



# *Pacifica School District*

375 Reina del Mar Avenue  
Pacifica, CA 94044  
[www.pacificasd.org](http://www.pacificasd.org)

## BOARD OF TRUSTEES MEETING

**March 2, 2005**

### **CORRECTED MINUTES**

#### **BOARD MEMBERS PRESENT**

Ms. Betsy Massie, President  
Mr. Avram Frankel  
Ms. Connie Menefee  
Mr. Mike O'Neill  
Ms. Joan Weideman

#### **STAFF MEMBERS PRESENT:**

Dr. Michele Garside, Superintendent  
Mr. Jim Lianides, Director, Administrative Services  
Ms. Susan Vickrey, Director, Educational Support Services  
Mr. Tom Zach, Director, Human Resources Services  
Ms. Lou Sian, Board Scribe

#### **1. OPEN SESSION – CALL TO ORDER**

*Ms. Massie called the meeting to order at 6:15 p.m. Trustees Frankel, O'Neill, Menefee and Weideman were present. Staff members Dr. Garside, Mr. Lianides, Ms. Vickrey and Mr. Zach were also present. Ms. Massie adjourned the meeting to Closed Session to address items listed on the agenda.*

#### **2. CLOSED SESSION**

- (a) Employee Discipline/Dismissal/Release
- (b) Public Employee Performance Evaluation: Administrator
- (c) Public Employee Appointment: Superintendent
- (d) Conference with Labor Negotiator
  - Agency Negotiator: Michele Garside, Superintendent
  - Employee Organizations: CSEA, LSEA, LSMA  
(California School Employee Association, Chapter 128)  
(Laguna Salada Education Association)  
(Laguna Salada Management Association)

#### **3. OPEN SESSION - FLAG SALUTE AND ROLL CALL**

*Ms. Massie called the meeting to order at 7:37 p.m., reporting that the Board took three actions during Closed Session:*

- 1) *The Board voted unanimously to reassign an administrator to a teaching position.*
- 2) *The Board accepted Dr. Garside's letter of retirement effective Dec. 31, 2005. Each Board member*

addressed Dr. Garside's contribution to the district:

Mr. Frankel stated he regrets the district will be losing Dr. Garside. Over the past nine years, Dr. Garside had been responsible for much of the change in the district. He appreciated her energy, the people she brought in, her vision and her accomplishments.

Mr. O'Neill stated he will miss Dr. Garside. He has been on the Board for the past seven years, and he worked with her through modernization and the crafting of the Strategic Plan which will carry the district forward for many years to come. He stated Dr. Garside has attracted the best people to work in the district. He stated the district is one of a few in the state that has not had to lay off people thus far.

Ms. Menefee stated that Dr. Garside has transformed the district and has put it on the map.

Ms. Weideman stated that getting news of Dr. Garside's retirement was hard. She first met the superintendent as a parent. Dr. Garside listened and is always willing to hear what people have to say. She built an incredible team that will ensure that the district will be sailing long after she has left.

Ms. Massie stated that one of the five most important things she has done was to hire Dr. Garside as the superintendent. She has not changed her initial opinion of Dr. Garside since their first meeting. Ms. Massie stated that the district was very discouraged, but Dr. Garside took on her responsibilities with enthusiasm and brought the district into excellence.

3) The Board unanimously voted to appoint Mr. Lianides as the new superintendent, effective Jan. 1, 2006. Ms. Massie stated that Mr. Lianides has exhibited prudent budget management, has overseen the maintenance of facilities and has implemented the Strategic Plan. His expertise in finances, his excellent leadership and his vision make him an outstanding choice as the district's next superintendent.

#### **4. APPROVAL OF THE MINUTES - Action**

It was moved by Mr. O'Neill and seconded by Mr. Frankel that the Board approve the Minutes of the January 12, 2005 Regular Board Meeting and the February 16, 2005 Closed Session.

**Roll Call:**

**Ayes: Frankel, Massie, Menefee, O'Neill, Weideman**

**Noes: None**

**MOTION PASSED: 5-0**

It was moved by Mr. Frankel and seconded by Ms. Weideman that the Board approve the February 9, 2005 Work Study Session.

