

BOLINAS-STINSON UNION SCHOOL DISTRICT

125 Olema-Bolinas Road

Bolinas, CA 94924

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Board of Trustees	Draft Minutes	Superintendent
Nathan Siedman, President	Special Meeting of the Board of Trustees	John Carroll
Jennie Pfeiffer, Clerk	Monday, September 14, 2015	
Arianne Dar	Closed session from 5:00 to 6:00	
Steve Marcotte	Opens in Library then moves to 2 nd Floor Meeting Room	Principal
Cyrus Harmon	Open Session at 6:00pm	Jason Richardson
	Bolinas Campus Library	

Item # Topic/ Description

1. Call meeting to Order

The meeting was called to order at 5:00. Present were: Board president Siedman, Clerk Pfeiffer, Trustees Dar and Marcotte. Trustee Harmon arrived at 5:30. Superintendent Carroll was also present

2. Approval of Closed Session Agenda

M/S/C by Pfeiffer/Dar/Unanimous

3. Public Comments on Closed Session Agenda

There were no public comments on the closed session agenda

4. Recess to Closed Session

4.1 Public Employee Appointment/Employment [54957] (CBO)

4.2 Negotiations [54957.6]

a. Bolinas-Stinson Teachers Association (BSTA) CTA/NEA

b. CA School Employees Association (CSEA)

Any action taken in closed session will be reported in open session as required by law.

5. Reconvene into Open Session

At 6pm

6. Announcement of Reportable Action taken during Closed Session

There was no reportable action taken during closed session

7. Approval of Agenda / Introductions

M/S/C by Dar/Marcotte

To approve the agenda with the following changes:

Board Consideration/Action items 25, 30 and 31 would be moved to the beginning of the meeting to accommodate Margie Bonardi and Cheryl Robbins

John Carroll introduced Cheryl Robbins. The District's choice for CBO.

8. PUBLIC HEARING REGARDING INSTRUCTIONAL MATERIALS SUFFICIENCY

https://www.dropbox.com/s/s7jy7bnt8jxb48k/9_2015_instructional%20materials%20public%20hearing%20notice_.pdf?dl=0

9. Determination that Bolinas – Stinson Union School District has sufficient textbooks/Instructional materials that are aligned to the content standards and are consistent with the content and cycles of the curriculum framework adopted by the state board of education in Reading/Language arts, mathematics, science and history-social science and that each pupil, including each English learner, will have a standards- aligned textbook or instructional materials, or both, to use in class and to take home.

10. Public Comments

Trustee Pfeiffer would like to have the staff board meetings scheduled

11. Correspondence/Information

11.1 Enrollment

Enrollment is at 104 with the potential of two additional students arriving on or around 10-1-15

https://www.dropbox.com/s/jsynl3ghuth2yvn/11.1_15-16_enrollment.pdf?dl=0

11.2 Instructional Materials 2015-2016

https://www.dropbox.com/s/tnaemcdo42y180t/11.2_instructional%20materials%2015-16.pdf?dl=0

11.3 Incoming: 8/26/2016 from Fiscal Crisis & Management Assistance Team (FCMAT) re: data management recognition

11.4 Outgoing: 8/26/2015 Letter of appreciation to Sarah Myers

https://www.dropbox.com/s/jz92ft7c1e3gzp8/11.4_CORRESPONDENCE_S.myers.doc?dl=0

REPORT

12. Special Report

None

13. Superintendent's Report

13.1 Budget and legislative update

- *SB799 (pertaining to reserve cap) is currently still under review but will not affect basic aid and schools with low census.*
- *California exit exam for high school students has been eliminated but may return in another format*
- *Bond Measure- Supt. Carroll explained the lease leaseback program used by many school districts. Trustees suggested using parameters for contractors selection other than lowest bid and to look at the program used to construct the Bolinas firehouse project.*
- *The one time mandated costs monies will again be repeated this year. The amount is not known but funds received will be used for common core.*

13.2 Business Services

13.3 JLAC report

13.4 Correspondence from MCOE re: alcohol at campus events

This draft letter came from Mary Jane Burke's office regarding social host ordinances. Trustees thought that discussion of school sponsored events at the BCC should be scheduled at a future board meeting.

https://www.dropbox.com/s/t7huaxt19pod5sw/13.4_Supt_Alcohol%20at%20Campus%20Special%20Events%202015.docx?dl=0

