



LAGUNITAS SCHOOL DISTRICT
San Geronimo, California

MINUTES FROM THE SPECIAL MEETING
OF THE BOARD OF TRUSTEES – BOARD RETREAT

Thursday, June 19, 2008

1. CALL TO ORDER: The meeting was called to order at 3:40 p.m. by Stephanie O'Brien, chair.
2. ROLL CALL: Members present were Denise Santa Cruz-Bohman, Richard Sloan, Susi Giacomini, Steve Rebscher and Stephanie O'Brien. Also present were Larry Enos, Superintendent, Goldie Curry, Principal, Amy Prescott, Business Manager and Donna Henderson, Administrative Assistant, who also recorded the minutes.
3. PUBLIC COMMENTS: There were no members of the public present.

BOARD RETREAT: Members of the board met to discuss work plans/job targets for Board-appointed committees; work plans/job targets for District Administration, and Board work plans and goals for the 2008-09 school year. They reviewed the work of the previous retreat held on May 16, 2008 and assigned job targets for each of the 6 goal categories as follows (*additions in italics*):

1. EFFECTIVE GOVERNANCE AND SETTING DIRECTION

- o Develop and maintain a master governance calendar - *Susi*
- o Bi-Annual Board/Administration Retreats – *Larry/Board*

2. HUMAN RESOURCES – *Stephanie O'Brien*

- o Personnel Policies (*Seniority/Public Complaints*) and Procedures:
 - o Clearly communicated expectations of staff
 - o Hiring – *Refine and communicate*
 - o Staff Handbook – *Include staff-parent relationships*
- o Developing and sustaining school effective staff performance and relationships.

3. POLICY – *Richard Sloan*

- o Policy Review – Identification of policies needing revision and new policies needed.

4. INSTRUCTION AND STUDENT LEARNING – *Denise Santa Cruz-Bohman*

- o Support the development and implementation of Professional Learning Communities among all district staff.
 - o Scheduling
 - o Release time

- o Develop a clear system for intervening w/students in need of assistance (academic/social emotional). *e.g. pyramid of intervention*

5. FINANCE – *Larry Enos and Amy Prescott*

- o Program Treasurers Meetings/*LEAP/SSC*
- o District-wide support for an instructional program implementation.
- o Long Range Financial Plan
 - o Identify educational priorities
 - o Process for sound financial analysis of education priorities
 - o Projection for long-term revenue stream (District of Choice/Basic Aid vs Revenue Limit/Parcel Tax)
- o Decision-making process (priorities & timeline)
- o Sustaining decisions to attract and retain best possible staff (staff salary/benefits).

6. COMMUNITY RELATIONS – *Steve Rebscher*

Letter to the community
Website
Communication Plan - *Review*
Board/Staff meeting

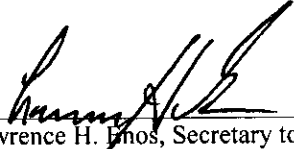
Next steps for the Board and Administration:

- o The Administration will develop “Smart Goals” and report to the Board.
- o Two Board Retreats were scheduled for the 2008-09 School Year – September 26, 2008 and March 27, 2009.
- o The Board will review action steps and the timelines for those steps.

4. RECESS TO CLOSED SESSION: At 5:15 p.m. the Board of Trustees recessed to Closed Session pursuant to Section 54957.6: Conference with Labor Negotiator, Lawrence H. Enos, Certificated, Classified, Management/Confidential, requested by Larry Enos, Superintendent.

At 5:30 p.m. the Board of Trustees reconvened into Open Session. Stephanie O'Brien announced that the Board of Trustees had renewed contracts for the 2008-09 School Year with Goldie Curry, Principal, Amy Prescott Business Manager, and Donna Henderson, Administrative Assistant.

ADJOURN: The meeting was adjourned at 5:35 p.m.



Lawrence H. Enos, Secretary to the Board of Trustees

8-19-08

Date