**Roll Call:**

**Ayes: Frankel, Massie, Menefee, Weideman**

**Noes: None**

**Abstain: O'Neill**

**MOTION PASSED: 4-0-1**

#### **5. APPROVAL OF THE AGENDA AND CONSENT AGENDA - Action**

It was moved by Mr. O'Neill and seconded by Ms. Weideman that the Board approve the agenda for the March 2, 2005 meeting and all consent agenda items, with the exception that

items 5(i) and 5(g) be removed.

All items on the consent agenda will be approved with one motion, which is not debatable and which requires a unanimous vote for passage. If any member of the Board, the Superintendent, or the public so requests, any item shall be removed from this section and placed in the regular order of business following approval of the consent agenda.

(a) Agenda of the March 2, 2005 meeting

(b) Consideration of Acceptance of Warrants

*It is recommended that the Board approve the attached commercial warrants for the period of 1/21/05 through 2/16/05 totaling \$786,987.93.*

(c) Personnel

*It is recommended that the Board approve the Personnel items as presented.*

- 1) Management: none
- 2) Certificated:
  - a. Employment of Julie Walton, Ortega School, Classroom Teacher, Certified Salary Schedule A/O-II at \$38,802 a 85/184 days, effective February 10, 2005.
  - b. Employment of Veronica Cuellar-Lopez, Substitute Classroom Teacher, District Office, Emergency 30-day Substitute Teaching Permit, effective January 25, 2005.
  - c. Employment of Erika Adams, Substitute Classroom Teacher, District Office, Letter of Completion, Multiple Subject, effective February 2, 2005.
  - d. Employment of Janice Bahr, Substitute Classroom Teacher, District Office, Emergency 30-day Substitute Teaching Credential and Pupil Personnel Services Credential, effective February 4, 2005.
  - e. Employment of Jaime Vierra, Substitute Classroom Teacher, District Office, Preliminary Multiple Subject Teaching Credential, effective February 8, 2005.
  - f. Employment of Holly Stotts, Substitute Classroom Teacher, District Office, Emergency 30-day Substitute Teaching Permit, effective February 10, 2005.
  - g. Resignation of Elizabeth Daley, Substitute Classroom Teacher, District Office, effective January 25, 2005.
- 3) Classified:
  - a. Employment of Sallye Cosgrove, Instructional Aide, Ortega School, Salary Schedule B, Range 44, Step A, at 2.5 hours per day, effective January 31, 2005.
  - b. Employment of Marlina Hajnal, Instructional Aide, Ortega School, Salary Schedule A, Range 44, Step A, at 5 hours per day, effective January 31, 2005.
  - c. Employment of Shannon Carroll, Classified Substitute, District Office, AVID Tutor at \$10.00 per hour, effective November 14, 2004.
  - d. Employment of Shawn Demarest, Classified Substitute, District Office, AVID Tutor at \$10.00 per hour, effective December 1, 2004.
  - e. Termination of Brandi Skrifvars, Special Ed. Health Aide, District Office, effective November 1, 2004.

(d) Service and Consultant Contracts

*It is recommended that the Board approve the Service and Consultant contracts as presented by staff.*

<b>Contract/Consultant</b>	<b>Dollar Amount</b>	<b>Terms of Contract</b>
1. John Plane Construction, Inc. Burlingame, CA 94010	\$7,310.00 Total change orders to date \$56,334.00	C/O Signed January 21, 2005 and February 3, 2005
District: Change Order #7		
		a) CORR 19 – Dry rot repair at Corridor 62 and Boys Toilet room 60. -- \$6,644 b) CORR 20 – Supply and install low voltage relay for fire alarm control interface – \$666

Contract #: Original Contract 001407 dated June 14, 2004 for \$945,840.19  
Fund/Site: Building Fund/Linda Mar

Budget Account Code:

21-9011-0-0000-8500-012-6270-0830

2. Ralph Larsen & Sons, Inc. \$52,777.00 C/O Signed February 3 and  
San Mateo, CA 94401-4221 Total change orders to date \$6,845.00 February 7, 2005

