaining discussion, employment or dismissal of an employee, disciplinary matters relative to student(s) or employee(s), meeting with legal counsel on pending or anticipated litigation, emergency situations, and other exceptions as provided by law, including Government Code sections 54957 and 54957.6.

**3. Open Session**

Board President Cindy Ruby called the meeting into Open Session and announced action taken in Closed Session.

A motion was made by Cathie Thermond and seconded by Michael Gipe to approve the Personnel Report and Personnel Report Addendum. The request for medical leave of absence is pending a note from a doctor.

AYES: Ruby, Sharma, Thermond, Gipe

ABSENT: Poo

NOES: 0

The Board accepted the resignation of a certificated employee. The roll call vote on this item was unanimous.

The Board approved a settlement agreement in which the Board accepted the resignation of a certificated employee in consideration of payment of the sum of \$29,000 to the employee and the provision of District-funded benefits for a period of 6 months, beginning September 1, 2006. The roll call vote on this item was unanimous. Mr. Lane Weiss will be the spokesperson on this matter.

- Any questions regarding the background or the substance of the dismissal proceeding should be referred to the Accusation, which is a public document.
- Likewise, any questions regarding the substance of the Settlement Agreement should be referred to that document.
- The District cannot comment regarding any specific personnel matter related to Mr. Diehl's employment with the District.
- As a general matter, the administrative proceeding for dismissing a permanent certificated employee is time-consuming and costly.
- The District must consider all factors, including the preservation of District resources, in acting on personnel matters.

### **Personnel Report**

#### *New Hires*

Joyce Avery is being recommended for the RSP Aide position at Redwood Middle School, effective September 20, 2006

Clinton Horton is being recommended for the Early Intervention Preschool Aide position at Foothill Elementary School, effective September 15, 2006.

David Marino is being recommended for a 1 on 1 Aide position at Saratoga Elementary School, effective September 18, 2006.

Liliana Borda is being recommended for the Spanish Center Aide at Saratoga Elementary School, effective, September 25, 2006.

#### *Resignation*

Lisa Rose-Parkinson, Crossing Guard is resigning effective September 11, 2006

### **Personnel Report Addendum**

#### *Resignation*

Jeffrey Diehl, Math Teacher at Redwood Middle School has submitted his resignation, effective September 22, 2006.

#### *Request for Leave of Absence*

Mishelle Kiehl, Kindergarten Teacher at Foothill Elementary School has requested a temporary 40% leave of absence (medical).

#### **4. Action/Consent Items**

\*Approval of Agenda

\*Approval of Minutes for September 12, 2006

A motion was made by Cathie Thermond and seconded by Michael Gipe to approve the Action Consent Items.

AYES: Ruby, Sharma, Thermond, Gipe

ABSENT: Poo

NOES: 0

## **5. Communications**

### **5.1 Community Comments**

There were no comments from the community.

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

There were no comments from employee groups.

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

- Superintendent Lane Weiss publicly congratulated Margie Alejandro who was honored as SUSD's Teacher of the Year last night at the SCCOE celebration. He will be working collaboratively with STA and principals on the 2007 Teacher of the Year process and timeline.
- Superintendent Weiss attended the Santa Clara County Superintendents' Symposium September 15 and 16, 2006. Guest speakers included Suzanne Loeb (Adequacy and School Funding), Tom DeLapp (Promoting Public Education and Your School District) and Bob Wells (ACSA – Legislation/Legal Defense Fund).
- Superintendent Weiss shared the Los Gatos-Saratoga High School District 2007-08 calendar. We hope to work collaboratively on the 2008-09 calendar for the benefit of all families.
- Superintendent Weiss reported on the District Leadership Team meeting held Monday, September 18<sup>th</sup>. Topics of discussion included the math focus, a presentation by Redwood Middle School math teacher Mardi Kambish on the NOYCE Foundation, continuing the work on writing. He announced a matrix for all professional development which is aligned with Board goals and success indicators is in process.
- Superintendent Weiss attended the Response to Intervention (RTI) training at the Santa Clara County Office of Education along with all principals and Assistant Superintendent Louise Levy.
- Superintendent Weiss attended the City of Saratoga Parade last Sunday. Foothill School students and the Redwood Middle School band participated. He thanked Foothill principal Nancy Ondrejka and Redwood band director Vicki Wyant, students and parents for their participation.
- Superintendent Weiss invited all to attend the retirement activity tomorrow, 3:30 p.m. at the District Office, for Warehouseman Rodger March who is retiring after 24 years of service on September 29, 2006.

