

BELMONT-REDWOOD SHORES SCHOOL DISTRICT  
BOARD OF TRUSTEES  
REGULAR MEETING OF  
April 14, 2011  
AMENDED MINUTES

BOARD  
MEMBERS

PRESENT: Mr. Brian Matthews  
Mr. Andrew Stulbarg (arrived at 6:13pm)  
Mr. Robert Tashjian  
Mr. Charles Velschow  
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

Vice President Matthews called the meeting to order at 6:08 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 6:09 p.m. Vice President Matthews adjourned the Regular Board Meeting. At this time, the Board adjourned to Closed Session.

CALL TO ORDER

President Stulbarg reconvened the Regular Board Meeting at 7:13 p.m.

FLAG SALUTE

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

ANNOUNCEMENTS

President Stulbarg announced the meeting was being tape recorded. Mr. Stulbarg thanked Nesbit PTA, Principal Kelley, Ms. Shelton and the Nesbit community for hosting tonight's meeting.

SPEAKERS WISHING TO ADDRESS THE BOARD

President Stulbarg 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 Stulbarg also stated that public comments would be limited to three (3) minutes per speaker per topic.

APPROVAL OF THE AGENDA AND CONSENT AGENDA

Mrs. Wright requested to pull Item# 7a. Approval of Personnel Actions. Moved by Mr. Matthews, seconded by Mr. Tashjian, the Board approved the Agenda and Consent Agenda as amended.

Roll Call: Ayes: Mr. Robert Tashjian  
Mr. Brian Matthews  
Mrs. Cathy Wright

Mr. Charles Velschow  
Mr. Andrew Stulbarg

APPROVAL OF PERSONNEL ACTIONS

Dr. Orta-Camilleri stated that the salary range for Robin Pang-Maganaris was amended to reflect the correct annual salary of \$120,987.

Moved by Mrs. Wright, seconded by Mr. Matthews, the Board approved the personnel actions as amended.

Roll Call: Ayes: Mr. Robert Tashjian  
Mr. Brian Matthews  
Mrs. Cathy Wright  
Mr. Charles Velschow  
Mr. Andrew Stulbarg

Motions Approved Under the Consent Agenda

Item #7

- b. The Board of Trustees accepted an Oracle Impact Grant for \$40,000 for Nesbit Elementary School.
- c. The Board of Trustees approved a contract with Nob Hill Catering, Inc. for providing lunches for those students qualifying for free or reduced-cost lunches (when not supplied in the various PTA lunch programs), at a rate of \$3.00 per lunch, using funds budgeted for this purpose in the District's General Fund budget.
- d. The Board of Trustees approved two contracts with ERT, Inc. (Environmental Remediation Technologies) in the combined amount of \$29,950, payable from Fund 25 Capital Facility Funds until reimbursement from Measures I and N Bond is possible.

APPROVAL OF THE MINUTES

Moved by Mr. Matthews, seconded by Mrs. Wright, the Board approved the Minutes of the Special Board Meeting held on March 20, 2011.

Roll Call: Ayes: Mr. Robert Tashjian  
Mr. Brian Matthews  
Mrs. Cathy Wright  
Mr. Charles Velschow - Abstained  
Mr. Andrew Stulbarg - Abstained

Moved by Mr. Matthews, seconded by Mrs. Wright, the Board approved the Minutes of the Regular Board Meeting held on April 7, 2011.

Roll Call: Ayes: Mr. Robert Tashjian - Abstained  
Mr. Brian Matthews  
Mrs. Cathy Wright  
Mr. Charles Velschow  
Mr. Andrew Stulbarg

FIRST DRAFT OF THE 2011-2012 PRELIMINARY BUDGET

Mrs. Hungerford stated that this report is the first of two drafts. The final Adoption budget must be solvent for all three years requiring 3% reserves for economic uncertainty.

Several factors continue to challenge the financial well-being of the District. The continued generosity of the Community in supporting two parcel taxes and significant revenue contributions from the School Force, along with PTA donations to local sites, has enabled the District to retain many of the cherished educational programs. Additionally, Staff members have generously agreed to labor contract concessions, sites have managed their budgets with frugality, and opportunities for State revenue flexibility have been embraced to craft District budgets to maximize the impact of each dollar.

