



# Pacifica School District

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

## BOARD OF TRUSTEES MEETING

**May 18, 2005**

### MINUTES

#### **BOARD MEMBERS PRESENT:**

Ms. Betsy Massie, President  
Mr. Avram Frankel, Absent  
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 6:04 p.m.. Trustees Connie Menefee, Mike O'Neill and Joan Weideman were present. Superintendent Michele Garside was also present. Ms. Massie adjourned the meeting to Closed Session at 6:05 p.m. to conference with the Real Property Negotiator and the Labor Negotiator. The Board also conducted a performance evaluation of an administrator.*

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

- (a) Conference with Real Property Negotiator (Government Code § 54956.8)
  - Property: Westview
  - Negotiating Parties: Pacifica School District (Michele Garside, Superintendent)  
The Olson Company
  - Under Negotiation: Terms/Conditions
- (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) Public Employee Performance Evaluation: Administrator

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

*Ms. Massie called the meeting to order at 7:32 p.m., stating that the Board took no action during Closed Session.*

#### 4. APPROVAL OF THE MINUTES

It was moved by Ms. Weideman and seconded by Ms. Menefee that the Board approve the Minutes of the April 20, 2005 Regular Board Meeting.

**Roll Call:**

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

**Noes: None**

**MOTION PASSED: 4-0**

#### 5. APPROVAL OF THE AGENDA AND CONSENT AGENDA

It was moved by Ms. Weideman and seconded by Ms. Menefee that the Board approve the agenda for the May 18, 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 May 18, 2005 meeting

(b) Consideration of Acceptance of Warrants

*It is recommended that the Board approve the attached commercial warrants for the period of 4/8/05 through 5/5/05 totaling \$1,615,201.33.*

(c) Personnel

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

1) Management: None

2) Certificated:

- a. Employment of Morgan Davis, Intern School Psychologist, District Office, Psychologists Salary Schedule A/O, Step I, at .6 FTE, effective August 30, 2005.
- b. Employment of Karina Bassada, Preschool Special Education Teacher, Linda Mar School, Teacher Salary Schedule B/I, Step IV + eight additional days at \$220.00 = \$1,760 to be paid by stipend, effective August 30, 2005.
- c. Employment of Jeanne Yandell, Substitute Teacher, District Office, Multiple Subject and Specialist Instruction Credential in Special Education, effective April 19, 2005.
- d. Employment of Delmar Gomez, Substitute Teacher, District Office, Emergency 30-day Substitute Teaching Permit, effective April 26, 2005.
- e. Employment of Nancy Arms Simon, Substitute Teacher, District Office, Emergency 30-day Substitute Teaching Permit, effective May 2, 2005.
- f. Employment of Ivy Sian-Kreuzer, Substitute Teacher, District Office, Emergency 30-day Substitute Teaching Permit, effective May 2, 2005.
- g. Employment of Diane Wacha, Substitute Teacher, District Office, Standard Teaching Credential Teacher Permit, effective April 26, 2005.
- h. Employment of Daniel Simkins, Substitute Teacher, District Office, Emergency 30-day Substitute Teaching Permit, effective May 2, 2005.

3) Classified:

- a. Employment of Pamela Rubenstein, Classified Substitute, District Office, classified salary schedule B, step A for appropriate position range, effective April 18, 2005.
- b. Termination of Katherine Trent, Instructional Aide, Linda Mar School (last site worked), effective April 29, 2005.

(d) Service and Consultant Contracts

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

<i>Consultant/Contractor</i>	<i>Dollar Amount</i>	<i>Term of Contract</i>
1. Ralph Larsen & Sons, Inc. San Mateo, CA 94401-4221	\$51,687.00 Total change orders to date: \$178,019.00	C/O Signed April 14, 22, and 28, 2005