District: Change Order #5

- a) CORR 02r1 – Sinks were double specified in Epoxy and Stainless Steel. Credit for Stainless Steel. – (\$1,860)
- b) CORR 04r1 – Provide sanitary sewer POC outside of Building “A” with cleanout for connection at Building “AA”. -- \$6,738
- c) CORR 22 – At Building “D”, provide detail for flashing at the clerestory wall to the roof. -- \$3,384
- d) CORR 23 – Cost difference associated with modifications to sewer due to the conflict with the new storm drain at the south parking lot. -- \$7,257
- e) CORR 28 ALT PLUB – Provide water heater in custodian closets B107, B119, C113 and D110. -- \$6,262
- f) CORR 30r1 – Provide utility connections and venting for washer and dryer in Room D102. -- \$5,092
- g) CORR 39r1 – Provide a credit to delete all provisions for the fire sprinkler system. – (\$8,000)
- h) CORR 40 – Provide cost to cut and roll-up 20 feet of cable onto pole in order to complete the site drainage system and grading. -- \$564
- i) CORR 49 – Wiring for clock/speaker/telephone and video routed directly from the Main CST location in Room B104. – (\$104)
- j) CORR 50 – Inlet added to allow for drainage. – \$876
- k) CORR 51r1 – Cost to provide hot water to sinks in Science rooms at D and an instahot at teachers sink in Room D105. -- \$4,559
- l) CORR 54r1 – Cost to add hose bib at B107. -- \$1,013
- m) CORR 56r1 – Install gas branch piping to water heater. -- \$1,506
- n) CORR 59 – Cost to float concrete walkway in hallway to meet the slab for Building “A” -- \$2,017
- o) CORR 62 – Provide a HM frame for roll down door A101D. -- \$314
- p) CORR 63 – Cost to add angle for 6x6 post at Line G in Building “C”. -- \$289
- q) CORR 65 – Cost for water hammer arrester in wall in Room D109. -- \$431
- r) CORR 66 – Provide cost difference between original storm drain layout and revised layout due to utility conflicts. – \$15,743
- s) CORR 67 – Cost to furr out the walls in Toilet Rooms B120 and B121 to allow for installation of toilet flushometer due to conflict with 24 ½ of concrete wall. -- \$728
- t) CORR 70 – Add 2 floor outlets in D101. -- \$3,162
- u) CORR 72 – Provide VCT pattern in hallways B105 and C110. – \$1,633
- v) CORR 75 – Credit to change wiremold from an old wiremold type AL-A4800 wiremold to a AL-4000 pre-wired product. – (\$948)
- w) CORR 76 – Cost to change 4 pair copper Cat 6 Cable from MDF to IDF-AA to fiber optic. -- \$1,614
- x) CORR 78 – Cost difference to change 2x12 fascia to 2x14 to allow for vented soffit to be installed. -- \$507

Contract #: Original Contract 001408 dated June 23, 2003 for \$9,964,000.00

Fund/Site: Building Fund/Ocean Shore

Budget Account Code: 21-9011-0-0000-8500-031-6270-0830

3. ABC Fence \$885.00 February 2005  
Pacifica, CA 94044 through March 20

District: Ingrid B. Lacy Middle School – Install one chain link enclosure around water valve equipment. 2 ½ end post, 2” line post set 2’ in concrete. 1 5/8” top rail, 7 gauge spring steel tension wire, 9 gauge chain link fabric. All hot dipped galvanized structural steel. Fence to come complete with one 3’x5’ single walk gate. Fence and gates to come complete with green vinyl coated fabric.

Contract #: 001449

Fund/Site: General Fund/Plant Maintenance

Budget Account Code: 01-8150-0-0000-8100-007-5800-0651

4. Rick Bauman Floors \$5,430.39 February 2005  
Pacifica, CA 94044 through March 2005

District: Install Jude Pittman’s mosaic tile in walkway, approximately 1’ wide by 80’ long at Cabrillo School.

Contract #: 001448

Fund/Site: Building Fund/Cabrillo

Budget Account Code: 21-9011-0-0000-8500-030-6274-0830

5. Pacific Coast Tree Service, Inc. \$6,750.00 February 9, 2005  
Pacifica, CA 94044 through February 16, 2005

District: Front of Ocean Shore School overhanging the roofline, sidewalks and parking area.