Some of the most challenging factors include:

- Continuing enrollment growth. An additional 148 students are anticipated in 2011-12
- The economy continues to impact the Property Tax revenues. The District is anticipating a 3% increase over prior year based on the increase in parcels from the sale of new town homes in Redwood Shores and the turnover of property throughout the District.
- The State is expecting an 8.9% Fair Share payment for 2011-12 onward, equal to the on-going deficit being experienced by Revenue Limit District. The payment can only be from State Funding and the State must guarantee the District receives at least \$120/ADA annually from State revenues (minimum Constitutional guarantee). Therefore, the District will maximize its Fair Share liability at approximately \$1.5-\$1.6 million. The additional \$349 - \$800/ADA being discussed at the State level, under the current Fair Share formula, will not have an impact on Belmont-Redwood Shores since the District has already reached its maximum payback liability amount. The only concern would be if the State were to decide to remove the excess property taxes from all Basic Aid Districts and make all districts' Revenue Limit driven. I do not anticipate this happening in the near future but it is a possibility the District cannot ignore.

Listed below are assumptions and factors represented in the budget at this very early stage in its development. The draft includes program expenditures and staffing nearly identical to the 2010-2011 Second Interim Report, with the following exceptions:

- Eligible staff salaries are increased by "step and column" \$300,000.
- Four district wide staff furlough days are included \$372,000.
- Class Size for K-3 is staffed at a 29:1 ratio, along with enrollment growth impact, resulting in a reduction of certificated teacher's salaries estimated at \$750,000.
- Health Benefit premiums (employer portion) are estimated to increase by \$30,000.
- Statutory benefit rate for unemployment has remained unchanged, however workmen's compensation has increased from .013139 to .014803.
- Noon Duty adjusted to formula
- Night Custodian at Redwood Shores increased from 0.5 to 1.0 FTE due to enrollment increase in 2011-12, \$30,000.
- Categorical programs are budgeted to support the \$1,539,437 estimated "Fair Share" payment to the State, in each of the three years.
- Special Education is budgeted to support current expenses, adjusted for changes in student IEPs, plus \$250,000 to support future student IEP requirements.
- All carryover funds/expenditures have been removed from the draft budget.
- Local program funds/expenditures are removed from the draft budget.

Revenues are budgeted as follows:

- State categorical programs are budgeted at -0.37% COLA. Revenue, less \$120/ADA, is being set aside to cover State Fair Share payment.
- Federal categorical funding received zero COLA for 11-12. Federal revenue has been modified to include the anticipated balance of 10% Federal Jobs money.
- Property Tax is projected to have a 3% increase over 10-11.
- School Force donation is budgeted at \$750,000 annually for all three years. Expenditures have been aligned with revenue based on established priorities.

The budget reflects deficit spending in each of the three years. This amount will be offset by the sizeable carryovers that are projected from 2010-11. The two following years will require contributions from reserve funds to offset the deficit that is on-going. The District's reserves for economic uncertainty are greater than the 3% State required reserves. At this point in time, the District's projected budget would result in a positive certification.

The Second Draft of the Adoption budget will be presented on May 19, 2011 and will include additional changes based on direction from the Board of Trustees, information received from School Force and the Governor's update on the State Budget.

The Board thanked staff and the community for their outstanding efforts.

#### BUDGET WORKSHOP

Mrs. Hungerford reviewed handouts for revenues and expenditures, the process for the budget development, assumptions and staff's recommendations on the 2<sup>nd</sup> draft of the budget

Mrs. Hungerford introduced Mrs. Suzette Gulsen, of the Budget Task Force Committee, she stated the budget was reviewed line by line and Mrs. Hungerford's report is accurate.

Mrs. Annie Ferme, Chairperson of the Budget Advisory Committee (BAC). Mrs. Ferme reviewed the BAC recommendations to the Board and supports the funding of the following programs with funding of \$750,000 from School Force:

Reading Specialists, 4<sup>th</sup>-5<sup>th</sup> Grade Science Specialists, 4<sup>th</sup>-5<sup>th</sup> Grade Choral and Instrumental Music, Full time Dean at Ralston, Funding of 50% of the salary of the Ralston Counselor, Athletics at Ralston and Crossing Guards

Additional CORE programs and positions recommended for reinstatement or addition of are:

- 1) The concept of altering class size and reinstating personnel with the goal of 25:1 student to teacher ratio in grades K-3.
- 2) The concept of reinstating instructional days with the goal of 4.
- 3) The addition of Technology Equipment and Support. This includes the addition of 1.0 FTE Student Data Technician.
- 4) The reinstatement of para-educators with the goal of 1 per elementary school.
- 5) Noon-duty for all schools; however, in particular, Ralston. Due to Ralston's student growth the concept of adding a campus aide was suggested.