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

- Cathie Thermond reported on the article in the *Saratoga News* regarding the proposed peer tutoring program at Redwood Middle School. She said students are very excited about the program and this has been an important learning experience for them.

## **6. Spotlight: Saratoga Education Foundation Funded Elementary School Counseling Program**

Superintendent Lane Weiss introduced Gillian Sands, the elementary school counselor. Ms. Sands will be offering social/emotional support to our students, parent education opportunities and training for staff throughout this school year. He thanked the Saratoga Education Foundation for their generous support of this new program.

Ms. Sands has received her Masters of Arts in Counseling Psychology from Santa Clara University and is a registered intern. She has worked as a substitute teacher and counselor in the district and is excited to continue her work in SUSD in the development of the K-5 counseling program.

Board members welcomed Gillian Sands and thanked her for coming to the meeting tonight.

## 7. Action Items

### 7.1 Public Hearing: Textbooks/Instructional Materials – Resolution 311.9/06

Board President Cindy Ruby opened the Public Hearing for 2006-07 Sufficiency or Insufficiency of Textbooks or Instructional Materials as required by Education Code 60119 on September 12, 2006. The public was invited to send comments to the Saratoga Union School District Board of Trustees at 20460 Forrest Hills Drive, Saratoga, CA 95070 or to email comments to [board@saratogausd.org](mailto:board@saratogausd.org). Comments may also be sent to Superintendent Lane Weiss at the above address or by email to [lweiss@saratogausd.org](mailto:lweiss@saratogausd.org).

Superintendent Lane Weiss presented Sufficiency of Instructional Materials - Resolution 311.9/06 - (Education Code 60119) that is consistent with the State curriculum framework. He announced this Public Hearing is held annually for public input and to certify that each student has been provided with a standards-aligned textbook or basic instructional material in each of the following areas: history/social science, mathematics, reading/language arts, science. Internal inventorying was done at the school sites and we are in compliance. He thanked the Board for providing supplementary funding for textbooks.

No comments were received by the public and Board President Cindy Ruby closed the Public Hearing at 7:22 p.m.

A motion was made by Cathie Thermond and seconded by Shinku Sharma to approve the Certification of Provision of Standards-Aligned Instructional Materials.

AYES: Ruby, Sharma, Thermond, Gipe

ABSENT: Poo

NOES: 0

A motion was made by Cathie Thermond and seconded by Michael Gipe to approve Sufficiency of Instructional Materials -Resolution 311.9/06.

Roll Call Vote

AYES: Ruby, Sharma, Thermond, Gipe

ABSENT: Poo

NOES: 0

### 7.2 Budget Update

Superintendent Lane Weiss and Ellen Tipton updated the board on the following:

- Recent Legislation

Superintendent Weiss reported on legislation signed by the governor on one time funding coming to school districts in California. A provision to allow some funds to be spent on professional development was included. Also, funds will include counseling services for students in 7<sup>th</sup> and 8<sup>th</sup> grade. This information was shared with Presidents' Council, along with the process which states that budget plans must be approved by School Site Councils before they are brought to the board.

- Mandated Cost Revenue

Chief Business Official Ellen Tipton reported on the mandated cost program which is contracted through School Innovations. Costs for tracking state mandates are reimbursable. Although mandated cost claims have been filed annually from 2001-2006 the state has just now funded claims for those years in the amount of \$109,954.00.

