

BELMONT-REDWOOD SHORES SCHOOL DISTRICT
BOARD OF TRUSTEES
REGULAR MEETING OF
September 3, 2009
MINUTES

BOARD
MEMBERS

PRESENT: Mrs. Jeni Benelli
Mrs. Karen Clancy
Mr. Brian Matthews
Mr. Andrew Stulbarg
Mrs. Cathy Wright

ABSENT:

STAFF: Dr. Emerita Orta-Camilleri, Superintendent
Mrs. Nellie Hungerford, Assistant Superintendent, Business Svcs. & Operations
Ms. Penny Weaver, Assistant Superintendent, Educational Svcs. & Personnel
Mrs. Diane Ribotta, Administrative Assistant to the Superintendent

CALL TO ORDER

President Clancy called the meeting to order at 5:00 p.m.

OPPORTUNITY FOR MEMBERS OF THE PUBLIC TO ADDRESS THE BOARD CONCERNING
ITEMS ON THE CLOSED SESSION AGENDA

No one wished to address the Board.

CONVENE TO CLOSED SESSION

At 5:01 p.m. President Clancy adjourned the Regular Board Meeting. At this time, the Board adjourned to Closed Session.

CALL TO ORDER

President Clancy reconvened the Regular Board Meeting at 7:09 p.m.

FLAG SALUTE

Trustees, staff members and citizens in the audience joined President Clancy in the Pledge of Allegiance.

ANNOUNCEMENTS

President Clancy announced the meeting was being tape recorded. During Closed Session action was taken on Interdistrict Transfers:

One 1st grade student and two 8th grade students were accepted.

One 1st grade student and two 3rd grade students were denied.

President Clancy introduced Mr. Robert Tashjian and Mr. Michael Parker, future Board Members who will join the Board in December of 2009 and Mr. Eric Shrader, former Board Member.

SPEAKERS WISHING TO ADDRESS THE BOARD

President Clancy announced that this portion of the Agenda provides Trustees, staff members and audience members an opportunity to address the Board on any item on the agenda or not included on the agenda. President Clancy also stated that public comments would be limited to three (3) minutes per speaker per topic.

1. Larry Pon, 813 Southport, Redwood City, stated concerns regarding the Quarterly Reports on Investments.
2. Steve Cintron, 3014 San Juan Blvd. Belmont, stated concerns regarding School Force and custodial services at the school sites.
3. Ardythe Andrews, 1601 A Manzanita Ave, Belmont, thanked the community for continuing to raise money for School Force.
4. Larry Pon, 813 Southport, Redwood City, stated concerns about the naming of the new school.
5. Kristin Mack, 812 Covington, Belmont, stated that Board Members visiting classrooms would be greatly appreciated by teachers and staff.
6. Suzette Goulsen, 3029 Seabrook, Redwood City, agreed with a working session on policy and procedures.

APPROVAL OF THE AGENDA AND CONSENT AGENDA

Mrs. Clancy pulled Item #7 T- Resolution #3 – 457 (b) Deferred Compensation Plan Adoption Agreement and Item #7 U- Resolution #2 – Adopting 403(b) Compliance Administration and requested they be brought back to the September 17, 2009 Board Meeting.

Moved by Mrs. Wright, seconded by Mrs. Benelli, the Board approved the Agenda and Consent Agenda as amended.

Roll Call: Ayes: Mr. Brian Matthews
Mrs. Cathy Wright
Mrs. Jeni Benelli
Mr. Andrew Stulbarg
Mrs. Karen Clancy

Motions Approved Under the Consent Agenda

Item

7a. The Board of Trustees approved warrants batches 183-194, for 2009-2009 and batches 1-24 for 2009-2010 as presented.

7b. The Board of Trustees accepted the following donations as presented:

Central School

- Helen Gruener & Brownie Troop 1942 part of the Box Tops Education Program has made a cash donation of \$520.50 to be used for instructional supplies.
- E-script has made a cash donation of \$13.19 to be used for instructional supplies.
- Wells Fargo part of the Wells Fargo Matching Gift Program has made a cash donation of \$711.54 to be used for instructional supplies.
- Ms. Stoutimore's class received a cash donation of \$542.00 to be used for instructional supplies. Donated by Letty Dupuy \$150.00, Denise Schmitt \$150.00, Shirley & Jeff Hom \$100.00 and Michelle Sharkey \$142.00.

