

**BOARD OF TRUSTEES
SARATOGA UNION SCHOOL DISTRICT
Regular Board Meeting
September 27, 2005**

M I N U T E S

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

1. Call to Order

The meeting was called to order at 5:45 p.m. by Board President Cathie Thermond.

2. Closed Session

Board members met in Closed Session for:

- 2.1 Personnel Report
- 2.2 Conference with Labor Negotiator Lane Weiss
- 2.3 Public Employee Discipline/Dismissal/Release

3. Open Session

Board President Cathie Thermond called the meeting into Open Session and announced action taken in Closed Session.

A motion was made by Cindy Ruby and seconded by Michael Gipe to approve the Personnel Report and Addendum as presented.

AYES: Thermond, Gipe, Ruby, Sharma

ABSENT: Poo

NOES: 0

Personnel Report

New Hires

Marie Helene Bauguil has been hired as the Visual Arts teacher effective September 27, 2005.

Personnel Report Addendum

Amy Schaumburg has been hired as the District Office Assistant, effective September 26, 2005.

4. Action/Consent Items

- *Approval of Agenda
- *Approval of Minutes for September 13, 2005
- *Approval of Personnel Report for September 27, 2005

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

AYES: Thermond, Gipe, Ruby, Sharma

ABSENT: Poo

NOES: 0

5. Communications

5.1 **Community Comments**

- V. Hinkle requested permission to bring her dog to school to help with engaging students in class interactions. Staff was directed to research this request.

5.2 **Comments from Employee Groups**

- There were no comments from employee groups.

5.3 **Comments from the Superintendent**

- Superintendent Weiss congratulated Michele Clement who was honored as *Teacher of the Year* at the Santa Clara County Office of Education 36th Annual Teacher Recognition event last night. He is pleased and proud to have Michele to represent our school district.
- Superintendent Weiss attended the Redwood Back to School Night on September 22nd. He complimented Principal Beth Polito and all Redwood staff for an outstanding evening.
- The District Leadership Team (DLT) held their first meeting on September 19th. They are busy gearing up for the first writing assessment which will take place October 5th. He is pleased with the work of the DLT.
- A fire took place at a home across the street from Saratoga School the morning of September 23rd. Superintendent Weiss thanked the Saratoga School staff and District Office staff for coming together to keep kids safe and assist with traffic at drop-off time.
- Superintendent Weiss will attend the Santa Clara County Office of Education Superintendents' Conference September 29th and 30th. They will participate in professional development and hear an update from Bob Wells from the Association of California School Administrators.
- Superintendent Weiss announced this year's mathematics grant from the Noyce Foundation doubled from \$10,000.00 to \$20,000.00. SUSD will host a parent education meeting on November 9th featuring math consultant Ruth Parker.
- Superintendent Weiss thanked Board members for their support in reinstating an eight hour District Office Assistant. This is very much appreciated and will help the District to provide support to school sites.

5.4 **Comments from the Board**

- Shinku Sharma met with Redwood Middle School staff regarding Junior Achievement plans. This year Junior Achievement will be taught March 1st and 2nd for two periods. They are currently in the process of refining curriculum.
- Shinku Sharma attended the District Technology Committee where they reflected on things going well in technology including the network operation and computer labs at schools. The number of computers has doubled over the last three years, while staff has been reduced from 3.0 to 1.75. This committee will meet monthly to develop a three-year plan.
- Michael Gipe attended the first Presidents' Council meeting. He enjoyed the enthusiastic and uplifting group of leaders who want to make a difference. He complimented Superintendent Weiss for facilitating a good meeting and sees positive things for the coming year.

6. Spotlight: SUSD Summer School Program

SUSD Summer School Principal Rosalie Chako and Assistant Principal/Special Education Summer School Administrator Erin Bacon presented highlights from the 2005 SUSD Summer School Program.

Academic/Special Education:

- increased participation for all programs, kept class size down
- academic/special education teachers were provided additional time to review portfolios, read IEPs and review curriculum through a Title I grant
- program was very effective
- behavioral incentive plan worked well
- next year will focus on decreased absence due to family vacations

Summer School Enrichment:

- over 800 students participated exceeding expectations
- offered classes students had a high interest in attending – including 3D animation, computer, wood working, writing
- students came from throughout Santa Clara County
- next summer a group will be coming from Taiwan
- over one-half teaching staff was from SUSD
- building a close partnership with Los Gatos enriched the program

The Board thanked Rosalie and Erin for their wonderful program and for their very informative presentation.

7. Action/Discussion Items

7.1 Public Hearing: Instructional Materials– Resolution 299.09/05

Superintendent Lane Weiss presented Resolution 299.09/05 Regarding Sufficiency of Instructional Materials (Education Code 60119) that are consistent with the State curriculum framework. 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.

Instructional Materials have been inventoried and purchased. We are now beginning to look at the next textbook adoption which will be History/Social Studies.

ACTION REQUIRED: Certification of Provision of Standards-Aligned Instructional Materials

A motion was made by Cindy Ruby and seconded by Shinku Sharma to approve the Certification of Provisions of Standards-Aligned Instructional Materials.

Roll Call Vote

AYES: Thermond, Gipe, Ruby, Sharma

ABSENT: Poo

NOES: 0

ACTION REQUIRED: Approval of Resolution 299.09/05 Regarding Sufficiency of Instructional Materials (Education Code 60119).

