

**BOARD OF TRUSTEES
SARATOGA UNION SCHOOL DISTRICT
Regular Board Meeting
January 10, 2006**

M I N U T E S

Present: Cindy Ruby, Shinku Sharma, Cathie Thermond, Michael Gipe, 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 Conference with Labor Negotiator Lane Weiss

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 Michael Gipe and seconded by John Poo to approve the Personnel Report.

AYES: Ruby, Sharma, Thermond, Gipe, Poo
NOES: 0

Superintendent Lane Weiss read aloud the formal announcement of Sue Brooks' planned retirement, effective July 1, 2006. He reviewed the process and timeline for finding a new principal for Argonaut School and all wished Sue well on her retirement.

Personnel Report

New Hire

Marie Geers, Occupational Therapist, returned from a leave of absence, effective December 19, 2005 at 50% FTE for compensatory services.

Josephine Hui, hired for Noon Duty at Saratoga Elementary School, effective January 3, 2006.

Resignation/Retirement

Sue Brooks, Principal at Argonaut Elementary School, retiring effective June 30, 2006.

4. Action/Consent Items

- 4.1 Approval of Agenda
- 4.2 Approval of Minutes for Organizational and Regular Meetings of December 13, 2005
- 4.3 Approval of Personnel Report for January 10, 2006
- 4.4 Approval of Warrants for December 2005

- 4.5 Approval of Gifts:
- 8 Adobe Creative Suites, donated in December 2005, by Ms. Suying Yang, to be housed at Redwood Middle School
 - 35 Dell computers and monitors, donated in December 2005, by Mr. and Mrs. John Little, to be housed at Foothill School

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

AYES: Ruby, Sharma, Thermond, Gipe, Poo
NOES: 0

5. Communications

5.1 Community Comments

- Monica Heber, reporter from the *Saratoga News* was introduced.

5.2 Comments from Employee Groups

- There were no comments from employee groups.

5.3 Comments from the Superintendent

- Superintendent Weiss commended staff for a smooth start of school January 3rd in light of storms and power outages.
- He invited Board members to visit the January 20th Professional Development Day (Learning Day). Activities are driven by Board Goals and Three Dimensional Success.
- Superintendent Weiss announced the GATE Advisory Committee held a very successful meeting.
- Since mid-December 27 new students have been enrolled and very few students have left the district.
- Superintendent Weiss announced the Social Studies Instructional Materials Task Force will meet tomorrow. The Superintendent and Assistant Superintendent will co-chair the task force and will work with teachers to bring a recommendation to the Board.
- Superintendent Weiss met with a representative from the high school district who has invited Redwood Middle School to participate in a coalition about under age drinking.
- Superintendent Weiss reported he attended a Summit for High Achieving Districts which focused on policy and flexibility for high achieving school districts.

5.4 Comments from the Board

- Shinku Sharma attended the Redwood Middle School PTA meeting where discussion included the January 20th Professional Development Day and a visit from the *Schools to Watch* program.
- Shinku Sharma announced that on February 5th the Saratoga community will come together for the Annual Mustard Walk and Lunar New Year celebration. This is sponsored by the Saratoga Rotary Club's Building Bridges project.
- Cathie Thermond attended PTA meetings at Argonaut and Saratoga Schools. Proposals for the 2006-07 calendar were discussed and will be presented to the Los Gatos-Saratoga Joint Union High School District Board of Trustees next week. There is interest at Saratoga High School in completing the first semester before the December recess, although that change will not take place this next school year. A study team will be put together to address issues of change and to look at the 2007-08 and 2008-09 school years.
- Cindy Ruby attended the GATE Advisory Committee which included representatives from all schools and parent representatives.

6. **Action/Discussion Items**

6.1 **Public Hearing to Close Sunshine and Ratify Tentative Compensation Agreement with the Saratoga Teachers' Association**

The Saratoga Teachers' Association and the Saratoga Union School District have reached tentative agreement on compensation (salary). The Board President opened the Public Hearing at 7:25 p.m. on December 13, 2005 and the public was invited to comment. Copies of the agreement have been available for review at the District Office and on the district's website. No comments have been received.

