



Pacifica School District

375 Reina del Mar Avenue
Pacifica, CA 94044
www.pacificasd.org

BOARD OF TRUSTEES MEETING

April 20, 2005

CORRECTED MINUTES

BOARD MEMBERS PRESENT:

Ms. Betsy Massie, President
Mr. Avram Frankel
Ms. Connie Menefee
Mr. Mike O'Neill, absent
Mr. 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 6:30 p.m. Trustees Frankel, Menefee and Weideman were present. Superintendent Garside and Mr. Lianides were also present. Ms. Massie adjourned the meeting to Closed Session at 6:31 p.m. for public employee discipline proceedings, to conference with the Labor Negotiator and to conference with the Real Property Negotiator.

2. CLOSED SESSION

- (a) Public Employee Discipline/Dismissal/Release
- (b) Conference with Labor Negotiator
 - Agency Negotiator: Michele Garside, Superintendent
 - Employee Organizations: CSEA, LSEA
(California School Employee Association, Chapter 128)
(Laguna Salada Education Association)
- (c) Conference with Real Property Negotiator (Government Code § 54956.8)
 - Property: Westview
 - Negotiating Parties: Pacifica School District
The Olson Company
 - Under Negotiation: Terms/Conditions

3. OPEN SESSION - FLAG SALUTE AND ROLL CALL

Ms. Massie called the meeting to order, stating that the Board took no action during Closed Session.

4. APPROVAL OF THE MINUTES

It was moved by Ms. Menefee and seconded by Ms. Weideman that the Board approve the Minutes of the March 23, 2005 Regular Board Meeting.

Roll Call:

Ayes: Frankel, Massie, Menefee, Weideman

Noes: None

MOTION PASSED: 4-0

5. APPROVAL OF THE AGENDA AND CONSENT AGENDA

It was moved by Mr. Frankel and seconded by Ms. Weideman that the Board approve the agenda for the April 20, 2005 meeting and all consent agenda items.

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 April 20, 2005 meeting
- (b) Consideration of Acceptance of Warrants

It is recommended that the Board approve the attached commercial warrants for the period of 3/11/05 through 4/7/05 totaling \$1,634,989.67.

- (c) Personnel

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

- 1) Management:

- a. Reassignment of Karen Warner to Principal on Special Assignment, Pupil Services, District Office, Principal Salary Schedule per diem for 220 days for the 2005-2006 school year, effective July 1, 2005.

- 2) Certificated:

- a. Employment of Debbie Sousa, Substitute Teacher, District Office, Emergency 30-day Substitute Teaching Permit, effective March 14, 2005.
- b. Employment of Julia Maynard, Substitute Teacher, District Office, Preliminary Multiple Subject Teaching Permit, effective April 6, 2005.
- c. Employment of Shelly McDonald, Substitute Teacher, District Office, Emergency 30-day Substitute Teaching Permit, effective April 6, 2005.

- 3) Classified:

- a. Employment of Henry Ceragioli, Classified Substitute Custodian, District Office, salary schedule B, step A for appropriate substitute custodian range, short term assignment, effective from March 29, 2005 to April 1, 2005.
- b. Employment of Enrico del Corto, Jr., Classified Substitute Custodian, District Office, salary schedule B, step A for appropriate substitute custodian range, short term assignment, effective from March 29, 2005 to April 1, 2005.
- c. Employment of Michael Fields, Classified Substitute Custodian, District Office, salary schedule B, step A for appropriate substitute custodian range, short term assignment, effective from March 29, 2005 to April 1, 2005.
- d. Employment of Krist Pagan, Classified Substitute Custodian, District Office, salary schedule B, step A for appropriate substitute custodian range, short term assignment, effective from March 29, 2005 to April 1, 2005.

- e. Employment of Helen Chow, Homework Center After School Program Tutor, Ocean Shore School, effective February 16, 2005 to June 17, 2005.
- f. Employment of Jennylin Muzzy, Classified Substitute, District Office, salary schedule B, step A for appropriate position range, effective April 7, 2005.