- 1) Safety trim/clean out/think/reduce five cypress trees. Completely reshape all trees according to walk

- through with Jim Lianides.
- 2) Take down one cypress tree. Cut as close to the ground as possible.
  - 3) The bid includes: brush grinding, clean-up, hauling all wood and dump fees.
  - 4) Work will be performed from an aerial lift truck to ensure uniform balance & shape.

Contract #: 001450  
Fund/Site: Building Fund/Ocean Shore

Budget Account Code: 21-9011-0-0000-8500-031-6200-0830

6. Mike Lewis Concrete Construction NTE \$350.00 February 11, 2005  
Pacifica, CA 94044 through March 11, 2005

District: Rental of dump truck and personnel to move tanbark from Ocean Shore School to designated school sites. Fee is \$65.00 per hour. Estimated to take 5 hours.

Contract #: 001441  
Fund/Site: Building Fund/Ocean Shore

Budget Account Code: 21-9011-0-0000-8100-031-5600-0830

7. DRYCO Construction \$5,220.00 February 10, 2005  
Fremont, CA 94536-6532 through March 10, 2005

District: Terrace Area Paving (2 levels) (1,800 sq ft.) at Sunset Ridge School – Fine grade and scrape loose rocks off of site. Stockpile excess on site. Furnish, place, spread and compact 2” of asphaltic concrete pavement.

Contract #: 001452  
Fund/Site: Building Fund/Sunset Ridge

Budget Account Code: 21-9011-0-0000-8500-015-6200-0830

8. Michael K. Baughman, Inc. \$2,200.00 February 2005  
Loomis, CA 95650 through May 2005

District: Provide in-plant inspection services for the four relocatable buildings being built for Ocean Shore Elementary School. The fee for this service would be \$550.00 per building.

Contract #: 000945  
Fund/Site: Building Fund/Ocean Shore

Budget Account Code: 21-9011-0-0000-8500-031-6290-0830

9. Community Playgrounds, Inc. \$9,994.00 March 7, 2005  
Novato, CA 94945 through April 7, 2005

District: Install ONLY GameTime Twister Terrace Structure at Ortega Elementary School over green grass/Brock attenuation system.

Contract #: 001451  
Fund/Site: Building Fund/Ortega

Budget Account Code: 21-9011-0-0000-8500-020-6200-0830

(e) Overnight Trip Approvals (AR 6153)

*It is recommended that the Board approve the overnight field trips as presented.*

(f) Permit Agreement with Building Kidz Preschool

*It is recommended that the Board approve a permit agreement between the Pacifica School District and Building Kidz Preschool for two classrooms at Linda Mar School.*

(g) Agreement - Spindrift School of Performing Arts - **Removed**

(h) Board Bylaws, Policies and Administrative Regulations

(1) BP 6161 Equipment, Books and Materials

*Adopt CSBA Sample as proposed*

(2) BP 6163.1 Library Media Centers

*Adopt CSBA Sample with revisions*

- (3) BP 6111 School Calendar  
*Adopt CSBA Sample as proposed*
  - (4) BP/AR 6142.1 Sexual Health and HIV/AIDS Prevention Instruction  
*Adopt CSBA Sample with revisions*
  - (5) BP/AR 6142.7 Physical Education  
*Adopt CSBA Sample with revisions*
  - (6) BP/AR 6142.8 Comprehensive Health Education  
*Adopt CSBA Sample with revisions*
  - (7) AR 6143 Courses of Study  
*Adopt CSBA Sample with revisions*
  - (8) BP/AR 6159 Individualized Education Program  
*Adopt CSBA Sample as proposed*
  - (9) AR 6164.4 Identification of Individuals for Special Education  
*Adopt CSBA Sample as proposed*
  - (10) AR 6172 Gifted and Talented Student Program  
*Adopt CSBA Sample with revisions*
  - (11) BP/AR 5144.1 Suspension and Expulsion/Due Process  
*Adopt revised current policy*
- (i) Cash Reserve Program Resolution #2005-03-02-A – **Removed**

**Roll Call for Consent Agenda:****Ayes: Frankel, Massie, Menefee, O'Neill, Weideman****Noes: None****MOTION PASSED: 5-0**

- (g) Agreement - Spindrift School of Performing Arts

It was moved by Mr. O'Neill and seconded by Ms. Weideman that the Board approve an agreement to allow the Spindrift School of Performing Arts to use space at Cabrillo School this summer in exchange for providing an artist in residence program at Sunset Ridge.