Superintendent Carroll informed the Board of a law regarding paying prevailing wages to contractors when the project exceed \$ 1000. (See item 29)

14. Principal's Report

14.1 Report on the first days of school

Principal Richardson reported a positive climate and good back to school nights. All school assemblies will be scheduled for Tuesday afternoons at 2:45 and will be conducted weekly until further notice. He would like to encourage more parents to become active at the school by filling spots on the school site council and establishing a PTO. The 6th grade will leave for the Eastern Sierras on 9/17

14.2 School Site Council report

The council will make a presentation at the October Board meeting with a report on the survey results (summary of data & compilation of comments)

14.3 Middle School Intervention

Academic support for middle school students will be provided so that students that need it can become proficient in a subject (math). Students will be identified and will participate in a 4 week clinic. (2 periods of 50 minutes, per week) Don and Willow will lead the program and be responsible for the end of session assessments. Assisting them in the clinics will be Mechelle, Grace and June. Students not enrolled in the clinics will be offered "preferred activity time" where they may choose Study Hall and offerings in PE, Art and Music.

Grade K-3 teachers are involved in a 3-year program for Math standards. Don Jolley has enrolled in a similar program for middle and high school studies. Three teachers (Don, Willow and Gretel) will attend the math conference at Asilomar in December.

Consent

15. Approval of the following Consent agenda items

M/S/C by Pfeiffer/ Dar/ Unanimous

To approve warrants minus Consent agenda item 15.4

Warrants dated:

15.1 8/17/2015

https://www.dropbox.com/s/xkzuag87gtetpp9/15.1_Consent_Processed%20Warrants%208-17-15.pdf?dl=0

15.2 8/27/2015

https://www.dropbox.com/s/jj8f8gtk9pfacp2/15.2_Consent_Processed%20Warrants%208-27-15.pdf?dl=0

Minutes from the following meetings:

15.3 8/18/2015 regular

https://www.dropbox.com/s/ij8rf3qucrhhaq6/15.3_Consent_minutes8-18-2015_Not%20Approved.pdf?dl=0

Other:

15.4 Contract for OT Services

This item pulled from the consent agenda since the contract has not been received.

STUDY AND INFORMATION

16. Policy & Administrative Regulation 6173 re: Education for Homeless children

Discussion and review of proposed policy of the districts obligation to provide education for all children

https://www.dropbox.com/s/izba38q9b1yhl3o/16_Study_AR6173_homeless%20students.rtf?dl=0

https://www.dropbox.com/s/22bnx67l2h90fed/16_Study_BP6173_homeless%20students.rtf?dl=0

17. Policy 1330 re: Use of district property for public purposes

Discussion and review of existing policy and district liability. Of the five trustees, 2 wanted the policy to remain as it is (with the public use of the bus provision)

https://www.dropbox.com/s/ccien7trloghfe/17%2627_use%20of%20facilities.rev_06-3-2015.pdf?dl=0

18. Facilities

Continued discussion regarding facilities planning. The Board will discuss this further at the retreat scheduled for 9/28/15.

https://www.dropbox.com/s/uw3ouep9canl5kt/18_Study_facilities_Bolinas%20Stinson%20Facilities%20Assessment%20%283%29.pptx?dl=0

19. Board Policy

The Board Reviewed the new sick leave law for substitute and temporary employees (AB1522) employed for 30 days or more. Of the two methods, the district will use the pre-pay method.

Legal Brief:

https://www.dropbox.com/s/qv68rnyo9vwxr7o/19_sick%20leave%20law.pdf?dl=0

Notice to be posted:

https://www.dropbox.com/s/tsgumt75qarmqls/19_sick%20leave%20notice.pdf?dl=0

Sample policy

https://www.dropbox.com/s/subrevb0gw1ewff/19_Study_New%20sick%20leave%20law%20-%20sample%20policy%20language.doc?dl=0

20. Resolution 4 2015-2016 supporting strong starts for all of Marin’s children

The Board reviewed the draft Resolution and will discuss further at the 9/28/15 retreat. This item will be brought back at the October meeting for approval.

https://www.dropbox.com/s/pucbgl0yw2sfiq2/20_StrongStart_Reso1.doc?dl=0

21. Public Comments

Review and discussion of language to be added to agenda template. The Board was in support of the new language but wanted it modified to clarify it applied to “public meetings of the Board of Trustees”. Approval will be requested at a subsequent meeting. Supt Carroll added that Staff were 100% in agreement and support of the language.