District Office

- Edmund Nowicki has donated 2 executive side chairs and 3 executive lobby chairs estimated value \$420.00 to be used at various school sites as needed.
- Dr. Albert Landucci has donated a cash donation of \$900.00 to be used for 2009 Dr. Landucci Scholarship Program.

- Lawrence Pon has donated 1 end table, 1 lamp, 3 book cases, 5 office chairs, 2 boxes of binders, 2 large poster frames and 1 sign stand total estimated value \$870.00 to be used at various school sites as needed.

7c. The Board of Trustees approved the Special Education contracts as presented:

ID #	Age	Disab	Type-Services	Provider	Start Date	End Date	New Contract
274311	6	AUT	SDC	Wings Lrng Center	7/1/2009	6/9/2010	\$83,529.00
480925	4	VI	Preschool	Edison Montessori	7/1/2009	6/30/2010	\$11,245.00
522399	3	AUT	ABA	FACES	7/1/2009	6/30/2010	\$73,998.72
160910	7	AUT	SDC	Morgan Center	7/1/2009	6/30/2010	\$71,019.65
160847	8	MR	SDC	Morgan Center	7/1/2009	6/30/2010	\$72,201.65
274311	6	AUT	ABA	I Can Too	7/1/2009	6/30/2010	\$40,000.00
220560	13	AUT	ESY	EBC School	7/1/2009	7/31/2009	\$6,808.60
270155	11	ED	SDC	EBC School	7/1/2009	6/30/2010	\$70,509.51
160620	14	ED	ESY	EBC School	7/1/2009	7/31/2009	\$6,538.60
216616	5	AUT	ABA	PALS	7/1/2009	6/30/2010	\$12,664.88
160903	6	AUT	ABA	I Can Too	7/1/2009	9/30/2009	\$7,600.00
494699	3	AUT	ABA	FACES	7/8/2009	6/30/2010	\$72,722.88
528280	12	ED	SDC	EBC School	7/1/2009	6/30/2010	\$68,000.00
214545	6	AUT	N/A	N/A*	N/A	N/A	\$1,100.00
205093	6	AUT	N/A	N/A*	N/A	N/A	\$5,270.00
160593	10	AUT	ABA	PALS	7/1/2009	6/30/2010	\$6,000.00
160588	13	AUT	N/A	N/A*	7/1/2009	6/20/2010	\$28,000.00
216626	5	AUT	ABA	I Can Too	7/1/2009	9/30/2009	\$30,000.00
220286	14	SLD	SDC	Armstrong	7/1/2009	6/30/2010	\$31,000.00
450769	3	MD	N/A	N/A**	7/1/2009	6/30/2010	\$990.00
426414	12	N/A	N/A	N/A*	N/A	N/A	\$1,400.00
160575	11	AUT	N/A	N/A*	7/1/2009	6/12/2010	\$4,620.00
Contractor	Type-Services		Provider		Start Date	End Date	New Contract
Dr. Tonia Brockman	Behaviorial		Independent Contractor		8/26/2009	6/11/2010	\$57,400.00

