



# *Pacifica School District*

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

## BOARD OF TRUSTEES MEETING

**February 28, 2007**

### MINUTES

#### **BOARD MEMBERS PRESENT**

Mr. Mike O'Neill, President  
Ms. Karen Ervin  
Ms. Connie Menefee  
Ms. Joan Weideman

#### **STAFF MEMBERS PRESENT**

Dr. James Lianides, Superintendent  
Ms. Susan Vickrey, Assistant Superintendent  
Ms. Josie Peterson, Chief Business Official  
Ms. Lou Sian, Board Scribe

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

*Due to a work-related committed, Board President Mike O'Neill was not present during Closed Session and arrived later during the District Business portion of the meeting. President Pro Tem Connie Menefee called the meeting to order at 6:32 p.m. Trustee Karen Ervin, Trustee Joan Weideman, and Superintendent Jim Lianides were present. Ms. Menefee adjourned the meeting to Closed Session at 6:33 p.m. to discuss Public Employee Discipline, Dismissal, and Release and to conference with the Labor Negotiator.*

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

- (a) Public Employee Discipline/Dismissal/Release
- (b) Conference with Labor Negotiator
  - Agency Negotiator: James Lianides, Superintendent
  - Employee Organizations: CSEA, LSEA  
(California School Employee Association, Chapter 128)  
(Laguna Salada Education Association)

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

*Ms. Menefee called the meeting to order at 7:45 p.m.. Ms. Menefee delayed calling the meeting to order because of technical difficulties with the public television recording equipment. She stated that the Board met during Closed Session to discuss Public Employee Discipline, Dismissal, and Release, and to meet with the Labor Negotiator. The Board took no action during Closed Session.*

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

NONE

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

It was moved by Ms. Weideman and seconded by Ms. Ervin that the Board approve the agenda for the

February 28, 2007 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 February 28, 2007 meeting

(b) Consideration of Acceptance of Warrants

*It is recommended that the Board approve the attached commercial warrants for the period of 1/29/07 through 2/8/07 totaling \$388,312.13.*

(c) Personnel

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

1) Management:

None

2) Certificated:

- a. Employment of Amy Seefeldt, Substitute Teacher with an Emergency 30-Day Substitute Teaching Permit, District Office, effective January 28, 2007.
- b. Employment of David Roberts, Substitute Teacher with a Clear Multiple Subject and Single Subject Teaching Credential, District Office, effective February 6, 2007.
- c. Employment of Alton Szeto, Substitute Teacher with an Emergency 30- Day Substitute Teaching Permit, District Office, effective February 6, 2007.
- d. Employment of Peter Kasnestis, Substitute Teacher with an Emergency 30- Day Substitute Teaching Permit, District Office, effective February 9, 2007.
- e. Employment of Amy Stoffer, Substitute Teacher with an Emergency 30-Day Substitute Teaching Permit, District Office, effective February 13, 2007.
- f. Retirement of Judy Balagot, 7<sup>th</sup> Grade Science Teacher, Ingrid B. Lacy Middle School, effective June 16, 2007.
- g. Retirement of Dolores Zacconi, 8<sup>th</sup> Grade Language Arts Teacher, Ingrid B. Lacy Middle School, effective June 16, 2007.

3) Classified:

- a. Employment of Mary Franco, Classified Substitute, Classified Salary Schedule B, Step A for Position Range, District Office, effective February 1, 2007.
- b. Transfer of Marlina Hajnal, Instructional Aide, Classified Salary Schedule A, Step C for Appropriate Position Range, Vallemar School, effective February 8, 2007.
- c. Increase .75 hours per day to 3.25 hours, Annette Holthaus, Instructional Aide, Classified Salary Schedule B, Step G for Appropriate Position Range, Vallemar School, effective February 12, 2007.
- d. Increase .25 hours per day to 4 hours, Rosemary Sanford, School Assistant, Classified Salary Schedule A, Step G for Appropriate Position Range, Ocean Shore School, effective February 13, 2007
- e. Employment of Marian Goodwin, Classified Substitute, Classified Salary Schedule B, Step A for Position Range, District Office, effective February 6, 2007.
- f. Employment of Lawrence Jones, Classified Substitute Custodian, Classified Salary Schedule B, Step C for Appropriate Substitute Custodian Range, District Office, effective February 8, 2007.
- g. Employment of Linda Jones, Classified Substitute Custodian, Classified Salary Schedule B, Step C for Appropriate Substitute Custodian Range, District Office, effective February 8, 2007.