**Roll Call:****Ayes: Frankel, Massie, Menefee, O'Neill, Weideman****Noes: None****MOTION PASSED: 5-0**

- (i) Cash Reserve Program **Resolution #2005-03-02-A**

*It was moved by Mr. O'Neill and seconded by Ms. Weideman that the Board adopt **Resolution #2005-03-02-A** authorizing the borrowing of up to \$5,000,000 of funds for Fiscal Year 2005-06 and the issuance and sale of 2005-06 tax and revenue anticipation note through participation in the California School Cash Reserve Program.*

*Ms. Massie stated she asked that item 5(i) be removed from the consent agenda. She explained that in the early 1990's, the district could not qualify for a trans; but that in the past few years, this transaction has become common. President Massie opened the topic for public comment.*

**People wishing to address the Board:**

*Mr. Bernie Sifry stated that he was surprised to see this item on the consent agenda and wondered when the Board had discussed it during Open Session. Returning to Board comment, Mr. Frankel stated that this is a financial mechanism used by many districts to bridge cash flow because of the way the State funds education. It happens every year and has been the same public process. The district has made a*

tremendous effort to provide information to the public when requested. Responses to information requests cost the district money and staff time. Mr. Frankel stated he didn't appreciate misinformation given to the public in Letters to the Editor after the district has made an effort to get the right information out. It hurts the district and the children in the district to have the Board's reputation brought into question when what's been done has been very prudent financial management.

Ms. Menefee stated that the item was covered in the board packet that is available to the public. The suppositions and hypotheticals in the Letters to the Editor could have been cleared up with a simple phone call without the blatant attempt to embarrass the district over a non-issue.

**Roll Call:**

**Ayes:** Frankel, Massie, Menefee, O'Neill, Weideman

**Noes:** None

**MOTION PASSED: 5-0**

## 6. COMMUNICATIONS - Information

This portion of the agenda is available to the public to address the Board on any issue that is not on the agenda. The maximum time allowed for any speaker is three minutes.

(a) LSEA (Laguna Salada Education Association) – None

Mr. Eric Edwards, president of LSEA, stated that the teachers are saddened to see Dr. Garside leave. On behalf of LSEA, he congratulated Mr. Lianides.

Mr. Edwards then told a story about a student field trip that illustrated support for the retention of Proposition 98. He thanked the Board for working with the union and offered support in their resolution to question the priorities of the state and the governor.

(b) CSEA (Classified School Employees Association) – None

(c) People Wishing to Address the Board – see item 5i

(d) Correspondence

- 1) A donation from Mr. and Mrs. James Urquhart in memory of Dr. Lon R. Owen, husband of a former teacher in the district.
- 2) A notification letter from the San Mateo County School Boards Association announcing that Cabrillo School's K-1 Math Fair and Ingrid B. Lacy Middle Schools Greek Fest have been selected for the final phase of the Kent Awards.
- 3) A letter from the Peninsula Community Foundation announcing that Vallemar School has received a grant in the amount of \$3,150 to extend the Calera Creek Outdoor Classroom Project.
- 4) A letter from the Jefferson Union High School District announcing the acceptance of a grant in the amount of \$65,000 on behalf of the North San Mateo County Consortium for Literacy awarded by the Peninsula Community Foundation. Ms. Vickrey has been instrumental as a partner in obtaining the grant. The grant is for 6<sup>th</sup> through 12<sup>th</sup> grade literacy.
- 5) A letter from Alisha Spalding, a student at Ingrid B. Lacy Middle School, in support of a week off in February.

(e) Board/Superintendent Communications

Mr. Frankel will be participating in Read Aloud Day at Sunset Ridge. He requested a staff report regarding the sale of Westview since submitting the draft Environmental Impact Report with the city. He stated his concern over the lapse of time and the cost to the district. He requested the report be in the Friday update and in an e-mail.

Mr. O'Neill requested the cost of responding to public information requests.