https://www.dropbox.com/s/3x8wggpajr7xn8j/21_Add%20to%20three%20public%20comments%20sections%20of%20agenda.docx?dl=0

BOARD CONSIDERATION

Item Topic/Description

22. Instructional Materials Sufficiency Resolution – Resolution 01 2015-2016

M/S by Dar/Pfeiffer

APPROVED

To approve Resolution 01 2015-2016

By roll call vote:

Trustee	Yes	No	Abstain	absent
Pfeiffer	√			
Harmon	√			
Dar	√			
Marcotte	√			
Siedman	√			

Bulletin:

https://www.dropbox.com/s/gow2x42y7jqapg1/22_BULL%2016-05%20Sufficiency%20of%20Instructional%20Materials.pdf?dl=0

Resolution:

https://www.dropbox.com/s/u0go7cic8p9umr1/22_Resolution%20IMFRP%20Sufficiency%20EC%2060119.pdf?dl=0

23. GANN Limit Resolution and Notification – Resolution 02 2015-2016

M/S by Dar/Pfeiffer

APPROVED

To approve Resolution 02 2015-2016

By Roll call vote:

Trustee	Yes	No	Abstain	absent
Pfeiffer	√			
Harmon	√			
Dar	√			
Marcotte	√			
Siedman	√			

Cover memo:

https://www.dropbox.com/s/3yq0ky3ppsgw8o1/23_BM-2014-15%20Unaudited%20Actuals%20GANN%20Cover%20Memo.pdf?dl=0

Financial page:

https://www.dropbox.com/s/1k4tit6od3wmqdm/23_2014-2015%20GANN.pdf?dl=0

Resolution:

https://www.dropbox.com/s/36oi6wk06uhd7nw/23_GANN%202-2015-16.pdf?dl=0

24. Global Book Exchange recognition, Resolution 3 2015-2016

M/S by Pfeiffer/Dar

APPROVED

To approve Resolution 3 2015-2016

By roll call vote:

Trustee	Yes	No	Abstain	absent
Pfeiffer	√			
Harmon	√			
Dar	√			
Marcotte	√			
Siedman	√			

Resolution:

https://www.dropbox.com/s/anwkz6sa084ao8r/24_ResolutionGBEAug27%20-%20Revised.pdf?dl=0

Information on the exchange:

https://www.dropbox.com/s/4tmo82wgoj7vmvh/24_GBXbrochure.pdf?dl=0

25. Unaudited Actuals Financial Report

M/S/C by Dar/Marcotte/Unanimous

APPROVED

To approve Unaudited Actuals Financial Report

Margie Bonardi reported on the Unaudited Actuals and showed a power point presentation:

https://www.dropbox.com/s/kkz0hg9znwuwbn/25_PP%2014-15%20Unaudited%20FINAL.pdf?dl=0

https://www.dropbox.com/s/hl3hhvekqzxlvc/25_2014-2015%20unaudited%20actuals.pdf?dl=0

26. Approve BP 1330 Use of school facilities revision

No motion (see study & information item 17)

NOT APPROVED

https://www.dropbox.com/s/99sqipjbzkw60yw/26_use%20of%20facilities.rev_06-3-2015.pdf?dl=0

Discussed under study & Information item 17

27. Approve BP 6173 and AR 6173 Education for Homeless Children

M/S by Harmon/Dar

APPROVED

To approve new policy

https://www.dropbox.com/s/njy7kwq15p9qv5/27_action_AR6173_homeless%20students.pdf?dl=0

https://www.dropbox.com/s/6e3ck0mb4cf4zld/27_action_BP6173_homeless%20students.pdf?dl=0

28. Board Policy

M/S by Harmon/Dar

APPROVED

To approve new sick leave policy for substitute and temporary employees (AB1522)

https://www.dropbox.com/s/d3fkwaorei9dbn9/28_action_New%20sick%20leave%20law.pdf?dl=0