- District: Change Order #8
- a) CORR 20 – Provide credit to delete TS 3-1/2 x 3/12 x ¼ near line L-12 that is not required. – (\$782)
  - b) CORR 58 – Cost to provide power to water heater in Room A109. -- \$1,068
  - c) CORR 80 – Cost to remove AC subgrade at portable pad. -- \$10,072
  - d) CORR 95 – Cost to slurry over storm drain piping adjacent to Building “D”. -- \$1,212
  - e) CORR 96 – Provide cost to slurry over Storm Drain piping in the courtyards between “B” Buildings -- \$1,733
  - f) CORR 97 –Cost to extend 4” schedule 40 PVC with pullstring with 12”x12”x4” NEMA 3r pullbox from location approved in COR 48 around Building D in order to get CATV from Nelson Street to POC for Contractor to connect to, additional conduit and pullstring were required. -- \$7,021
  - g) CORR 102 – Revise frame for Door C121A from Type BB to Type NN. -- \$400
  - h) CORR 104 – Cost to provide 3 fire smoke damper for unit F/B-6 from the Office Supply Room to the Work Room. -- \$6,215
  - i) CORR 106 – Cost to pothole for the 6” water line. -- \$3,861
  - j) CORR 109 – Cost for added smoke detectors at Room A119 and in the mezzanine at Building AA. -- \$2,881
  - k) CORR 110 – Added outputs to the fire alarm control panel for the horn silencing. -- \$1,850
  - l) CORR 111 – Cost to rework mixing box in order to fit in overhead space. -- \$1,079
  - m) CORR 112 – Cost to upgrade the hose station in the can wash area. -- \$562
  - n) CORR 114 – Cost to provide sod at soccer field in lieu of seeding as specified. -- \$14,515

Contract #: Original Contract 001408 dated June 23, 2003 for \$9,964,000.00  
Fund/Site: Building Fund/Ocean Shore

<u>Budget Account Code:</u>	21-9011-0-0000-8500-031-6270-0830	
2. Northwood Backflow Services Redding, CA 96001	\$25 per device up to 2” diameter \$40 per device above 2” diameter	July 2005 through September 2009

District: Annual testing of backflow prevention devices within the School District -- (list of all devices attached). The contractor will deliver the test report to the appropriate the Water Agency and provide a copy of the test report to us.

Contract #: 001462  
Fund/Site: General Fund/Plant Maintenance

<u>Budget Account Code:</u>	01-8150-0-0000-8100-007-5828-0651	
3. ABC Fence Pacifica, CA 94044	\$485.00	April 29, 2005 through May 30, 2005

- District: 1) Cabrillo School – Retie approximately 120’ of 3’ high chain link fence. -- \$200.00
- 2) Ingrid B. Lacy Middle School – Repair two holes in existing chain link fence. Install two new rear wheels on existing slide gate. -- \$285.00

Contract #: 001463  
Fund/Site: Building Fund/Cabrillo & Ingrid B Lacy

<u>Budget Account Code:</u>	21-9011-0-0000-8500-030-6200-0830 (Cabrillo)	
	21-9011-0-0000-8500-022-6200-0830 (Ingrid B. Lacy)	

4. CAL Relocatable Installers, Inc. Modesto, CA 95356	\$10,000.00	June 20, 2005 through July 20, 2005
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District: Relocation at Ocean Shore School – Dismantle, tarp and transport (1) 24x40 portable

classroom from Oddstad School and relocate to new location at Ocean Shore School. Once on new site re-install classrooms per plans (provided by others) on wood foundation and re-install (1) existing metal prefabricated ramps.

Contract #: 001464  
Fund/Site: Building Fund/Ocean Shore

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

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5. Crown Worldwide Moving & Storage \$23,950.97 August 1, 2005  
San Leandro, CA 94577 through August 5, 2005

District: Relocation of furniture, equipment, and supplies between Oddstad School, Ocean Shore School, and Fairmont School between the dates of August 1 and August 5, 2005.

Contract #: 001465  
Fund/Site: Building Fund/Ocean Shore

Budget Account Code: 21-9011-0-0000-8100-031-5828-0830

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6. Rod Muscio Electrical Contractor \$47,474.00 May 15, 2005  
Pacifica, CA 94044 through July 15, 2005

District: Ocean Shore Elementary Childcare & Preschool Electrical Systems.