Ms. Menefee stated that all of the board members attended the Strategic Plan Study Session. She attended the Ingrid B. Lacy Middle School Chocolate Fest, a Bond Review Committee meeting, a Pacifica task force meeting organized by David Mineta and a joint meeting with the Rob Schneider Music Foundation.

Ms. Weideman stated that the Pacifica School Volunteers will hold its annual children's book sale on Mar. 12 at the Linda Mar Starbuck's.

Ms. Massie attended the funerals of two of the district's graduates who were involved in a tragic accident.

Dr. Garside stated that in recognition of Women's History Month, she has highlighted the contributions of Ms. Massie, Ms. Menefee and Ms. Weideman in a monthly letter. In her letter, Dr. Garside profiled the three women as follows:

Ms. Massie is the longest serving of the three women. She was on the Board that hired Dr. Garside. Her vision has helped to propel the district through many tough decisions, the establishing of Ingrid B. Lacy Middle School, and she currently co-chairs the Anti-bullying Civility Task Force.

Ms. Menefee has been interested in board affairs since her children were babies; and she began her fight for equalization funding. She provided leadership that helped pass the school bond. Ms. Menefee is the co-chair of the Bond and Modernization Review Committee and is actively involved with Parent Council.

Ms. Weideman is a volunteer extraordinaire. She attended board meetings regularly before becoming a trustee. She is a great recruiter. She has provided leadership in marketing through the Strategic Plan.

(f) Board Committee Reports

1. Comcast Negotiations –

Ms. Weideman stated that representatives from Pacifica and Colma have formed a task force to negotiate the Comcast contract. Its first task is to conduct a needs assessment of the community. Some of the needs of the district are to maintain fiber connections to the schools, provide funding to do online/video professional development for teachers, partnering for online instruction for students, continued support for the broadcast of public meetings and underwriting for educational programming such as the Education Spotlight. She asked that other Board members attend the meetings when she cannot.

2. JUHSD Task Force –

Ms. Menefee stated she attended a task force meeting convened by Trustee David Mineta of the Jefferson Union High School District to discuss teen drinking and to galvanize the community in creating healthy activities for the youth in Pacifica. The task force was convened in response to the tragic deaths of two Pacifica teenagers involved in an alcohol-related accident recently. Thus far, the task force will meet on a weekly basis to address different areas of focus such as a safe rides program and education. The next meeting is at Terra Nova High School, and the task force would like students to participate and help the adults come up with viable solutions to avoid such a tragedy from occurring again. Mr. Mineta has asked to make a presentation to the Board. Ms. Menefee asked other Board members to share in the meeting responsibilities of this task force.

## 7. PRESENTATIONS – Information

(g) Curriculum Display – Ortega Elementary School

Mr. James Rogers, principal of Ortega Elementary School, introduced the curriculum display, "Our writing reflects our thinking." He stated that the activity of writing begins when children scribble and learn to control fine motor skills in writing. They're taught different genres of writing: memoir, description of events or narratives, explaining or informing readers. Within a few, short years, the child accomplishes the skill of writing.

They learn how to write leads, expand the moment, the inner voice, add details, revise, revisit, edit and write the final document. The final, published work is arrived at through hard work is a joy of

*accomplishment. What has been encouraging to Mr. Rogers is that teachers in the district are models for other teachers. They teach the process of writing to others outside of the district. Mr. Rogers ended his presentation with several readings of student work. He acknowledged Ms. Candace Cloud, a third grade teacher, who organized the effort by staff to display some of the best writing from Ortega for the Curriculum Display.*

## **8. DISTRICT BUSINESS**

- (a) Week of the School Administrator **Resolution #2005-03-02-B** - Action

*It was moved by Mr. O'Neill and seconded by Ms. Weideman that the Board approve **Resolution #2005-03-02-B** recognizing March 6-12, 2005 as California's Week of the School Administrator*

**.Roll Call:**

**Ayes: Frankel, Massie, Menefee, O'Neill, Weideman**

**Noes: None**

**MOTION PASSED: 5-0**

- (b) Character Initiative – Action

*It was moved by Ms. Weideman and seconded by Mr. Frankel that the Board formally adopt the Character Traits recommended by the Civility (Anti Bullying) Task Force and integrate the traits into the work of the Board.*