29. Outdoor Classroom/Science & Nature Lab Project

M/S by Pfeiffer/Dar

APPROVED

To authorize the superintendent to approve project up to \$15,000. (Due to prevailing wage regulations)

https://www.dropbox.com/s/sdbpjwaqgktenqz/29_outdoor%20classroom.1.pdf?dl=0

30. Memorandum of Understanding – Chief Business Official

M/S/C by Pfeiffer/Harmon/Unanimous

APPROVED

To approve CBO MOU for the 2015-2016 school year

https://www.dropbox.com/s/0psvvn3u7kav39m/30_cbo_mou.pdf?dl=0

Cheryl Robbins has accepted a contract and MOU both for two years to serve as a Chief Business Official for BSUSD (60%) and Nicasio (40%) See contract and MOU under items 30 & 31

31. Contract –Chief Business Official

M/S/C by Pfeiffer/Harmon/Unanimous

APPROVED

To approve Contract – CBO

https://www.dropbox.com/s/5ft0c05ipfu4h09/31_cbo%20contract.pdf?dl=0

32. Approve temporary 5th grade teacher hiring

M/S/C by Marcotte/Dar/Unanimous

APPROVED

To approve the screening and interviewing committee’s recommendation for a temporary 5th grade teacher

The screening & interviewing committee will recommend securing Andy Trapp as the temporary teacher in 5th grade. He will begin his assignment on 9/14.

33. Human Resources

M/S/C by Harmon/Dar

APPROVED

To Authorize Superintendent to negotiate a contract with the accountant candidate selected by the hiring committee.

A committee will interview 2-3 candidates for the position of an accountant that will shares duties with BSUSD and Nicasio. (60% and 40%) Interviews are scheduled for 9/16/2015 at the Nicasio School.

Item	Topic/Description	REPORTS
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34. Board Member Reports

The Board President will request reports from the members of the Board pertaining to District/School committees on which they serve. These include:

- Negotiations- Siedman/Dar

Classified negotiation were held on 9/14; an additional session will be scheduled. Certificated negotiations have completed and agreements reached

- Fiscal Oversight and Advisory Committee (and FNC)[FOFPAC]- Harmon

Pending discussion at the 9/28/15 board retreat, the FOFPAC may be revised back to two committees (Facility Needs Committee and Fiscal Oversight and advisory committee)

- Technology Committee- Harmon

A schedule for these meetings needs to be established

- Green Team- Pfeiffer

School gardens are thriving. Attendance by students in grades 2 and 3 to the Heirloom Expo in Santa Rosa was cancelled due to the high heat advisory but students instead visited Anabelle (Star Route Farm) and Mickey (Gospel Flat Farm) and participated in worthwhile activities. The garden at the Stinson beach campus will be restored with leadership from Lea Earnhardt and with help from parent volunteers. Lea will also assist teachers in developing curriculum surrounding the native plant garden at the Bolinas campus. The willow dome is growing and enjoyed by students of all levels; a willow project will be planned for the SB campus.

- Marin County School Boards Association (MCSBA)- Pfeiffer

Two BSUSD trustees attended a dinner meeting at Rancho Nicasio where Damon Connolly was the guest speaker

- Joint Legislative Action Committee (JLAC)- Pfeiffer

The group is encouraging early voter registration for high school students and education for middle school students. Trustee Pfeiffer asked if 8th grade education be folded into their study of the Constitution. She would also encourage instruction on civic studies and cultivation of student leaders.

35. Public Comments

Grace Godino, as a member of the Bolinas Community Public Utility District, reported that the mosquito abatement agreement is up for review. Further discussion regarding procedures and practices will be discussed by BCPUD.

36. Future Agenda Items		
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1.	Principal’s report	SSC survey report
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2.	Consent	Williams Uniform Complaint Quarterly for the period of 7/1/2015 to 9/30/2015
3.	Action	Resolution 4 2015-2016 supporting strong starts for all of Marin's children
4.	Action	Approve changes to BSTA contract
5.	Action	Public Comments- Review and discussion of language to be added to agenda template.
6.	Information/ correspondence	Schedule for Staff/Board meetings will be announced
7.	Study & Information	Board minutes
8.	Board retreat	District run pre-school
9.	Board Consideration	Strong starts resolution
10.	Board retreat	Public comment addition approval
11.	Board retreat	FOFPAC spilt to FOAC and FNC
12.	Future- study & information	Wi-Fi Report
13.	Information	Clarification on sick leave status

37. Adjournment

M/S by Harmon/Dar

The meeting was adjourned at 8:20

*The next regular meeting will be held on October 13, 2015 at the **STINSON BEACH CAMPUS***