

BELMONT-REDWOOD SHORES SCHOOL DISTRICT
BOARD OF TRUSTEES
REGULAR MEETING OF
October 20, 2011
MINUTES

BOARD
MEMBERS

PRESENT: Mr. Brian Matthews
Mr. Andrew Stulbarg
Mr. Robert Tashjian
Mr. Charles Velschow
Mrs. Cathy Wright

ABSENT:

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 Stulbarg 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 Stulbarg 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 7:43 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.

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.

1. Ann Snelling

APPROVAL OF THE AGENDA AND CONSENT AGENDA

Moved by Mr. Matthews, seconded by Mr. Tashjian, the Board approved the Agenda and Consent Agenda.

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

Mr. Charles Velschow
Mr. Andrew Stulbarg

Motions Approved Under the Consent Agenda

a. Warrants

The Board of Trustees approved warrants batches 46 through 55 for 2011-2012 as presented.

b. Acceptance of Donations

The Board of Trustees accepted the donations as presented.

c. Approval of Personnel Actions

The Board of Trustees approved the personnel actions as presented.

d. Approval of District Goals 2011-2012

The Board of Trustees approved District Goals for 2011-12 as presented.

e. Lionakis Contract Bond Measure I

The Board of Trustees approved the contract with Lionakis for architecture and engineering services for Bond Measure I.

f. Lionakis Contract Bond Measure N

The Board of Trustees approved the contract with Lionakis for architecture and engineering services for Bond Measure N.

g. Warren Land Surveying, Inc.

The Board of Trustees approved the proposal with Warren Land Surveying, Inc., for topographic surveys of Redwood Shores Elementary School, Areas 1 and 2 at a fee not to exceed \$3500 payable out of Fund 35, State Matching Funds.

h. Contract for BKF Engineers Record Boundary Surveys

The Board of Trustees approved a contract with BKF Engineers to provide record boundary surveys for 5 school sites, Ralston Middle School, Central, Cipriani, Fox and Nesbit Elementary, fee not to exceed \$39,800 payable from Measure I and N Bond Funds.

i. Contract for BKF Engineers Ground Topographic Surveys

The Board of Trustees approved a contract with BKF Engineers to provide ground topographic surveys for 5 school sites, Ralston Middle School, Central, Cipriani, Fox and Nesbit Elementary, fee not to exceed \$93,500, payable from Measure I and N Bond Funds.

j. Dr. Lisa van Thillo, Consultant - Contract Approval

The Board of Trustees approved a contract with Lisa van Thillo, Ed.D., Educational Consultant for Human Resources, not to exceed \$30,000 payable from general funds.

APPROVAL OF THE MINUTES

Moved by Mr. Brian Matthews, seconded by Mrs. Wright, the Board approved the Minutes of the Regular Board Meeting held on October 6, 2011.

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

REGISTRATION AND STUDENT ASSIGNMENT COMMITTEE

Dr. Orta-Camilleri stated that the committee has recommended a first reading of the student enrollment and school assignment policy. The policy allows the District the flexibility as enrollment rises and falls over time. The recommendation was reviewed by County Counsel. The Administrative Regulations (AR) Task Force will be meeting to review and establish the AR's.

SPEAKER:

1. Naomi Nishimoto

Dr. Orta-Camilleri thanked the committee and task force members for the efforts.

BOARD POLICY 5116 STUDENT ENROLLMENT AND SCHOOL ASSIGNMENT

Dr. Orta-Camilleri stated that the Registration and Student Assignment Committee has prepared the First Reading of Board Policy 5116 Student Enrollment and School Assignment for Board review.

Moved by Mr. Brian Matthews, seconded by Mrs. Wright, the Board adopted Board Policy 5116 – Student Enrollment and School Assignment – First Reading.

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

BOARD RETREAT DISCUSSION

The Board discussed possible dates and facilitator presented by Dr. Orta-Camilleri. After Board deliberation, February 3, 2012 was selected and Mr. Matthews will contact a CSBA facilitator to discuss the retreat.

STUDY SESSION DATE ON STUDENT ACHIEVEMENT AND SCHOOL GOAL SETTING

Dr. Roy stated that the November 17, 2011 Board meeting is currently reserved to have the study session. The Board agreed that 60 minutes would provide adequate time for an interactive discussion with audience members.

Moved by Mr. Brian Matthews, seconded by Mrs. Wright, the Board selected November 17, 2011 for a study session of approximately 60 minutes on student achievement and the school goal setting process.