*Dr. Garside stated that the Board at its work study session had discussed the task force and had decided to bring the character traits of compassion, honesty, integrity, respect and responsibility to the board meetings. The Board requested that it be brought forward to the community as an action item. The Board will begin by using the traits for their meeting reviews.*

*Ms. Massie reversed her role on the task force and summarized her report to the Board at a work study session. She stated that it was important that the character traits be adopted as an integral part of the work of the Board.*

**Roll Call:**

**Ayes: Frankel, Massie, Menefee, O'Neill, Weideman**

**Noes: None**

**MOTION PASSED: 5-0**

- (c) Second Interim Financial Report **Resolution #2005-03-02-C** - Action

*It was moved by Mr. O'Neill and seconded by Ms. Menefee that the Board approve the Positive Certification of the 2004-05 Second Interim Financial Report for the period July 1, 2004 through January 31, 2005 form (CI) and authorize its filing with the County Superintendent of Schools.*

*It is further moved that the Board adopt **Resolution #2005-03-02-C** incorporating revenue and expenditure increases/decreases for the District's various funds.*

*Mr. Lianides stated that there are few changes since the First Interim Financial Report. Due to a built up of reserves a few years ago, the district is able to meet its financial obligations and reserve requirements for the 2004-2005 fiscal year. There is more information about retirements and the governor's direction for the state budget during the second interim. There are a few assumptions made in the two-year projection of the general fund involving COLA, deficit reduction and STRS. Other assumptions include a projected budget reduction of \$220,000 and the transfer of \$200,000 from Fund 17.*

Mr. Lianides stated that special education is a moving target. The San Mateo Office of Education has not released the projected 04-05 cost of district students in special education classes. As a placeholder, last year's costs have been applied. There are fewer students in special education, so it is anticipated that the two will cancel out. However, a family could move into the district with a special education student, and costs could be considerably more.

The Workers Compensation rate will be going up again next year by at least .34 percent over this year's rate of 3.17 percent.

**Roll Call:**

**Ayes:** Frankel, Massie, Menefee, O'Neill, Weideman

**Noes:** None

**MOTION PASSED: 5-0**

(d) CSBA/ACSA Joint **Resolution #2005-03-02-D** – Action

*It was moved by Mr. Frankel and seconded by Ms. Weideman that the Board approve **Resolution #2005-03-02-D** opposing the Governor's 2005-06 Budget Proposal and Supporting Full Funding Requirements of Proposition 98.*

*Dr. Garside stated that this item was requested at the last board meeting. The Board wished to formalize their position opposing the governor's proposed 2005-06 budget.*

**Roll Call:**

**Ayes:** Frankel, Massie, Menefee, O'Neill, Weideman

**Noes:** None

**MOTION PASSED: 5-0**

(e) Summer School – Discussion

*Ms. Vickrey stated that the district has several interventions for target students including after-school tutoring, homework centers, classroom tutors and summer school. District testing results tend to indicate that the more effective interventions are those that are closer to the child's regular classroom. After-school tutoring appears to have more of an impact on student learning than summer school.*

*The district would like to improve summer school by keeping instruction at the student's regular school rather than have students attend summer school at a central program. The district is proposing two, two-week sessions from June 20 – July 1 and from Aug. 15 – Aug. 26. The curriculum would be a continuation of regular classroom instruction. Review time at the beginning of the year would be reduced by having target students attend class two weeks earlier. The new schedule of two, two-week sessions is two days shorter than the current five-week session and would reduce administrative costs. The new summer school schedule will have to be negotiated with the teachers union.*

(f) Facilities – Information

(1) Update

*Ortega – is close to completion. The track system for the stage curtains will be installed. The new play structure will be installed by the end of the month. The padding under the play structure is a new product and was given to the district at no cost. It looks like grass with padding underneath.*

*Ocean Shore – has a good-sized crew on site. The library building is taking shape. The outside framing and sheer walls are up. Electrical conduits are being installed. The kitchen slab is poured. Ralph Adams and the architects are working with the contractor to ensure that the project is completed on schedule. It is several weeks behind despite the large crews on site. The project is being monitored carefully as well as the impact of inclement weather on its progress. The furniture is scheduled to be delivered the first week of August. The district has advertised in the newspapers to start the bid process for movers.*