Contract #: 001466  
Fund/Site: Building Fund/Ocean Shore

Budget Account Code: 21-9011-0-0000-8500-031-6274-0830

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7. Mike Lewis Concrete Construction, Inc. \$88,800.00 May 15, 2005  
Pacifica, CA 94044 through July 15, 2005

District: Ocean Shore Elementary Childcare & Preschool Grading, Trenching, Concrete, and Asphalt Work.

Contract #: 001468  
Fund/Site: Building Fund/Ocean Shore

Budget Account Code: 21-9011-0-0000-8500-031-6274-0830

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8. Pacific Coast Tree Service, Inc. \$2,800.00 May 10, 2005  
Pacifica, CA 94044 through June 10, 2005

District: North Corner of Ocean Shore School – Pollard approximately 250 foot myoporum stand. Cut back to original cut. This bid includes: brush grinding, clean-up, hauling all wood and dump fees.

Contract #: 001467  
Fund/Site: Building Fund/Ocean Shore

Budget Account Code: 21-9011-0-0000-8100-031-5828-0830

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9. Lynn Perino \$7,000.00 July 1, 2005  
Coronado, CA 92118 through June 30, 2006

District: Strategic Planning Consultant for the Fiscal Year 2005-06.

Contract #: 000950

Fund/Site: General Fund Restricted/Instructional Services-Strategic Planning

Budget Account Code: 01-7315-0-110-2140-005-5827-0359

10. Vargas and Company \$14,500.00 July 1, 2005  
San Jose, CA 95112 through June 30, 2006

District: In compliance with the provisions relating to Section 41020 of the Education Code, provide an independent audit for all funds, books, and accounts of Pacifica School District (formerly Laguna Salada Union School District) for the fiscal year 2005-06.

Subject to the provisions of Education Code Section 14505 – retention of 10 percent of the contracted audit fee will be retained until the State Controller certifies that the audit report conforms to the reporting provisions of the State Controller's Audit Guide.

Contract #: 000951

Fund/Site: General Fund/Fiscal Services

Budget Account Code: 01-0000-0-0000-7300-006-5810-0640

(e) Summer School Employment

*It is recommended that the Board approve the Personnel items relating to Extended School Year and Pre Kindergarten Camps as presented.*

(f) Gifted and Talented Education (GATE) Plan Approval

*It is recommended that the Board approve the District GATE Plan for 2005-06.*

(g) Medi-Cal Administrative Claiming Agreement between Contra Costa County Superintendent of Schools and Pacifica School District

*It is recommended that the Board approve the Medi-Cal Administrative Claiming Agreement between Contra Costa County Superintendent of Schools and Pacifica School District/Pacifica Collaborative effective July 1, 2005.*

**Roll Call:**

**Ayes: Massie, Menefee, O'Neill, 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) –

*Mr. Eric Edwards, president of LSEA, invited the Board to participate in Action Day in Sacramento on May 25 to protest budget cuts to education in the Governor's proposed budget. The LSEA has made T-shirts stating, Children are our Special Interest.*

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

(c) People Wishing to Address the Board - None

(d) Correspondence –

1. *A donation in the amount of \$100 from the Friends of the Library recognizing Mr. Tom Stafford and students who helped at the Sanchez Library for Turn Off the T.V. Week.*
2. *A Peninsula Community Foundation grant for communication training involving both City and*

*district elected officials and their staff.*

3. *An e-mail from Mr. and Mrs. Delman regarding their move to Florida. Mrs. Delman is a recent retiree from the District. She and her husband worked for equalization funding for the Pacifica School District for a number of years.*
4. *A letter from Mr. John Bentley congratulating the Ingrid B. Lacy Middle School Band and conductor Jerry Downs for a recent performance.*
5. *A letter from students thanking the Board for the new play structure at Ortega School.*

(e) Board/Superintendent Communications

*Mr. O'Neill attended the Asset Management Foundation meeting, the Cabrillo School Concert and the Kent Awards Dinners.*