- h. Employment of Robert Maschmeier, Classified Substitute, Classified Salary Schedule A, Step A for Appropriate Position Range, District Office, effective February 8, 2007.
- i. Resignation of Avram Frankel, Board Member, District Office, effective February 8, 2007.

(d) Service and Consultant Contracts

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

<b>Consultants / Contractors</b>	<b>Dollar Amount</b>	<b>Terms of Service</b>
1. Anna Caldwell Fairfax, CA 94930	\$26,400.00	January 12, 2007 through June 30, 2007
<b>District:</b> Pacifica	Contractor shall provide Speech Therapy Assistant direct services to the students of the School District during the 2006-2007 school year. Students will be identified for service by the IEP team.	
<b>Contract #:</b>	000996	
<b>Fund/Site:</b>	Special Education	

**Budget Account Code:** 01-6500-0-5770-3150-5827-024-0230

2. A.R.T. Carpet Pacifica, CA 94044	\$3,750.00	February 9, 2007 through March 9, 2007
<b>District:</b>	Sunset Ridge School Daycare Portables	
	a) Remove and install tile and underlayment in front entry area. -- \$2,460	
	b) Other unit: remove threshold, plywood, underlayment and tile in front entry. -- \$750	
	c) Plywood – tile – Underlayment & base -- \$540	
<b>Contract #:</b>	001611	
<b>Fund/Site:</b>	Building Fund/Sunset Ridge	

**Budget Account Code:** 21-9011-0-0000-8500-6274-007-0830

3. ABC Fence Company Pacifica, CA 94044	\$1,485.00	February 14, 2007 through March 14, 2007
<b>District:</b>	Install approximately 55' of 4 ½' high green vinyl coated chain link fabric to match existing.	
	Relocate one 3' x 4' walk gate. Install 10' of 6' high green vinyl chain link fabric. Enclose all in 4' high.	
<b>Contract #:</b>	001612	
<b>Fund/Site:</b>	Building Fund/Sunset Ridge	

**Budget Account Code:** 21-9011-0-0000-8500-6200-007-0830

(e) Overnight Trip Approvals (AR 6153)

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

<u>Site</u>	<u>Grade</u>	<u>Destination</u>	<u>Dates</u>
Ocean Shore	3	Point Reyes	April 26– 27, 2007

(f) Agreement Between Building Kidz and the Pacifica School District for Use of Building Space at Linda Mar Educational Center.

*It is recommended that the Board approve the renewal of the agreement between the Pacifica School District and Building Kidz for the use of three classrooms at the Linda Mar Educational Center.*

(g) Board Bylaws, Policies and Administrative Regulations

- (1) AR 6153 School-Sponsored Trips  
*Revise current policy*

- (h) Denial of Claim Against the District

*It is recommended that the Board deny the Tort Claim filed on behalf of Student ID 714479.*

**Roll Call:**

**Ayes:** *Ervin, Menefee, Weideman*

**Noes:** *None*

**MOTION PASSED: 3-0**

**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 – *None*
- (d) Correspondence – *None*
- (e) Board/Superintendent Communications

*Ms. Ervin stated that she attended an Articulation Committee meeting regarding emergency response, interoperability, and communications during an emergency between the Jefferson Union High School District, the Pacifica School District, and the City of Pacifica. She also attended the Ingrid B. Lacy Middle School Chocolate Fest and a planning meeting for the Ingrid B. Lacy Middle School Crab and Pasta Feed to be held on March 31, 2007.*