Potential revenue sources to fund these mentioned could be the federal JOBS money, Deferred Maintenance Carryover, and additional local revenue.

Other recommended additions or reinstatements are as follows:

Addition of a 0.5 FTE Night Custodian at RSE and reinstating the District Office Receptionist from 0.6 FTE to 1.0 FTE. The possible source of funding for these positions would come from the General Fund. The Board supported the concept of staff recommendations for the Budget.

The Board thanked Mrs. Ferme for her efforts.

The Board and staff held open discussion with the audience to clarify any questions or concerns they had.

#### MEASURES I AND N FACILITY DISCUSSION

Mrs. Hungerford stated that Blach and Lionakis have completed the review school sites with their engineering teams. An update on their findings will be provided to the Board at a future Board meeting in May.

Mrs. Hungerford stated that in order for projects to stay on task and meet timelines, contracts must be paid prior to Board approval and requested an increase in her threshold of authorization in an effort to keep projects on tasks. The current amount of approval is \$5,000. The Board directed staff to bring this item to a future meeting for discussion/approval.

#### SPEAKERS

1. Traci Psaila
2. Naomi Nishimoto

#### APPROVAL OF BOARD MEETING SCHEDULE FOR 2011-2012

Dr. Orta-Camilleri stated that the Board Meeting Schedule for 2011-2012 was being presented for approval as presented.

Moved by Mr. Matthews, seconded by Mr. Tashjian, the Board approved the Board Meeting Schedule for 2011-2012 as presented.

Roll Call: Ayes: Mr. Robert Tashjian  
Mr. Brian Matthews  
Mrs. Cathy Wright  
Mr. Charles Velschow  
Mr. Andrew Stulbarg

#### BOUNDARY COMMITTEE DISCUSSION

Dr. Orta-Camilleri provided an update on possible grandfathering of students at Central and Cipriani at the next meeting.

Mr. Velschow stated that it has come to his attention that he may have a conflict of interest due to the location of his residence and he is disqualifying himself from boundary discussions until the conflict issue is resolved.

#### SPEAKERS

1. Jessica Khouri
2. Traci Psaila

3. Jennifer Crusick
4. Sophie Decker
5. Robin Zimmermann
6. Lyra Ghosh
7. Therese Dunne

Dr. Orta-Camilleri stated that Nesbit will host a Boundary Community Meeting on April 27<sup>th</sup> and Cipriani will host their meeting on May 4<sup>th</sup>. Both meetings start at 7:00pm. Mr. Matthews and Mr. Tashjian will also attend these meeting.

#### ALTERNATIVES COMMITTEE DISCUSSION

Dr. Orta-Camilleri stated that the Superintendents Alternatives Committee is being formed. Ms. Alesha Breite will chair this committee. The committee will be comprised of parents, staff. Mrs. Wright will also be part of the committee. The first meeting is scheduled for April 27<sup>th</sup>.

Dr. Orta-Camilleri thanked the members of the Boundary Committee for their efforts.

Mr. Velschow stated that the meetings are open to the public and everyone is welcome to come.

#### SPEAKERS

1. Robin Zimmermann
2. Jessica Khouri
3. Nicki Fox

#### RESOLUTION AND DECLARATION TO REINSTATE CERTIFICATED POSITIONS

Ms. Weaver stated that due to the current status of State and Federal Programs, Parcel Tax funding and the donation from School Force, it is staff's recommendation to reinstate 9.0 FTE Certificated Elementary positions.

Moved by Mr. Matthews, seconded by Mr. Tashjian, the Board of Trustees approved Resolution #35 to reinstate positions/employees for the following positions which were previously reduced by Resolution #23: 9.0 FTE Certificated Elementary Teachers

Roll Call: Ayes: Mr. Robert Tashjian  
Mr. Brian Matthews  
Mrs. Cathy Wright  
Mr. Charles Velschow  
Mr. Andrew Stulbarg

#### REPORTS FROM BOARD MEMBERS OR STAFF

Dr. Orta-Camilleri announced that Cipriani and Sandpiper are the recipients of Kent Awards. May 23, 2011 is the awards presentation.

Mr. Stulbarg attended Casino Royale

Mr. Tashjian attended an Open House at Cipriani

Mr. Matthews held a very successful garage sale with proceeds (\$3,000) going to School Force

FUTURE ITEMS

No Items discussed.

ADJOURNMENT

The meeting was adjourned at 10:40 p.m.