

BELMONT-REDWOOD SHORES SCHOOL DISTRICT  
BOARD OF TRUSTEES  
REGULAR MEETING OF  
January 19, 2012  
MINUTES

BOARD  
MEMBERS

ABSENT:

PRESENT: Mr. Daniel Kaul  
Mr. Brian Matthews  
Mr. Andrew Stulbarg  
Mr. Robert Tashjian  
Mr. Charles Velschow

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

CALL TO ORDER

President Matthews called the meeting to order at 6:00 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 6:01 p.m. President Matthews adjourned the Regular Board Meeting. At this time, the Board adjourned to Closed Session.

CALL TO ORDER

President Matthews reconvened the Regular Board Meeting at 7:11 p.m.

FLAG SALUTE

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

ANNOUNCEMENTS

President Matthews announced the meeting was being tape recorded.

SPEAKERS WISHING TO ADDRESS THE BOARD

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

APPROVAL OF THE AGENDA AND CONSENT AGENDA

Moved by Mr. Stulbarg, seconded by Mr. Kaul, the Board approved the Agenda and Consent Agenda.

Roll Call: Ayes: Mr. Andrew Stulbarg  
Mr. Robert Tashjian  
Mr. Daniel Kaul  
Mr. Charles Velschow

Mr. Brian Matthews

Motions Approved Under the Consent Agenda

**a. Approval of Personnel Actions**

The Board of Trustees approved the personnel actions as presented.

**b. Special Education Contracts**

The Board of Trustees approved the Special Ed Contracts as presented.

**c. Williams Uniform Complaints-Quarterly Report**

The Board of Trustees approved the Williams Uniform Complaints quarterly report for the period ending December 31, 2011 (covers 10-1-11 through 12/31/11).

**d. 2010-2011 SARC Reports**

The Board of Trustees issued the annual School Accountability Report Cards for Central, Cipriani, Fox, Nesbit, Redwood Shores, and Sandpiper Elementary Schools, and Ralston Middle School as presented.

**e. Mileage Reimbursement**

The Board of Trustees approved an increase in the standard mileage reimbursement rate for 2012, as authorized by the Internal Revenue Service, to \$0.555.

**f. Contract for Services by Karen Clancy**

The Board of Trustees approved a contract for services by Karen Clancy.

**g. Quarterly Report on Investments**

The Board of Trustees approved and accepted the attached quarterly report on investments of District funds.

**h. Request for RFQ/RFP for Moving Company**

The Board of Trustees authorized staff to seek Requests for Proposals/Qualifications for Moving Company services related to Measure I and Measure N Construction Projects in 2012 and 2013 using Measure I and N funds assigned to each project.

**i. Kent Awards Applications**

The Board of Trustees approved the submission of a Kent Award application from Central Elementary School to the San Mateo County School Boards Association.

**j. District Copier Contracts**

The Board approved contracts for copier equipment and services with Konica Minolta for six school sites and the District Office to be paid from the Capital Facility fund (District Office and Sandpiper) and Measure I (Ralston) and Measure N (Belmont elementary sites) bond funds as identified and budgeted for this purpose.

APPROVAL OF THE MINUTES

Moved by Mr. Tashjian, seconded by Mr. Kaul, the Board approved the Minutes of the Regular Board Meeting held January 5, 2012.

Roll Call: Ayes: Mr. Andrew Stulbarg - Abstained  
Mr. Robert Tashjian  
Mr. Daniel Kaul  
Mr. Charles Velschow  
Mr. Brian Matthews

ACCEPTANCE OF AUDIT AND PERFORMANCE AUDIT REPORTS

Mrs. Hungerford introduced Ms. Lillian Zhu of Patel and Associates. Ms. Zhu stated that no recommendations were noted for the audits performed on the Measure C, Measure I and Measure N General Obligation Bond Funds.

Mrs. Hungerford thanked Ms. Zhu and her team. Mrs. Hungerford also thanked Mrs. Lea Ragsac, Accounting Supervisor and Mrs. Debra Cruz, Account Clerk for their efforts.