*Agreement- parent reimbursement	**Parent reimbursement for mileage	Total New Contracts	\$762,618.49
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- 7d. The Board of Trustees accepted the Summer Maintenance Report as presented.
- 7e. The Board of Trustees approved Resolution # 4 authorizing Emerita Orta-Camilleri, Superintendent, Nellie Hungerford, Assistant Superintendent and Penny Weaver, Assistant Superintendent, as signators for District documents and accounts in 2009-2010.
- 7f. The Board of Trustees approved the Williams Uniform Complaints quarterly report for the period ending June 2009, (covers 04/01/09 through 06/30/09).
- 7g. That the Board of Trustees approved the following contract for BTSA Advisor as presented: The contract for Leslie Elmore not to exceed \$30,000. Ms. Elmore will be providing support for twelve BTSA teachers in the District. She performed the same service in our District last year.
- 7h. The Board approved the renewal of the contract with Baha'i Church for use of facilities at Fox School in the 2009-2010 school year.
- 7i. The Board of Trustees approved the contract with Ellen Wright -Wright Consulting, Inc. not to exceed \$20,000 to provide grant writing assistance for the period of July 14, 2009 – June 14, 2010.
- 7k. The Board of Trustees approved the August 4, 2009 Tentative Agreements with BRSFA for Article 10 - Hours and Article 12 – Grievance.
- 7l. The Board of Trustees approved the contract with Tzu-Chi on June 19, 2009. After approval, a change was required to Section 17 (See underlined changes). The amended contract is attached.
- 7m. The Board of Trustees approved and extended the contract with Lozano Smith to provide legal services with a pre-payment of \$100,000 at discounted rates, for the 2009-2010 school year.
- 7n. The Board of Trustees approved the proposal with Total Compensation Systems, Inc.(TCS) for \$5,050 for GASB 45 Actuarial Services and presentation of data at one Board meeting to be funded from the Fiscal Services unrestricted General Fund budget.
- 7o. The Board of Trustees approved Amendment No. 7 to the Stafford King Wiese Architect contract for additional design work with dollar amount increase not to exceed \$4,620.
- 7p. The Board adopted the attached timeline for development of the 2009-2010 Budget.
- 7q. The Board of Trustees approved the following personnel actions as presented:
- 1) Certificated Personnel:
 - (a) Hiring Sarah Meyer as a Temporary, 1.0 FTE Kindergarten Teacher at Nesbit School at an annual salary of \$47,668 effective August 19, 2009.
 - (b) Hiring Erika Verrone as a Temporary, 1.0 FTE 3rd Grade Teacher at Nesbit School at an annual salary of \$47,668 effective August 19, 2009.

- (c) Hiring Jo Ann Cobb as a Temporary, .333 FTE Math Teacher at Ralston Middle School at an annual salary of \$16,495 effective August 19, 2009.
- (d) Hiring Ryan Grimm as a Probationary, 1.0 FTE SDC Teacher at Ralston Middle School at an annual salary of \$66,829 effective August 19, 2009.
- (e) Hiring Meghan Affrunti as a Temporary, 1.0 FTE Kindergarten Teacher at Nesbit School at an annual salary of \$49,535 effective August 19, 2009.
- (f) Hiring Alison Chappell as a Temporary, .4 FTE 3rd Grade Teacher at Nesbit School at an annual salary of \$23,577 effective August 19, 2009.
- (g) Hiring Amy Fauce as a Temporary, 1.0 FTE Science Specialist at Sandpiper School at an annual salary of \$51,234 effective August 19, 2009.
- (h) Hiring Diana Dean as a Probationary, 1.0 FTE English-ESL Teacher at Ralston Middle School at an annual salary of \$81,994 effective August 19, 2009.
- (i) Hiring Lisa Salvucci as a Temporary, 1.0 FTE Kindergarten Teacher at Nesbit School at an annual salary of \$47,668 effective August 19, 2009.
- (j) Hiring Kathryn Kelley as a 1.0 Principal of Nesbit School at an annual salary of \$122,029 effective July 1, 2009.
- (k) Hiring Amy Dunn as a Temporary, 1.0 4th Grade Teacher at Fox School at an annual salary of \$56,695 effective August 19, 2009.
- (l) Hiring Kortney Kaa as a Probationary, 1.0 2nd Grade Teacher at an annual salary of \$53,292 effective August 21, 2009.
- (m) Hiring Mark Shanteau as a Temporary, 1.0 5th Grade Teacher at Sandpiper School at an annual salary of \$54,292 effective August 19, 2009.
- (n) Hiring James Matthew Wilkinson as a Temporary, 1.0 4th Grade Teacher at Sandpiper School at an annual salary of \$52,992 effective August 19, 2009.
- (o) Accepting the resignation of Joane Nelson, 1.0 FTE SDC Teacher at Central School, effective June 30, 2009.

2) Classified Personnel:

- (a) Accepting the resignation of Kim Beauchamp, Para-Educator at Cipriani School effective August 13, 2009.
- (b) Accepting the resignation of Sylvia Chung, SDC-Mod/Severe Para-Educator at Fox School effective August 12, 2009.

7r. The Board of Trustees approved a contract with School Site Solutions to provide DTSC project management services, not to exceed \$2,000, payable from the new school bond funds.

7s. The Board of Trustees approved Resolution #1 to allow for the collection of the new Measure U parcel tax in the amount of \$78, as well as for the previously approved Measure G parcel tax in the amount of \$96, for a total levy of \$174, for all non-exempt parcels, by the San Mateo County Controller.