*The site is being graded and trenched in preparation for the four new portables which will be delivered in May. A fifth portable will be brought from Oddstad School for daycare. Most work for the installation of the classroom portables are already in the contract with the general contractor, so additional costs will be minimal.*

(g) CSBA Delegate Assembly - Action

*It was moved by Mr. O'Neill and seconded by Mr. Frankel that the Board vote for four representatives to the CSBA Delegate Assembly.*

*The Board voted to elect David K. Mineta, Maria Diaz-Slocum, Marc J. Friedman, Romolo J. Braschi, to the 2005 Delegate Assembly of the California School Boards Association.*

**Roll Call:**

**Ayes:** Frankel, Massie, Menefee, O'Neill, Weideman

**Noes:** None

**MOTION PASSED: 5-0**

**9. BOARD BYLAWS, POLICIES and ADMINISTRATIVE REGULATIONS**

(a) First Reading

- (1) BP/AR 0450 Comprehensive Safety Plan  
*Revise Current policy*
- (2) BP 1400 Relations Between Other Governmental Agencies and the Schools  
*Revise Current Policy*
- (3) BB 9270 Conflict of Interest  
*Revise Current Policy*

*The Board completed the first reading of items 9(a)(1) through 9(a)(3). These items will return at the next meeting on the consent agenda.*

(b) First Reading

- (1) BP 0410 Nondiscrimination in District Programs and Activities  
*Adopt CSBA Sample as proposed*
- (2) BP 0430 Comprehensive Local Plan for Special Education  
*Adopt CSBA Sample with revisions*
- (3) AR 0430 Comprehensive Local Plan for Special Education  
*Adopt CSBA Sample as proposed*
- (4) BB 9121 President  
*Adopt CSBA Sample with revisions*
- (5) BB 9122 Secretary  
*Adopt CSBA Sample as proposed*
- (6) BB 9123 Clerk  
*Adopt CSBA Sample as proposed*
- (7) BB 9224 Oath or Affirmation  
*Adopt CSBA Sample as proposed*
- (8) BB 9260 Legal Protection  
*Adopt CSBA Sample as proposed*

*Dr. Garside stated that the Board Bylaws are recommended by the California School Boards Association. The district's cabinet and Leadership Council reviewed them. The bylaws are at the Board's purview and discretion.*

People wishing to address the Board:

*Mr. Bernie Sifry spoke to item 9(b)(8). He stated that although board members are protected in the*

*performance of their duties, he cautioned the Board about personal liability, civil rights violations and violations of the Brown Act as stated in the bylaws.*

*The Board completed the first reading of items 9(a)(1) through 9(a)(3). These items will return at the next meeting on the consent agenda.*

#### **10. MEETING REVIEW**

*How were the character traits (Compassion, Honesty, Integrity, Respect and Responsibility) addressed during the meeting?*

*Ms. Weideman stated that the Board did a good job in terms of respect, in the interactions with each other and in responsibility. What the Board needed to do, it did correctly.*

*Mr. Frankel agreed. The Board acted in a respectful manner.*

*Ms. Massie stated that the district has progressed rapidly. The Board has wonderful leadership to welcome and to say goodbye. She hoped that both Dr. Garside and Mr. Lianides deeply felt what they have meant to the Board.*

#### **11. FUTURE AGENDA ITEMS**

- *Groundskeeping work study (from 2/9/05 Work Study), 4/20/05*
- *Public Information Requests/ Information, 3/23/05*
- *Task Force Presentation by Dave Mineta, 3/23/05*
- *A request by Rob Schneider Music Foundation for Individual board members to attend site concerts and musical events. The full board currently attends district concerts, 3/23/05.*
- *Asset Management at 5 p.m., 3/14/05*

#### **12. ADJOURNMENT**

*Ms. Massie adjourned the meeting at 9:15 p.m.*

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Connie Menefee, Clerk  
Corrected Minutes Approved 6/8/05

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Michele Garside, Ph.D.  
Secretary to the Board