The Public Hearing was closed at 6:50 p.m. and after hearing comments from the community the Board was asked to ratify the agreement. Board members Cathie Thermond and Shinku Sharma explained this proposal to parents at most PTA meetings.

A motion was made by Michael Gipe and seconded by Cathie Thermond to ratify the Tentative Compensation Agreement with the Saratoga Teachers' Association as presented.

AYES: Ruby, Sharma, Thermond, Gipe, Poo
NOES: 0

Board President Cindy Ruby expressed appreciation for the good process and work of the negotiating team.

Saratoga Teachers' Association representative Martie Connor thanked Board members and the Superintendent for the good process.

6.2 **Public Hearing for Saratoga Union School District and the Saratoga Classified Association Initial Proposals for Negotiations for 2005-06.**

The initial proposal, announcing areas of the contract open for negotiations with the Saratoga Classified Association, was presented. A Public Hearing was opened at 6:54 p.m. by the Board President Cindy Ruby and the community was invited to comment. Comments or suggestions also may be sent in writing to the Superintendent 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 January 31, 2006. The Board will then be asked to accept the proposal including any additions.

6.3 **Budget Update**

Superintendent Lane Weiss updated the board on the following budget issues:

- **District Budget Advisory Committee**
 - Meetings will begin January 30th and membership will consist of both new and continuing members
 - Board direction/recommendations:
 - define uses for general fund dollars when funds are available
 - provide a prioritized list of services and functions for restoration to the board
 - foster communication about the budget process to better inform the community
- **Ending Balance for 2004-05**
 - continue to carry over ending balance or explore other possibilities
 - provide board with a recommendation from staff after studying needs – indicate whether a long or short term need
 - provide Board with a list of highest priority items on February 14

- Staff Budget Requests
 - a process for budget requests will be coordinated through the Superintendent and a draft will be brought to the board
 - requests will be reviewed for alternative ways for funding
- Budget Reserve Committee
 - staff will collect written information from other school districts, School Services of California and CASBO and bring proposals to the board

6.4 Mileage Reimbursement Rate

Chief Business Official Ellen Tipton presented a recommendation to align the district's mileage reimbursement rate with the published Internal Revenue Service (IRS) mileage reimbursement rate, to increase seven administrative employee car allowances by 25% and to add a car allowance of \$110 per month for one additional employee, effective January 1, 2006.

A motion was made by Michael Gipe and seconded by Cathie Thermond to approve the recommendation.

AYES: Ruby, Sharma, Thermond, Gipe, Poo
NOES: 0

6.5 Williams Quarterly Report

Superintendent Lane Weiss presented the quarterly complaint report as required by the Williams Settlement. No complaints were filed with any school in the district during the reporting period October 1 – December 31, 2005.

6.6 2006-07 Calendar Update

Superintendent Lane Weiss shared two proposed calendars for the 2006-07 school year which will be reviewed by the Los Gatos – Saratoga Joint Union High School District Board of Trustees at their January 17th meeting. Approval of the high school district's calendar is expected in February. Also under review will be calendars for 2007-08 and 2008-09.

Superintendent Weiss will convene a calendar committee comprised of administrators, teachers and staff to begin crafting proposals for the 2006-07 SUSD school year calendar.

6.7 Board Workshop

Superintendent Lane Weiss and Board President Cindy Ruby finalized the date and time of the board's mid-year workshop and review of CSBA Governance Standards. The workshop will be held on February 17, 2006 from 9:00 a.m. to 1:30 p.m. in the District Office Conference Room.

7. Communications

7.1 Community Comments

There were no comments from the community.

8. **Future Agenda Items**

The Board discussed items future agendas.

January 31, 2006

Joint meeting with Saratoga Education Foundation
Approval of Consolidated Application

February /March 2006

School Plans – Single Plan for Student Achievement
Capitol Improvement Fund
Budget Workshop
2006-07 Calendar
Negotiations with Classified and Confidential
Update on Goals
Review of Attendance and Tardy Policy

June 2006

District Technology Plan

Next meeting: January 31, 2006 - Joint meeting with Saratoga Education Foundation

9. **Adjournment**

The meeting was adjourned at 7:47 p.m.

Clerk of the Board