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

STUDY SESSION DATE ON PERSONNEL EVALUATION AND SUPPORT

Dr. Roy stated that the Board will receive an overview of the certificated and classified evaluation process and professional development.

SPEAKER:

1. Ann Snelling

The Board agreed that 60 minutes would provide adequate time for an interactive discussion with audience members and staff. Mr. Matthews and Mr. Tashjian will meet with Dr. Roy and Dr. Orta-Camilleri to discuss potential meeting topics for discussion.

Moved by Mr. Brian Matthews, seconded by Mrs. Wright, the Board selected January 5, 2012 for a study session of approximately 60 minutes, on the District's personnel evaluation and support process.

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

MEASURES I AND N UPDATE

Mrs. Hungerford attended 2 "scrub" meetings to ensure projects were aligned in priorities and to identify add alternates. Ralston, Nesbit and Fox are on track.

SPEAKER:

1. Naomi Nishimoto

The Board thanked Mrs. Hungerford for her efforts.

AMERICAN MODULAR SYSTEMS (AMS) SELECTION – MEASURE I

Mrs. Hungerford stated that on behalf of the District, Blach Construction requested proposals from several modular companies to provide modular construction services for the District at Ralston Middle School. Four companies responded to the RFP/RFQ. It was jointly determined that the buildings proposed by AMS were best suited for the District's needs.

Moved by Mr. Brian Matthews, seconded by Mrs. Wright, the Board of Trustees approved the selection of American Modular Systems (AMS) to provide modular buildings for Ralston Middle School, supported with Measure I funding.

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

AMERICAN MODULAR SYSTEMS DESIGN AGREEMENT – MEASURE I

Mrs. Hungerford stated that the District entered into a direct design agreement with AMS to allow them to work with the project architect (Lionakis) to supply them with drawings and specifications to incorporate into that campus' overall drawing package for approval by the state architect. The Total Design Agreement is not to exceed amount of \$42,000, payable from Measure I bond funds.

Moved by Mr. Brian Matthews, seconded by Mrs. Wright, the Board of Trustees approved a direct design agreement with American Modular Systems (AMS) to work with Lionakis Architects in designing and providing architect drawings for Ralston Middle School modular classrooms, in an amount not to exceed \$42,000 payable from Measure I bond funds.

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

AMERICAN MODULAR SYSTEMS (AMS) SELECTION – MEASURE N

Mrs. Hungerford stated that on behalf of the District, Blach Construction requested proposals from several modular companies to provide modular construction services for the District at the Fox and Nesbit Elementary School campuses. Four companies responded to the RFP/RFQ. It was jointly determined that the buildings proposed by AMS were best suited for the District's needs.

Moved by Mr. Brian Matthews, seconded by Mrs. Wright, the Board of Trustees approved the selection of American Modular Systems (AMS) to provide modular buildings for Fox and Nesbit Elementary Schools, supported with Measure N funding.

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

AMERICAN MODULAR SYSTEMS DESIGN AGREEMENT – MEASURE N

Mrs. Hungerford stated that the District entered into a direct design agreement with AMS to allow them to work with the project architect (Lionakis) to supply them with drawings and specifications to incorporate into that campus' overall drawing package for approval by the state architect. The Total Design Agreement is a not to exceed amount of \$22,000 for Fox Elementary and \$22,000 for Nesbit Elementary, payable from Measure I bond funds.

Moved by Mr. Brian Matthews, seconded by Mrs. Wright, the Board of Trustees approved a direct design agreement with American Modular Systems (AMS) to work with Lionakis Architects in designing and providing architect drawings for Fox and Nesbit Elementary School modular classrooms, in an amount not to exceed \$44,000, payable from Measure N bond funds.

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

REPORTS FROM BOARD MEMBERS OR STAFF

Staff Professional Development day was successful
Communication from/with the District – PTA involvement
District website needs review/overhaul
Nesbit will host a Halloween Bash
Fox will hold annual Fox Fiesta in November. Willie Wonka will be the theme.
All Pro Dad Breakfast – October 28th

FUTURE BOARD ITEMS

November 3, 2011 Board Meeting will be held at Ralston Middle School.

CONVENE TO CLOSED SESSION

President Stulbarg convened the meeting to Closed Session at 9:05 p.m.

RECONVENE TO OPEN SESSION

At 10:14 p.m., President Stulbarg reconvened the meeting to Open Session.

ANNOUNCEMENTS – REPORT ON CLOSED SESSION

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

ADJOURNMENT

The meeting was adjourned at 10:15 p.m.