A motion was made by Cindy Ruby and seconded by Shinku Sharma to approve Resolution 299.09/05 Regarding Sufficiency of Instructional Materials (Education Code 60119).

Roll Call Vote

AYES: Thermond, Gipe, Ruby, Sharma

ABSENT: Poo

NOES: 0

7.2 **Public Hearing to Sunshine Tentative Agreement on Contract Language**

The Saratoga Teachers' Association and Saratoga Union School District have come to tentative agreement on a successor contract, 2005-2008. Board President Cathie Thermond opened the Public Hearing at 7:21 p.m. Information presented included:

- Negotiated Changes to the Contract
- SUSD Teacher Performance Assessment
- Teacher Conference Report

Copies of the proposed language may be reviewed at the District Office. The Public Hearing will be closed and the tentative agreement will be presented for ratification at the board meeting on October 11, 2005.

Superintendent Weiss and Martie Connor from STA will provide training for teachers and principals at all four sites. Miller Brown and Dannis will present a workshop for administrators and Board members will be invited.

Superintendent Weiss thanked members of the association and all who worked so hard in preparing the tentative agreement.

7.3 **Tax Deferred Services Update**

Superintendent Lane Weiss introduced Randy Scianna, from Tax Deferred Services, Inc., who presented information regarding his services for new changes in 403B legal compliance.

- Tax Deferred Services is SCCOE's Common Remitter
- Tax Deferred Services Manages AB 2506
- Tax Deferred Services is Recommended for Management of New Proposed 403(b) Regulations – coming in 2006
- An Added Value to Employees CSBA/TDS 457 Plan
- Compensation is received from a float.
- New requirements from US Treasury Department require school districts to manage the administration of 403(b) plans.
- This service program was designed at the request of CSBA.
- There is no cost for service to the district or employees.
- No contracts are signed and only a 24 hour notice is needed to terminate.
- Quality control letters are sent to employees.
- A new website has been constructed, online services and financial advisors are available to help employees.

Superintendent Weiss and Board members thanked Mr. Scianna for his informative presentation.

7.4 **Budget Update**

Chief Business Official Ellen Tipton presented an updated version of the 2005-06 budget including:

- Revisions to certificated teachers' salaries to reflect actual step and increment
- STRS estimated rate down from 10.25% to 8.25%
- New teacher actual salaries
- Summary of General Fund Income/Expense History and Forecast, 9/27/05

The next update will reflect changes in classified salaries. For comparison purposes future summaries will include June 28th, September 27th and the latest budget. The cost for the new history/social science adoption is included in the current budget. The Board will consider use of volatility reserve to supplement textbook requirements.

7.5 Approval of Resolution 298.9/05 – Establishing GANN Appropriation Limit Appropriating Revenue

Chief Business Official Ellen Tipton reviewed the annual GANN Appropriations Limit and Appropriating Revenue and requested the Board's approval of Resolution 298.9/05.

A motion was made by Michael Gipe and seconded by Cindy Ruby to approve Resolution 298.9/05 – Establishing GANN Appropriation Limit Appropriating Revenue.

Roll Call Vote

AYES: Thermond, Gipe, Ruby, Sharma

ABSENT: Poo

NOES: 0

7.6 Approval of Resolution 297.9/05 – Employment of a Teacher on a Variable Term Waiver

Human Resources Director Kym Plaing presented Resolution 297.9/05 Employment of a Teacher on a Variable Term Waiver which permits the district to employ a fully qualified teacher who has been unable to take CBEST and holds an appropriate California credential for the remainder of the 2005-06 school year.

A motion was made by Shinku Sharma and seconded by Cindy Ruby to approve Resolution 297.9/05 Employment of a Teacher on a Variable Term Waiver.

Roll Call Vote

AYES: Thermond, Gipe, Ruby, Sharma

ABSENT: Poo

NOES: 0

7.7 Request for Approval of Field Trip for Redwood Middle School Music Department

Music teacher Vicki Wyant presented a request for students from the Redwood Middle School Music Department to attend the Heritage Competition in Southern California, May 19–22, 2005.

Vicki will meet with parents next Monday if the request is approved by the Board. Costs will be approximately \$1000 and all students in the music department are invited. A ratio of eight students to one chaperone will be provided for this educational trip and learning experience.

A motion was made by Cindy Ruby and seconded by Michael Gipe to approve a request for students from the Redwood Middle School Music Department to attend the Heritage Competition in Southern California, May 19–22, 2005.

AYES: Thermond, Gipe, Ruby, Sharma

ABSENT: Poo

NOES: 0

7.8 California School Boards Association (CSBA) 2005 Annual Education Conference – December 2-3, 2005

Board members discussed interest in attending the CSBA 2005 Annual Education Conference which takes place December 2-3, 2005 in San Diego. Board members will check their calendars and contact Superintendent Weiss if they wish to attend.

8. Communications

8.1 Community Comments

There were no comments for the community.

9. Future Agenda Items

The Board discussed items for future agendas.

- Schedule for Budget Workshops (Fall day and evening)
- Schedule for Long Term Reserve Management Research Group
- Update on PowerSchool (October)
- Quarterly Update on Board Goals
- CSBA Board Policy Workshop
- Procedures on IAA and Suspension/Expulsion
- School Plans
- School Accountability Report Card (SARC)
- IRS Mileage Rate (October 11, 2005)
- STAR Report, Part I (October 25, 2005)
- Facilities

Next meeting: October 11, 2005

10. Adjournment

The meeting was adjourned at 8:20 p.m.

Clerk of the Board