(d) Service and Consultant Contracts

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

Consultant/Contractor	Dollar Amount	Term of Contract
1. Ralph Larsen & Sons, Inc. San Mateo, CA 94401-4221	\$59,666.00	C/O Signed March 10, 14, 16, 31, and April 4, 2005

Total change orders to date \$126,332.00

District: Change Order #7

- a) CORR 19r2 – Cost to revise casework in order to include a plumbing chase for vent piping, plumbing and electrical in Room D101. -- \$5,673
- b) CORR 35r1 – Conduit and gas piping on roof of corridor (conduit to be rigid aluminum) -- \$15,020
- c) CORR 42 – Cost to furnish and install heat detectors at (7) new locations in room D102, D115, D116 and D111. Heat detectors were not shown on drawings but found to be required. -- \$3,076
- d) CORR 57r2 – Provide reconfigured distribution wiring from Room C119 through concrete block to main campus. Include installation of gutters and pull boxes -- \$12,073
- e) CORR 68 – Provide fusible link fire rated coiling doors for openings A114A and A114B -- \$12,225
- f) CORR 87 – The flooring needs repair before the VCT can be installed -- \$3,426
- g) CORR 89 – Cost to change WH-1 in Room C114 to a WH-2. – (\$1,101)
- h) CORR 90 – Cost to provide added head and sill flashing at aluminum storefront windows in Room A109. -- \$736
- i) CORR 92 – Cost for blocking and straps -- \$717
- j) CORR 94 – Cost to install Ardex SD-F compound at Corridor A122 and Hallways B105, B116, C110 and C121 at control joints in floors. The concrete used to be exterior walkways and these joints must be filled prior to installing VCT per plan. -- \$7,821

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

2. Hertz Equipment Rental San Francisco, CA 94103	\$95 per hour NTE 8 hours	March 21, 2005 through April 21, 2005
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District: Move two 20 foot storage containers from Ocean Shore School to the Maintenance Yard.

Contract #: 001460

Fund/Site: Building Fund/Ocean Shore

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

3. Community Playgrounds, Inc. \$398.00 C/O Signed March 22,2005
Novato, CA 94945

District: Change Order #1

Install a Temporary Construction Fence 250LF around GameTime Twister Terrace Structure being installed at Ortega Elementary School. -- \$398

Contract #: Original Contract 001451 dated February 9, 2005 for \$9,994.00

Fund/Site: Building Fund/Ortega

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

(e) Board Bylaws, Policies and Administrative Regulations

(1) BP 1312.3 Uniform Complaint Procedures

It is recommended that the Board adopt revised Current Policy

(2) AR 1312.4 Williams Uniform Complaint Procedures

It is recommended that the Board approve CSBA Sample as proposed

(3) BP/AR 4112.2 Certification

It is recommended that the Board adopt/approve CSBA Sample with revisions

(4) BP 4112.21 Interns

It is recommended that the Board adopt CSBA Sample with revisions

(5) AR 4112.21 Interns

It is recommended that the Board approve CSBA Sample as proposed

(6) AR 4112.22 Staff Teaching Students of Limited English Proficiency

It is recommended that the Board approve CSBA Sample with revisions

(7) AR 4112.24 Teacher Qualifications Under NCLB

It is recommended that the Board approve CSBA Sample as proposed

(8) BP/AR 4119.11 Sexual Harassment

It is recommended that the Board adopt/approve CSBA Sample as proposed

(f) Extended School Year Program for Special Education

It is recommended that the Board approve an Extended School Year program for Special Education from June 28, 2005 through July 28, 2005 at Vallemar School.

Roll Call:

Ayes: Frankel, Massie, Menefee, Weideman

Noes: None

MOTION PASSED: 4-0

6. COMMUNICATIONS

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

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

(c) People Wishing to Address the Board –

Ms. Sharron Walker stated she is a board member of the Pacifica Community Television (PCT) and a producer of the television show, Pacifica Currents. She stated that there will be a series of task force meetings beginning in May. The task force will meet to discuss negotiations between the City and Comcast. Although, PCT is not directly

involved, its budget comes from Comcast through the City. The task force requested public input and participation. Various focus groups will meet. The meeting for education is on Tuesday, May 3 at Vallemar School at 3:30 p.m..

(d) Correspondence –

A thank you letter from the City of Pacifica Senior Services for help in relocating a library at the Senior Center. The books were shelved in a user-friendly arrangement. The seniors are enjoying the "retired" Sodexo salad bar donated by the district.

Many letters thanking the Board members for reading at Read Aloud Day.

A letter from the San Mateo County School Boards Association announcing that Ingrid B. Lacy Middle School's Greek Fest and Cabrillo School's K-1 Math Fair were awarded the J. Russell Kent Awards for 2005.