*Ms. Menefee attended the Spring Band Concert at Ingrid B. Lacy Middle School, the Ocean Shore School's Open House, a Strategic Plan Work Study Session and the Kent Awards Dinner. Ms. Menefee congratulated the recipients of this year's Kent Award. Cabrillo School won for its Math Fair and Ingrid B. Lacy Middle School won for its Greek Fest.*

*Ms. Weideman attended the Ocean Shore School's Spring Band Concert, the Kent Awards Dinner, and the Pacifica Collaborative meeting. She will be attending the Ocean Shore School General PTO meeting to discuss the status of the Westview property sale.*

*Ms. Massie attended the Anti-Bullying Task Force meeting. She attended the Vallemar Spring Concert. She stated that the program has outgrown its stage because of the expanding numbers of student participants.*

*Dr. Garside attended Ingrid B. Lacy Middle School's 6<sup>th</sup> grade Parent Orientation meeting. There were more than 100 people in attendance. She attended an Oceans Week program at Ocean Shore School featuring the Banana Slug Band.*

(f) Board Committee Reports

(1) JUHSD/PSD Liaison Committee

*Mr. O'Neill stated that the committee met and discussed aligned school calendars between the high schools and the District schools.*

*Ms. Massie stated that year-round school is not feasible at this time. Year-round school is on the Board's agenda for discussion later in the meeting. The Jefferson Union High School District is in the process of finding a teacher for the AVID program at Terra Nova High School. Also, work was done in math articulation between the Pacifica School District and Terra Nova High School.*

## 7. PRESENTATIONS

(a) Civility (Anti Bullying) Task Force

*The Board acknowledged the members of the Civility/Anti-Bullying Task Force Committee who created the Character Initiative now being carried forward in the District. Dr. Garside stated that the entire school district is embracing the work of the Task Force. Ms. Massie read the certificate presented to each of the committee members, which stated that "their joint effort encouraged adult modeling and a student culture of compassion, honesty, integrity, respect and responsibility". Those Task Force members present received the certificate. The members who served on the Task Force are: Donna Blethen, Nora Chikhale, Sonia Cruz, Gretchen Delman, Lori Dinneweth, Eric Edwards, Kristi Eifert, Lynn Gallo, Chido Garcia, Michele Garside, Shirley Hardy, Claire Harrison, Eric Jones, Julie Lancelle, Marc Lorenzen, Ken Manley, Betsy Massie, Josie Peterson, Gladys Picht, Linda Radavero, Shari Vendrolini, Alice Wycke, Dolores Zacconi, Tom Zach, and Laura Ziegler.*

(b) Curriculum Display – Sunset Ridge Elementary School

*Principal Laurel Trask of Sunset Ridge Middle School presented the curriculum display in the Board Room. The display contained works related to literacy, mathematics and visual and performing arts. The school has*

community partners which help with reading, math, science and the arts. The Pacifica School Volunteers has been involved in the school since the school's opening. The Spindrift Players have an after-school performing arts program. This past spring the students performed "A Midsummer Night's Dream". Sunset Ridge has received grants from the community for programs such as the Chocolate Milk Program, Kollage for the Arts and Music for Minors.

Ms. Menefee applauded the school's resourcefulness and Laurel Trask's leadership in obtaining partnerships for the children.

## 8. DISTRICT BUSINESS

### (a) Resolution # 2005-05-18-A in Support of SCA 8 - Action

*It was moved by Mr. O'Neill and seconded by Ms. Menefee that the Board adopt **Resolution #2005-05-18-A** supporting Senate Constitutional Amendment 8 (SCA 8) which reduces the two-thirds vote requirement on parcel taxes to 55%.*

*Dr. Garside stated that State Senator Joe Simitian introduced this amendment. She noted that recently Redwood City failed to pass with the 66 2/3<sup>rd</sup> majority. 62 percent of the residents voted in favor of the parcel tax. Senator Simitian's amendment will allow a parcel tax to be passed with a majority of 55 percent.*

**Roll Call:**

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

**Noes: None**

**MOTION PASSED: 4-0**

### (b) Budgetary Increases and Transfers at Year End **Resolution #2005-05-18-B** - Action

*It was moved by Mr. O'Neill and seconded by Ms. Weideman that the Board approve **Resolution #2005-05-18-B** to authorize the County Superintendent of Schools to make such transfers at the close of the 2004-05 school year as may be necessary to permit the payment of obligations the District incurred during the year.*