7.v The Board of Trustees approved Resolution # 5, to grant signature authorization to Dr. Emerita Orta-Camilleri, Superintendent and both Assistant Superintendents, Nellie Hungerford and Penny Weaver for all documents and papers associated with applications of funding through the State Allocation Board.

APPROVAL OF THE MINUTES

Moved by Mr. Matthews, seconded by Mrs. Benelli, the Board approved the Minutes of the June 18, 2009 Regular Board Meeting.

Roll Call: Ayes: Mr. Brian Matthews
Mrs. Cathy Wright
Mrs. Jeni Benelli
Mr. Andrew Stulbarg

ABSTAIN: Mrs. Karen Clancy

Moved by Mr. Matthews, seconded by Mrs. Benelli, the Board approved the Minutes of the Special Board Meetings held on August 11, 2009 and August 19, 2009.

Roll Call: Ayes: Mr. Brian Matthews
Mrs. Cathy Wright
Mrs. Jeni Benelli
Mr. Andrew Stulbarg
Mrs. Karen Clancy

ENROLLMENT REPORT

Ms. Weaver distributed a handout showing enrollment as of August 31, 2009. Ms. Weaver stated that the District has increased by 184 students since last year.

Ms. Weaver thanked Dr. Orta-Camilleri for her guidance in preparing for the District's enrollment growth.

Mrs. Benelli thanked the teachers and parent volunteers for their efforts with the transition of AM/PM kindergarten.

STAR RESULTS 2009

Ms. Weaver distributed and reviewed a handout of the STAR Results. Ms. Weaver stated that growth was evident throughout the grade levels and subject areas.

Mrs. Wright thanked teachers and staff for their efforts.

Mr. Matthews thanked Dr. Orta-Camilleri, Penny Weaver and Nellie Hungerford for their efforts.

DISTRICT BUDGET 2009-10 UPDATE

Mrs. Hungerford stated that the State's budget directly impacts the District's budget. In Belmont/Redwood Shores we are currently experiencing a .7% growth in property taxes for 2009-10. This will impact the adopted budget created in June.

SCHOOL FORCE UPDATE & DISCUSSION

Dr. Orta-Camilleri stated that School Force has donated an additional \$225,000, which brings the total to \$725,000 to be used to restore services.

Staff recommended the following additions/deletions:

1. \$24,000 - To add .4 FTE Science specialist time to increase prep for upper grade growth
2. \$10,000 - Equipment and coaching support for Ralston's Sports program
3. \$18,000 - For library services (pending negotiations)

4. \$35,000 - Staff development for writing coaching
5. \$45,000 - Staff development for math coaching
6. \$38,500 - For site discretionary funds
7. \$60,000 - For districtwide technology upgrades

Dr. Orta-Camilleri stated that recommendations are fluid as an additional \$5,000 needs to be secured for Para-Educators.

Dr. Orta-Camilleri thanked Mrs. Ardythe Andrews, School Force President, and Mrs. Keiko Smith, PTA Council President for their efforts.

Dr. Orta-Camilleri thanked Ms. Weaver for her grant writing efforts.

Dr. Orta-Camilleri thanked Mr. Sean Colt for his cost savings efforts.

Mrs. Wright stated concerns regarding student growth in all schools and the reduction of custodial staff hours.

Mrs. Hungerford stated that the maintenance/delivery driver and custodial hours will be reviewed and discussed at a future Board Meeting.

Mr. Matthews thanked Ralston for raising monies to support its sport programs.

Mrs. Clancy thanked School Force for their fundraising efforts.

Mr. Stulbarg thanked Ardythe Andrews and members of School Force for their efforts.

Mrs. Wright requested that the monies budgeted from School Force for the Ralston Sports program ensure that each student that tries out for a team makes the team.

Mrs. Clancy thanked Dr. Orta-Camilleri for the prioritization list.

In summary, staff will be finalizing figures, obtaining resources for the maintenance/delivery driver and securing funds to allow for a full complement of sports programs at Ralston Middle School.

TRANSITION COMMITTEE UPDATE

Dr. Orta-Camilleri stated that the transition committee meetings are off to a great start. Mr. Stulbarg stated that the committee will be submitting recommendations soon.

NEW SHORES SCHOOL UPDATE

Mrs. Hungerford stated that the New Shores School is making progress. Section A Administrative offices and six classrooms are almost complete. The Library/Learning Center building was delivered on 8-31-09. Kindergarten classrooms are scheduled for delivery in mid-September, with remaining classrooms and multipurpose room to come in mid October.