(e) Board/Superintendent Communications –

Ms. Menefee participated in a Kent Award site validation for the Jefferson Union High School District. She attended Ingrid B. Lacy Middle School's Open House.

Ms. Weideman attended a three-hour seminar, Making Math Real. She met with Principal Sherry Segales of Terra Nova High School and Trustee David Mineta of the Jefferson Union High School District regarding AVID. She received a letter from Senator Joe Simitian requesting a Board resolution in support of Senate Constitutional Amendment 8 (SCA 8) reducing the two-thirds vote requirement of parcel taxes to a 55 percent vote to pass parcel taxes and requested the resolution be placed on the next Board agenda.

Ms. Massie stated that she and Mr. Frankel attended the Strategic Plan Team meeting. The focus was the financing of programs in light of the economic challenges facing the district.

Dr. Garside stated that Assembly Speaker Pro Tem Leland Yee is coordinating an effort to oppose the Governor's proposed cuts to education by organizing a bus trip to Sacramento on May 3, 2005.

(f) Board Committee Reports – based upon written reports – No reports.

7. PRESENTATIONS

(a) Arts Alive – Ingrid B. Lacy Middle School – Presentation

Dr. Garside stated that Arts Alive was initiated in 1998 as an opportunity to share the district's outstanding student artwork. The artwork is introduced at a public meeting and is celebrated everyday as a public display in the district office. Through the years, many students have participated in the program. The Pacifica Tribune publishes pictures of the artists and their parents, as well as the art piece. The Board honored students from Ingrid B. Lacy Middle School. Chloe Henning, 8th grade, was acknowledged for her untitled pencil sketches of Billie Holiday and an unidentified magazine model. And, Ali Harrison, 8th grade, was acknowledged for her painting created with dots made with toothpicks entitled, Transformations. Principal Kitty Mindel and Art Teacher Ellen Vogel introduced the artists and spoke of the details of their works.

8. DISTRICT BUSINESS

(a) California Day of the Teacher **Resolution #2005-04-20-A** – Action

*It was moved by Ms. Weideman and seconded by Ms. Menefee that the Board adopt **Resolution #2005-04-20-A** recognizing May 1-7, 2005 as National Teacher Appreciation Week and May 11, 2005 as California's Day of the Teacher.*

Roll Call:

Ayes: Frankel, Massie, Menefee, Weideman

Noes: None

MOTION PASSED: 4-0

- (b) Classified School Employee Week **Resolution #2005-04-20-B** – Action

*It was moved by Mr. Frankel and seconded by Ms. Menefee that the Board approve **Resolution #2005-04-20-B** recognizing May 15-21, 2005 as Classified School Employee Week.*

Roll Call:

Ayes: Frankel, Massie, Menefee, Weideman

Noes: None

MOTION PASSED: 4-0

- (c) Partnership for a Safe and Healthy Pacifica **Resolution #2005-04-20-C** - Action

*It was moved by Ms. Weideman and seconded by Ms. Menefee that the Board adopt **Resolution #2005-04-20-C** supporting the efforts of the Partnership for a Safe and Healthy Pacifica.*

Roll Call:

Ayes: Frankel, Massie, Menefee, Weideman

Noes: None

MOTION PASSED: 4-0

Ms. Weideman stated that the resolution is a joint resolution because it is being passed by other public entities. The language contains exceptions to the Board policy.

- (d) Statement of Assurance for Pupil Textbook and Instructional Materials Incentive Program **Resolution #2005-04-20-D** – Public Hearing/Action

*It was moved by Mr. Frankel and seconded by Ms. Menefee that the Board hold a public hearing to determine if students have, or will have, adequate instructional materials for the 2004-05 school year, and that the Board approve **Resolution #2005-04-20-D** assuring compliance with Education Code Section 60119 for the adequacy of pupil textbook and instructional materials for fiscal year 2004-05. Ms. Massie opened the public hearing at 8:17 p.m.. As there was no one who wished to speak to this item, Ms. Massie closed the public hearing at 8:18 p.m..*

Dr. Garside stated that the resolution was passed earlier in the year, but the No Child Left Behind legislation required that a public hearing be held within a certain time frame.