**Roll Call:**

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

**Noes: None**

**MOTION PASSED: 4-0**

### (c) Classified Layoffs - Action

*It was moved by Mr. O'Neill and seconded by Ms. Weideman that the Board approve a reduction in classified positions for lack of work effective July 5, 2005. The following four Instruction Aide positions shall be laid-off or reduced as a result of lack of work: Ortega School 2.5 hour and 5 hour positions, Ingrid B. Lacy Middle School 5 hour position, and Cabrillo School 3 hour position.*

*Ms. Massie stated this item has been discussed by the Board previously and that it was not new information.*

**Roll Call:**

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

**Noes: None**

**MOTION PASSED: 4-0**

### (d) Pacifica Asset Management Foundation Request – Discussion

*Dr. Garside stated that the Pacifica Asset Management Foundation requested feedback from the Board in order to pursue funding in the \$1000 to \$10,000 range from major corporations. The foundation seeks to align its business plan with the District's priorities and Strategic Plan. Staff presented a list of priorities to the Board including professional development, library resources, AVID program, computer hardware and software. Pacifica Asset Management Foundation President Scott Stokes and Director Mac Parfet were present to discuss the benefits of having a foundation to promote the District's initiatives.*

*Mr. Stokes stated that through the Foundation donors have a direct avenue for designating large contributions. Large corporations and family foundations can take advantage of the tax benefits of giving while supporting the District initiatives. Ideally, the District would have a vehicle to convey its needs, goals and successes to the community. Teachers will have a source other than classroom or department budgets for funding innovative programs and professional development. A foundation can generate alternate sources of income to help contain operating costs and promote enhanced educational opportunities. A foundation can increase corporate grant opportunities that the District may not necessarily be able to achieve.*

*Mr. O'Neill and Ms. Menefee are on the PAMF board but deferred to the full Board in expressing its goals. After some discussion, the Board directed PAMF to the District's goal of providing professional development and enhancing library and media resources for teachers and students.*

(e) Facilities – Information

(1) Update

*Ocean Shore – The project is going well with only small construction issues. Weather continues to be a factor in the site work. It's been difficult to start grading the site. There isn't enough room on the site to rope off areas to grow grass from seed. Installing sod will allow the students to use the surface at the beginning of school instead of late fall.*

*A number of auxiliary contracts have been awarded. Ocean Shore School will move in August. Custodial crews will wax the floors prior to move in. Extensive site work will be done for two portables. Two local contractors were the low bidders: Rod Muscio and Mike Lewis Construction.*

*Linda Mar – is evolving into the Linda Mar Educational Center. Among other programs, the site will house a preschool class, a K-1 class and an occupational therapist. Currently, the Home School Program and the Pacifica Volunteers are housed there.*

*Mr. O'Neill asked about the vacancy at Linda Mar School. He requested signs on the backstop.*

*Mr. Lianides stated that the preschool is interested in another room for a total of four classrooms. There are five or six rooms that are currently empty. He said that the space between the main building and the auxiliary was fenced in to prevent trespassing. It seemed to help, but the district could put up the signs.*

(2) Preventative Maintenance Update

*Mr. Lianides stated that the District has kept up its preventative maintenance schedule with the modernized sites. Staff is working through the schedule for Cabrillo and will work on Oddstad through the summer. Larry Foster is doing quarterly inspections and generating work orders for the maintenance schedule. Anything constructed of ferrous metal at the first three modernized sites has been painted with elastomeric paint to prevent rust. Stainless steel rusts at Ingrid B. Lacy Middle School. Even the stainless steel grills in the speaker boxes have rusted and will have to be taken apart and treated. Certain vulnerable surfaces are being painted with elastomeric paint at Cabrillo, Oddstad and Ocean Shore.*

*Landscaping, maintenance and replacing plants is a significant issue at Sunset Ridge and Ingrid B. Lacy Middle School. The tile floors at all the sites continue to be a recurring issue. Over breaks, extra crews are brought in to remove scuff marks from the floors.*