Moved by Mr. Stulbarg, seconded by Mr. Kaul, the Board of Trustees approved and accepted the audit report of financial transactions for Belmont-Redwood Shores School District, fiscal year 2010-2011, the audit reports of financial transactions and the performance audits for 2010-2011 for the following General Obligation Bonds: Measure C, Measure I and Measure N, as attached.

Roll Call: Ayes: Mr. Andrew Stulbarg  
Mr. Robert Tashjian  
Mr. Daniel Kaul  
Mr. Charles Velschow  
Mr. Brian Matthews

#### MEASURE G & MEASURE U CITIZEN OVERSIGHT REPORT

Mrs. Hungerford introduced Mr. Larry Pon, Citizen Oversight Committee Chairperson. Mr. Pon stated the District has 12, 084 parcels, with 52 exemptions with revenue totaling \$2,102,616 and a carryover of \$100,000 for the 2011-12 school year.

The Board thanked Mr. Pon for his report.

#### MEASURE I & N FACILITIES UPDATE

Mrs. Hungerford stated the District is making great progress on the Ralston, Fox and Nesbit projects.

#### ENROLLMENT, CAPACITIES & PRELIMINARY STAFFING PLANS

Dr. Roy reviewed the enrollment projections for 2012-2013, including transitional kindergarten, capacity and staffing plans for all school sites which included sibling priority.

The enrollment process begins in February and Dr. Roy will provide the Board with an enrollment update at a future meeting. The District will be able to accommodate our current enrollment caps and our projected enrollment.

#### TRANSITIONAL KINDERGARTEN

Dr. Roy introduced Principal Cherie Ho of Redwood Shores Elementary. Ms. Ho provided an overview of the Transitional Kindergarten (TK) Program. At the request of Dr. Roy, Ms. Ho formed a committee consisting of Robin Pang-Maganaris, Principal of Nesbit, Kindergarten Teachers Rosanna Meyers of Cipriani and Michelle Green of Central, Karen Haas-Foletta, Pre-School Director and Marcia Hatch, potential TK parent of Redwood Shores.

Ms. Ho stated that the curriculum is based on the California Kindergarten Standards as well as California Pre School Standards for 4-5 year olds. Children shall be admitted to kindergarten at the beginning of the school year if the child will have his/her birthday on or before one of the following dates, Nov 1 of 2012-13 school year, Oct 1 of 2013-14 school year, Sep 1 of 2014-15 school year and each year thereafter.

Dr. Roy will meet with members of the committee and Mr. Velschow to develop Board Policy and bring to a future meeting.

The Board and Dr. Orta-Camilleri thanked Dr. Roy, Ms. Ho and the committee for their efforts.

#### STATE OF CALIFORNIA BUDGET REPORT

Mrs. Hungerford attended the Governor's budget meeting at stated that the proposed restructuring of education and categorical programs passes it would roll categorical funds into revenue limit. If this occurs, it will be a permanent loss of our categorical programs, approximately \$1.7million.

#### BOARD RETREAT

President Matthews introduced Mrs. Karen Clancy. Mrs. Clancy will facilitate the Board Retreat on February 3, 2012.

#### REPORTS FROM BOARD MEMBERS OR STAFF

Mr. Stulbarg - All Pro Dad's Breakfast at Sandpiper on January 27<sup>th</sup>.

Mr. Matthews - thanked School Force for their efforts for the students in our community.

Dr. Orta-Camilleri stated that with the assistance of PTA the community has been made aware of the District's new enrollment procedures and thanked Dr. Roy for her efforts.

#### FUTURE ITEMS

Transitional K

Board retreat action items

#### CONVENE TO CLOSED SESSION

President Matthews convened the meeting to Closed Session at 8:55p.m.

#### RECONVENE TO OPEN SESSION

At 9:59p.m., President Matthews reconvened the meeting to Open Session.

#### ANNOUNCEMENTS – REPORT ON CLOSED SESSION

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

#### ADJOURNMENT

The meeting was adjourned at 10:00p.m.