Roll Call:

Ayes: Frankel, Massie, Menefee, Weideman

Noes: None

MOTION PASSED: 4-0

- (e) Special Education Mediation Settlement **Resolution #2005-04-20-E** - Action

*It was moved by Ms. Weideman and seconded by Mr. Frankel that the Board adopt **Resolution #2005-04-20-E** authorizing the transfer of \$50,000 from Fund 17 to pay for the costs of a mediated settlement for three years of prior special education services involving a fifth grade student residing in Pacifica.*

Mr. Lianides stated that district staff participated in a lengthy mediation meeting regarding a special education student. The student has never attended schools in the district but resides in Pacifica. The student attended both a private school and a school in San Francisco's school district. The student was eligible for special education services. The District settled for \$50,000 rather than risk a hearing and a negative judgment which could have been well over \$100,000 to \$150,000. Staff is requesting that the Board move \$50,000 from Fund 17 so that the general fund maintains its three percent reserve intact and ends the year as projected.

Dr. Garside stated that there are times when the district cannot anticipate nor budget for special education expenses. This is one such occasion.

Roll Call:

Ayes: Frankel, Massie, Menefee, Weideman

Noes: None

MOTION PASSED: 4-0

(f) Facilities – Information

(1) Update

Ortega – The new play structure was installed and opened to the children. The company provided the padding free of charge to serve as a model site in their promotions. The state of the art system is comprised of a thick, rubber pad topped with high quality, artificial grass and small, rubber pellets which are worked into the grass. The pellets provide extra cushioning. It's safe for the children and durable in Pacifica's maritime weather.

Ocean Shore – The builders continue to make good progress. They continue to work towards an early July project deadline. The t-bar ceilings are installed in the D Wing. There are concerns about the site work being completed by school opening. The district and the architects will meet with Ralph Larson Construction Company to encourage them to move ahead. Grass seed must be sown in early June in order to make use of the field when school opens. It takes approximately three months before it can be used once it's sown. Change orders have been kept to a minimum. There was only one bidder for work on the day care portable pads. Bids will be reopened on May 9, thus delaying the installation of the portable buildings. Instead of mid-May, it's likely that the portable buildings will be installed in mid-June. The buildings are needed in mid-August. The second building for day care will be moved from Oddstad in mid-June as well.

(2) Vandalism/Grounds Report – 3rd Quarter

Mr. Lianides stated that approximately 30 hours per quarter are spent in repairing incidences of vandalism within the district. The district tracks all vandalism whether it occurs on nights and weekends or during school hours. For example, if a bathroom stall is marred during school hours, the repair and cleaning is categorized as vandalism.

Ms. Weideman asked if sites could identify target areas. Mr. Lianides stated that bathrooms are the most common targeted areas. Some prevention steps have been taken for outside areas. For example, fencing was put up to limit access to the back area of Linda Mar School. Neighbors also help to alert school personnel about suspicious activities at the schools.

(g) Grounds/Maintenance Work Study Schedule – Direction

The Board requested a three-hour work study session for grounds and maintenance to occur before the summer. Staff has proposed three possible dates. The purpose of the session is to look at the over-all operations, the budget, programs and long-term solutions, as well as any immediate concerns that need to be addressed before summer. Mr. Frankel requested a status report of staffing levels and descriptions of responsibilities for each of the positions responsible for the interior and exterior of schools). The Board agreed to schedule the meeting from 6 to 9 p.m. on June 1.

9. BOARD BYLAWS, POLICIES and ADMINISTRATIVE REGULATIONS

(a) SECOND READING: 4000 Series – Action

(1) BP 4119.1 Civil and Legal Rights

It was moved by Ms. Weideman and seconded by Ms. Menefee that the Board adopt the revised Current Policy.

Mr. Zach stated that the policy has been reviewed by the district's insurance agency.

Roll Call:**Ayes:** Frankel, Massie, Menefee, Weideman**Noes:** None**MOTION PASSED: 4-0****10. MEETING REVIEW**

The Board made no comments on this item.

11. FUTURE AGENDA ITEMS

- Action item in support of SCA8 as requested by Senator Joe Simitian.
- Change Ms. Menefee to Ms. Massie for the Anti-bullying Task Force/C3 Joint Meeting on May 10.

12. ADJOURNMENT

The Board returned to Closed Session after the Regular Board Meeting. The Board recessed at 8:22 p.m. and entered into Closed Session. They reconvened to close the meeting at 9:00 p.m. with no announcements out of Closed Session.

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

Michele Garside, Ph.D.
Secretary to the Board