(f) Site Comprehensive Safety Plans/Emergency Plans Update – Information

Mr. Zach stated that at the last meeting, the Site Comprehensive Safety Plans and Emergency Plans were presented to the Board for comment. It was suggested that emergency procedures be developed to address situations when students are not in the classroom such as lunch or recess. A suggestion was made for an easily transported, one-page summary of the procedures. The Board requested that the adequacy of emergency supplies at the district office and non-school sites be determined. Mr. Zach stated that Leadership Council intends to act on these suggestions, but it will take time. According to the policy, revisions to the plan involve school, government agencies and community groups. If it's acceptable to the Board, the revisions with the suggestions can be incorporated when they occur next fall, but in the meantime, the emergency plans can be resubmitted for approval at the Board meeting on June 8.

Ms. Weideman requested that the accessibility of the emergency supplies be also considered for inclusion to the emergency plans.

(g) Year Round Education – Discussion

Dr. Garside stated that the Board requested feedback from Parent Council on single-track, year-round education. Generally, there's a mixed feeling about year-round school. The main concern is that it would not be workable in Pacifica unless all of the schools, both public and private, were involved. Summertime activities, daycare and after-school care would be impacted.

Mr. O'Neill stated that Jefferson Union High School District approached the teachers regarding year-round school. The teachers were reluctant to start school too much earlier than Labor Day.

Ms. Massie stated that the amount of work required to launch year-round school at this time is not time well spent. Though she feels it's a much better education for the students, she didn't find much family or institutional support. The Board agreed to make year round schooling a low priority at this time.

(h) Public Records Act Requests – Information

Dr. Garside stated that the Board requested information regarding the Public Records Act. Between 1999 and 2003, the total number of requests was five. For 2004, there were 10 requests. In 2005 to date, there have been 12 requests. Student record and special education requests were not included. From 2004 to date, 19 of the 22 requests were from the same requester. In terms of staff hours to comply with the requests, staff has expended 48 hours in responding to the requests. The charges for the requests have been unclear. State law states that the district may charge for the requests, but the district has not done so. Administrative Regulation 3260 will allow the District to charge for the requests being made.

Ms. Weideman stated that it's important that the public feels they are informed and that they have the information they need. But also, the District is experiencing staff reductions in the District Office. Administrative staff will be cut at the end of this fiscal year and again in January. Fulfilling the requests is taking time from doing other things.

Mr. O'Neill stated that a clerical position is being laid off. Mr. Zach and Dr. Garside are retiring. It is a reduction of 2 ½ positions in the district for next year. The public needs to be aware that requests take time.

(i) Quarterly Report: Williams Uniform Complaint [Ed Code 7 35186] – Information

Dr. Garside stated that the District has less and less staff to respond to more and more mandates. As a result of the William's lawsuit, every district in California must provide a quarterly report of complaints to the San Mateo County Office of Education and to the public. There were no complaints filed with any school in the district during January 1 through April 30, 2005.

(j) Report Interest Earned – 3<sup>rd</sup> Quarter – Information

Mr. Lianides stated that for the 3<sup>rd</sup> Quarter, the interest earned for all funds is \$110,000 and the year-to-date is \$330,000.

(k) Budget - May Revise – Information

Mr. Lianides stated that the May Revise is not necessarily the budget that will ultimately pass, but it's a starting point for negotiations. It's similar to the January proposal set forward by the Governor. The difference is that

*the COLA went from 3.93% to 4.23%. This number is deceiving because the State added a 1% budget deficit reduction and other district fiscal responsibilities. What has been left intact is the school districts will pick up the State's contribution to STRS which will be 2 percent of the Certificated payroll. When factoring in the STRS, the COLA is actually much lower. Hundreds of thousands of dollars owed to the District in unfunded mandates remain outstanding for the third year.*

*Another added expense proposed concerns student mental health. In the past, student mental health services were handled by the county. The State reimbursed the counties as a mandated cost. The State has stopped paying for mandated costs. The Governor is proposing to turn over the cost to the school districts. There is much experience in special education in which districts have picked up the shortfall. Mr. Lianides and Ms. Josie Peterson will present a further budget update at the next meeting.*