*Ms. Weideman attended an articulation meeting with Jefferson Union High School District. She attended State Representative Joe Similtian's meeting. She was a guest speaker at an AVID class at Ingrid B. Lacy Middle School. The students sent thank you letters and expressed their appreciation of the AVID program. Ms. Terri Duterte teaches AVID at Ingrid B. Lacy Middle School.*

*Ms. Menefee attended the articulation meeting with the Jefferson Union High School District. She attended a joint articulation meeting between the City of Pacifica, the Jefferson Union High School District and the District. She attended State Assemblyman Gene Mullin's meeting, and a Pacifica Library Foundation meeting. She also attended a parcel tax meeting (held weekly) and the Ingrid B. Lacy Middle School Chocolate Fest.*

*Dr. Lianides recognized Ingrid B. Lacy Middle School for receiving a \$450 grant from ProSocial Communications. The District received a Noyce Foundation grant of \$30,000 to continue funding the math program for this year. The District and LSEA has tentatively signed off on a calendar for the 2007 – 2008 school year. The first day of school will be Monday, August 27, 2007. The calendar will be brought before the Board for their approval at the next meeting.*

*Trustee Avram Frankel's resignation has left a vacancy on the Board. The District has advertised for applicants. Through an appointment process, the District hopes to fill the remainder of Mr. Frankel's term of office which ends in November 2008. The period for submitting applications closed on February 26, 2007. The District received one application from Mr. Laurie Frater. The Board will interview the applicant and hold a public hearing on March 8, 2007. After deliberations, the Board will take action and appoint a new board member. It is hoped that by the next regular Board meeting, the Board will have its complement of five Board members.*

- (f) Board Committee Reports – *based upon written reports – None*

## 7. PRESENTATIONS

### (a) Nano Robotics – Ingrid B. Lacy Middle School

*Mr. Gary Smoot, applied technology teacher at Ingrid B. Lacy Middle School, gave a PowerPoint presentation about a team of students who recently competed in a nano robotics competition at Google Headquarters in Mountain View. The students dubbed themselves as Nano Storm and were present to discuss their robotics project and their experiences at the competition. Nano Storm received first place in the Teamwork section and went on to compete in the Northern California championships at San Jose State College on January 20, 2007. They competed with 63 other teams and had an exciting time. Mr. Smoot intends to train a new group of students to participate in next year's competition. Mr. Smoot thanked Principal Kitty Mindel and Ms. Stephanie Vines for their involvement and support of the project.*

*The annual competition encourages young students to research and solve real world problems in the present by building autonomous robots through engineering concepts. There are values associated with the activity in that the team, with guidance from their teacher/coach, honors the spirit of friendly competition and gracious professionalism. Ingrid B. Lacy Middle School's team won in part because they helped another school's team with their project. Though the other school did not win in the competition, they went to San Jose State College to cheer the Ingrid B. Lacy Middle School team. Students in 9200 teams in 45 countries throughout the world have participated in the fun and friendly competition held annually to promote science, math, and technology.*

## 8. DISTRICT BUSINESS

### (a) Overview of District Itinerant Special Education Services – Information

*This item was moved forward in the agenda.*

*Assistant Superintendent Susan Vickrey stated that over the past two years the District has made a major effort to address the needs of the special education program. The District has brought back its students from County placements. It has enhanced its own special day classes and has expanded its in-house services to students. The presentation by members of the special education team emphasizes the sundry services provided in the District. The District hired Ms. Ann Morton to coordinate the special education program. She brings a high level of expertise to the District. Ms. Morton introduced the staff who gave information about the programs and services offered to special education students.*

*Ms. Maridel Ordonez-Rehmet stated that a play-based intervention program is offered through three preschool special education day classes housed at the Linda Mar Educational Center. It is a fully integrated program for three to five-year-olds whose special needs range from mild to severe. Art, music, motor skills, toilet training, and snack time are some of the activities offered in the program. Through a multi-discipline approach involving speech and language therapy, occupational therapy, adaptive physical education, behavioral and school psychology, and the teaching skills of both teachers and instructional aides, students receive both individual and group instruction. The emphasis is on how children learn; whether they have disabilities related to Downs Syndrome, autism, or speech and language delay.*