Mrs. Hungerford stated that a few more permits are needed from the City of Redwood City. The District will consider granting the City of Redwood City an easement for the de-watering structure. This item will be presented to the Board for consideration on September 17, 2009.

Mrs. Hungerford stated that she and Mr. Colt were able to obtain a 30% decrease in monthly maintenance cost district wide from Sonitrol.

Mrs. Wright thanked Mrs. Hungerford for the preparation and execution of the Ground Breaking Ceremony for the new school. New contracts will be brought to the Board on September 17, 2009.

SMC: GRAND JURY FIRE ALARM FEASIBILITY STUDY

Mrs. Hungerford stated that staff responded to the San Mateo County Grand Jury investigation into fire alarm systems at all schools within the County. Four schools in Belmont were identified as not having updated fire alarm systems meeting the latest code changes under SB575. The schools are: Fox, Cipriani, Central and Ralston. All the schools identified have approved systems that are grandfathered under the codes in place prior to January 2008. The Grand Jury requested that each District conduct a feasibility study on what it would cost to bring the systems up to date and to attach the system to a third party vendor or the police department. In response to this request a "no cost" feasibility study was conducted and the following response from Sprig Electric outlines the most economical estimated cost to bring the four schools into compliance under SB575. Two other verbal estimates were over \$200,000 per school site.

Cost per School Site	\$126,500
Cost for four School Sites	\$506,000
If work is done off hours add	
\$47,570 per site	\$190,280

Board discussion resulted in agreement the district does not have sufficient funds to implement the updated systems. This will be a high priority when modernization funds are available.

At this time the District is in compliance and Mrs. Hungerford will respond to the Grand Jury.

SCHOOL SITE VISITS

Mrs. Benelli stated that she would like to visit school site classrooms. Mrs. Benelli will send dates to Dr. Orta-Camilleri. Mrs. Ribotta will share the dates with the Board members and provide the Board and Principals with a schedule of the classroom visits.

APPROVAL OF EMPLOYMENT UNDER A PROVISIONAL INTERN PERMIT

Ms. Weaver stated that the District is in need of a Special Education teacher and Ms. Dawn Angelica is eligible to apply for her Intern Education Specialist Permit in January 2010.

Moved by Mrs. Benelli, seconded by Mr. Stulbarg, the Board approved the employment of Dawn Angelica under a Provisional Intern Permit for the 2009-2010 school year.

Roll Call: Ayes: Mr. Brian Matthews
Mrs. Cathy Wright
Mrs. Jeni Benelli

Mr. Andrew Stulbarg
Mrs. Karen Clancy

CSBA "DIRECTOR AT LARGE" NOMINATION

The Board chose not to nominate.

Moved by Mrs. Wright, seconded by Mrs. Benelli, the Board chose not to nominate board members for CSBA's Director at Large, American Indian, Black and County

Roll Call: Ayes: Mr. Brian Matthews
Mrs. Cathy Wright
Mrs. Jeni Benelli
Mr. Andrew Stulbarg
Mrs. Karen Clancy

REPORTS FROM BOARD MEMBERS OR STAFF

Dr. Orta-Camilleri stated that School Force & PTA will be holding community meetings with our school community. The dates are: October 6th, 8th and November 17, 2009 and January 14th, 2010.

Mr. Matthews thanked Linda Taylor and Thea Runyan for their efforts for the Fox School BBQ held to acquaint new parents/students with exiting parents/students.

Save the Music – October 4, 2009

Casino Royale - November 14, 2009

CBSA – Scot Plotkin will be the speaker, September 21, 2009.

The Board thanked staff for their efforts with the Welcome Back Breakfast.

FUTURE BOARD ITEMS

Mr. Matthews would like a proclamation for the fund raising efforts of School Force.

Mrs. Wright would like the sibling policy reviewed.

Mrs. Clancy requested a study session of the HR Policies, Policy & Procedures and Operations.

CONVENE TO CLOSED SESSION

President Clancy convened the meeting to Closed Session at 9:18 p.m.

RECONVENE TO OPEN SESSION

At 9:35 p.m., President Clancy reconvened the meeting to Open Session.

ANNOUNCEMENTS – REPORT ON CLOSED SESSION

President Clancy stated that the Board had met in Closed Session and no action was taken.

ADJOURNMENT

The meeting was adjourned at 9:36 p.m.