*Mr. O'Neill asked about retirement expenses. Mr. Lianides stated that employees pay 8.25 percent of their salary and the District pays 8 percent into retirement system. The State has made a contribution that varies from year to year. The Governor proposes to shift that responsibility to the districts. Then, the district's contribution would be 10 percent instead of 8 percent.*

*Ms. Weideman stated that it has to be made clear to the public that the unfunded mandates are actually chewing up whatever pittance the State is giving for COLA.*

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

### **(a) FIRST READING: 4000 Series**

*Dr. Garside stated that the administration is working diligently to ensure that the policies are kept current.*

- (1) AR 4112.3 Oath or Affirmation  
*Approve CSBA Sample as proposed*
- (2) BP 4119.23 Unauthorized Release of Confidential/Privileged Information  
*Adopt CSBA Sample as proposed*
- (3) AR 4121 Temporary/Substitute Personnel  
*Revise Current AR*
- (4) BP 4135 Soliciting and Selling  
*Revise Current Policy*

*Mr. Zach stated that AR 4112.3 designates employees as disaster caseworkers. BP 4119.23 addresses confidential information and disclosures. AR4121 is the District's current administrative regulation with a minor change to align the policies with the new law. BP 4135 prohibits employees from soliciting and selling to students and families.*

### **(b) FIRST READING: 3000 Series**

- (1) AR 3543 Transportation Safety and Emergencies  
*Approve CSBA Sample as proposed*

*Mr. Lianides stated that AR3543 is an update of the Transportation Safety Plan and what procedures the bus driver must employ in working with students. This an update of the regulation to align it with the Educational Code.*

### **(c) FIRST READING: 4000 Series**

- (1) BP 4030 Non discrimination in Employment  
*Adopt CSBA Sample as proposed*
- (2) AR 4115 Evaluation/Supervision  
*Approve CSBA Sample with revisions*
- (3) AR 4117.11 Pre-retirement Part-time Employment  
*Revise Current AR*

- (4) BP 4117.12 Retirement Consultancy Contracts  
*Adopt CSBA Sample as proposed*
- (5) AR 4300 Management, Supervisory and Confidential Personnel  
*Revise Current AR*

*Mr. Zach stated that BP4030 addresses unlawful discrimination and retaliation against employees. AR4115 reflects changes because of new legislation and contract negotiations.*

*Ms. Weideman asked for clarification of AR4300 having to do with confidential employees. Mr. Zach said a law was passed two years ago that defined confidential personnel. This reading brings AR4300 into conformity with the new law. Dr. Garside suggested the following phrase, "that are used to contribute to the development of management positions in negotiations." This item would not have to come back for a second reading since it was a clarification.*

(d) FIRST READING: 6000 Series

- (1) BP/AR 6141.2 Recognition of Religious Beliefs and Customs  
*Adopt CSBA Samples as proposed*
- (2) BP/AR 6164.5 Student Success Teams  
*Adopt CSBA Samples with revisions*
- (3) BP/AR 6173.1 Education for Foster Youth  
*Adopt CSBA Samples with revisions*

*Ms. Vickrey stated that BP/AR 6141.2 is an optional policy. It clarifies the difference between teaching about religion and teaching religion. Ms. Vickrey recommended that the Board adopt this policy. BP/AR 6164.5 changes the name from Student Study Teams to Student Success Teams. AR 6173.1 reflects changes in law pertaining to foster children.*

(e) FIRST READING: 3000 Series

- (1) AR 3260 Business and Noninstructional Operations  
*Revise Current AR*

*Dr. Garside stated that this policy addresses the cost of duplicating public records. Beginning with the 2004/05 school year, the cost will be 15 cents per page. There is no charge for e-mailing information.*

**10. MEETING REVIEW** - None

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

**11. FUTURE AGENDA ITEMS**

- Joint meeting with the City Council

**12. ADJOURNMENT**

*Ms. Massie adjourned the meeting at 9:07 p.m.*