- Budget Recommendation List

The board reviewed items from the recommendation list and discussed the possibility of funding an Elementary School Vice Principal for K-5. This position would be based at Foothill School and could assist other schools as necessary. Superintendent Weiss will continue discussion, gather more data and bring back to the board at the next meeting.

A new telephone system for Redwood Middle School was reviewed. The current system is faulty and beyond repair. Funding was discussed including asking that a request be made to the School Site Council to use some of the one-time funding from the state, seeking donations from district families who have provided funding for the telephone systems at other district sites, and use of general funds in a collaborative process.

A motion was made by Cathie Thermond and seconded by Shinku Sharma to support the installation of a new phone system at Redwood Middle School by working collaboratively to seek one time help from Redwood Middle School Site Council, donations and to fund up to \$50,000 towards a new Redwood Middle School phone system.

AYES: Ruby, Sharma, Thermond, Gipe

ABSENT: Poo

NOES: 0

The Board requested CBO Ellen Tipton to prepare a forecast of approved funding to date and the impact on the budget for the next three years.

- Power School

Existing resources are being utilized. Currently Power School is being used to take attendance at all school sites and to do the master schedule at Redwood Middle School. Board members see great benefits to students and parents and Superintendent Weiss will set up a training for them on Power School.

- Budget Reserve Policy

Superintendent Weiss asked board members to send him key points as he drafts language for the proposed draft reserve policy. He has scheduled a meeting with STA members of October 4<sup>th</sup>. This policy will be reviewed by legal counsel and will be presented for two or three readings as necessary.

### 7.3

#### Resolution 312.9/06 – Authorized Signatures

Chief Business Official Ellen Tipton reviewed Resolution 312.9/06–Authorized Signatures which assures only authorized personnel are permitted to pick up bill and payroll warrants.

A motion was made by Cathie Thermond and seconded by Shinku Sharma to approve Resolution 312.9/06 – Authorized Signatures.

AYES: Ruby, Sharma, Thermond, Gipe

ABSENT: Poo

NOES: 0

**7.4 Resolution 313.9/06 – Establishment of the Special Reserve for Post- Employment Benefits Fund (Fund 200)**

Chief Business Official Ellen Tipton presented Resolution 313.9/06 Establishment of the Special Reserve for Post-Employment Benefits Fund (Fund 200) and requested the board's approval. The new Governmental Accounting Standards Board (GASB) 45 requires all districts to establish a Post-Employment Benefits Fund (Fund 200) by January 2008. SUSD wishes to establish this fund now so that when we are ready to make contributions the fund is available.

A motion was made by Cathie Thermond and seconded by Shinku Sharma to approve Resolution 313.9/06 Establishment of the Special Reserve for Post-Employment Benefits Fund (Fund 200).

AYES: Ruby, Sharma, Thermond, Gipe

ABSENT: Poo

NOES: 0

**8. Report Items**

**8.1 First Reading – Board Policy Draft – Series 0000 Philosophy – Goals – Objectives And Comprehensive Plans**

Superintendent Lane Weiss presented a draft of the Series 0000 board policies for a first reading to the board of trustees. The policy sub-committee has reviewed these policies and CSBA has provided the board with this copy for review and adoption.

Board members reviewed the draft of the Series 0000 policies for first reading. Minor corrections will be made and Superintendent Weiss will compare these policies to any new legal requirements. The Board Policy Draft Series 0000 board policies will be presented for a second reading on October 10, 2006.

**9. Communications**

**9.1 Community Comments**

- There were no community comments.

**10. Future Agenda Items**

The Board discussed items for future agendas.

- Silicon Valley New Teacher Project Report/New Teachers
- Williams Quarterly Report
- Power School Update
- Second Reading – Board Policy Draft – (Series 0000)
- Board Self-Evaluation
- Facilities Use Update (October 24, 2006)

Next meeting: October 10, 2006

**11. Adjournment**

The meeting was adjourned at 8:38 p.m.

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Clerk of the Board