*Occupational Therapist Jennifer Raboy stated that the skills supported academic program helps children with their fine motor skills, gross motor skills, and self-help strategies among many things. The District provides occupational therapy rather than contracting out. She is able to provide in-house as well as consultative evaluations and therapy at each of the school sites. Occupational therapy services are provided to children in preschool and kindergarten through eighth grades. Some children from the Jefferson Elementary School District receive the District's special education services on a re-imbusement basis. In addition, the District shares an*

*adaptive physical education teacher with the Jefferson Elementary School District. The District also provides speech and language pathological assessments, as well as diagnostic evaluations to identify and assess articulation and language disorders, fluency disorders, and voice disorders.*

*Ms. Angela Connor provides Intensive Behavioral Intervention Services and supports both special education and general education students. The program provides student assessments and functional behavior analysis.*

*District Psychologist Aimee Llewellyn works with small groups of autistic students in kindergarten through eighth grades mostly in a general education setting. The setting helps them to develop social skills, relationships, and friendships. She works with approximately 30 students at various school sites and collaborates with the school staff to address the social, emotional, and intellectual needs of the children.*

*Next year, the District plans to add a 3<sup>rd</sup> – 5<sup>th</sup> special day class and continue to enhance the spectrum of services provided through quality training opportunities. Staff is working on a project to provide guidelines and online IEPs for parents. In transitioning the special education program from outside providers to district employees, the District provides an effective team approach for students while reducing encroachment on the general fund. The team works to ensure that all services are well coordinated and centered on addressing the student's IEP goals and objectives.*

- (b) Week of the School Administrator **Resolution 2007-02-28-A** - Action

*It was moved by Ms. Weideman and seconded by Ms. Ervin that the Board adopt **Resolution 2007-02-28-A** recognizing March 4-10, 2007 as California's Week of the School Administrator.*

*Mr. O'Neill arrived during the Nano Robotics presentation and was present to vote on this item.*

**Roll Call:**

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

**Noes:** None

**MOTION PASSED: 4-0**

- (c) Ortega School Block Grant Application 2006-07 – Action

*It was moved by Ms. Weideman and seconded by Ms. Ervin that the Board approve the Block Grant proposal for Ortega School.*

*Ms. Vickrey stated that the State has provided one-time funding for all school sites to be disbursed in two allotments of 75 percent now and 25 percent in September. Ortega School's initial 75 percent allotment is \$19,406. The proposal must be approved by the Board prior to May 1, 2007. Principal James Rogers has provided a list of purchases in the Board backup. The list of purchases is aligned with the Ortega School Site Plan and the District's Strategic Plan.*

**Roll Call:**

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

**Noes:** None

**MOTION PASSED: 4-0**

- (d) Annual Review of School Site Safety/District Emergency Plan – Action

*It was moved by Ms. Weideman and seconded by Ms. Ervin that the Board approve the school site safety/emergency plans as presented.*

*Dr. Lianides stated that Board Policy requires that the safety plan for each school shall be reviewed and updated annually before March 1. Each school has submitted its emergency plan which addresses procedures in the event of a disaster such as an earthquake or an explosion. The Linda Mar Educational Center and the District Office are submitting their plans for Board approval that was not available a year ago. All plans include a one-page quick reference guide with checklist of steps to take in the event of an emergency. A subcommittee with representatives from the City Council, high schools, and the District continue to work on emergency preparedness and coordination between the organizations.*

**Roll Call:**

**Ayes:** Ervin, Menefee, O'Neil, Weideman

**Noes:** None

**MOTION PASSED: 4-0**

(e) 2006-07 Second Interim Report - Action

*It was moved by Ms. Weideman and seconded by Ms. Menefee that the Board approve the Positive Certification of the 2006-07 Second Interim Financial Report for the period July 1, 2006 through January 31, 2007 (Form CI) and authorize its filing with the County Superintendent of Schools.*

*Chief Business Official Josie Peterson stated that the Second Interim Report projects an ending general fund balance of approximately \$847,000. This amount meets the 3 percent reserve requirement this year. The report contains a two-year projection of the general fund based on five main assumptions:*

- 1. Enrollment will remain steady with an overall gain of 20 students next year;*
- 2. The Governor's budget will provide a COLA of 4.04 percent for 2007-2008, and a 2.7 percent COLA in 2008-2009;*
- 3. Healthcare costs and retirement will continue to consume the first 1.7 percent of the COLA;*
- 4. Special Education costs will remain constant; and*
- 5. The District will need to draw approximately \$150,000 from Fund 17 for 2007-2008 in order to meet the 3 percent reserve requirement in the general fund.*

*The Board will have a Budget Study Session on May 23, 2007. At that time, staff will present to the Board the assumptions that will go into planning for 2007-2008 based on the Governor's May Revise and the results of the parcel tax election.*

*Ms. Joan Weideman referred to an article in the California News February 2007 issue that stated that UCLA's economic predictions continue to warn about a downturn in the State's overheated real estate market. The Governor's 2007-2008 State budget proposal is overly optimistic and "very, very shaky". Ms. Weideman stated that the District needs a stable funding source. She cited an EdSource report in the January 2007 that stated that in 2004-2005 school districts, particularly those serving K-8 students, received a smaller share of the California's State budget than they had in 1994-1995. Federal categorical funds [that come with requirements on how the money is to be spent] make up a larger share of the total revenues than in the past. According to the report, California continues to report below average expenditures per pupil, above average in compensation costs, and more students per teacher compared to the nation.*

**Roll Call:**

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

**Noes:** None

**MOTION PASSED: 4-0**

## (f) 2007 CSBA Delegate Assembly Election – Action

*It was moved by Ms. Weideman and seconded by Ms. Ervin that the Board vote for up to four candidates to the CSBA Delegate Assembly Sub-Region 5-B.*

*The Board voted for the following four candidates to the CSBA Delegate Assembly Sub-Region 5-K: Mr. David K. Mineta, Ms. Shirley J. Hoch, Ms. Laura Rich, and Ms. Maria Diaz-Slocum.*

**Roll Call:**

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

**Noes:** None

**MOTION PASSED: 4-0**

(g) Report of Interest Earned (2<sup>nd</sup> Quarter) – Information

*Ms. Peterson reported that Fund 13, the cafeteria fund, has a negative interest earned due to payroll bills that are paid on a constant basis. The cafeteria fund is waiting for state and federal reimbursement payments that, once received, will make the fund balance positive.*

**9. FUTURE AGENDA ITEMS**

- *PSD/JUHSD/City SubCommittee Report; March 21, 2007;*
- *Block grant approval for Ingrid B. Lacy Middle School, March 21, 2007;*
- *District Jazz Band Concert, March 29, 2007;*
- *Vallemar School Open House, Ms. Weideman, April 5, 2007;*
- *Ortega School Open House, Mr. O'Neill, April 5, 2007;*
- *Cabrillo School Open House, Ms. Ervin, May 31, 2007;*
- *Sunset Ridge School Open House, May 31, 2007;*
- *Joint Study Session with City Council postponed until May;*
- *Strategic Planning Committee meeting rescheduled from April 4, 2007 to May 17, 2007;*
- *Assignment of the Strategic Plan team member vacancy; date to be scheduled;*
- *Articulation meeting with Jefferson Union High School District, April 26, 2007;*
- *SubCommittee meeting with City Council, Jefferson Union High School District, April 4, 2007 at 5 p.m., two main topics to be discussed – school resource officer and operability during an emergency;*
- *Special Board Meeting to fill the Trustee vacancy, March 8, 2007 at 6:30 p.m., Public Hearing at 7 p.m..*

**10. ADJOURNMENT**

*Mr. O'Neill adjourned the meeting at 9:26 p.m..*

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Joan Weideman, Clerk  
Minutes Approved 3/21/07

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James Lianides, Ed.D.  
Secretary to the Board