



LAGUNITAS SCHOOL DISTRICT
San Geronimo, California

MINUTES FROM THE REGULAR MEETING
OF THE BOARD OF TRUSTEES

Thursday, May 19, 2016

1. CALL TO ORDER: The meeting was called to order at 5:00 p.m. by Steve Rebscher, Chair. Members present were Richard Sloan, Steve Rebscher, Christopher Sabec, Denise Bohman and Meegan Ochs-Potter. Also present were John Carroll, Superintendent, Laura Shain, Principal and Ana Mendez, Chief Business Official. Donna Henderson, Administrative Assistant, recorded the minutes.
2. APPROVAL OF CLOSED SESSION AGENDA: Board Members approved the Closed Session Agenda.
3. PUBLIC COMMENTS ON CLOSED SESSION AGENDA: There were no comments.
4. RECESS TO CLOSED SESSION: Board Members, Superintendent John Carroll, Principal Laura Shain and Ana Mendez, Chief Business Official, recessed to Closed Session pursuant to Section 54957.6 Conference with Labor Negotiator, John Carroll, Certificated, Classified, Management/Confidential, requested by John Carroll, Superintendent and pursuant to Ed Code Section 35146: Consideration of Student Matter – Confidential Information involved, requested by John Carroll, Superintendent and pursuant to Section 54957 – Public Employee Discipline/Dismissal/Release, requested by John Carroll, Superintendent.
5. RECONVENE INTO OPEN SESSION (Room 20, Llagunitas School): The Board of Trustees reconvened at 5:37 p.m. The Chair announced that no reportable action was taken in Closed Session. He also announced that Christopher Sabec had become ill at the end of the Closed Session and was excused from the Open Session.

SPECIAL PRESENTATION: Katherine Mihalov, a Reading Specialist who has been working with District staff, this school year, made a presentation (on file) to the Board of Trustees on the “Practices in Literacy Instruction”. The Board thanked her very much for her inspiring presentation.

6. PUBLIC COMMENTS: There were no public comments.
7. APPROVAL OF OPEN SESSION AGENDA: Meegan Ochs-Potter moved to approve the Open Session agenda. Denise Bohman, second. Open Session approved, 4 ayes.
8. INTRODUCTIONS: Introductions were made. There were approximately 10 members in the audience.
9. BOARD MEMBER REPORTS:
 - a. Richard Sloan: Richard reported that he had attended several facilities committee meetings.

- b. Meegan Ochs-Potter reported that Valley Visions was awesome and well-attended. She also announced the Open Classroom Country Fair Day coming the next Saturday. She also attended the affordable housing celebration.
- c. Denise Bohman reported that the Peter Pan Production by the Montessori students was delightful. She also attended the Cultural Center Council Dinner and also the SGVCC Barbeque. She took her mom on a campus tour and her mother was very impressed with everything. She also took her mom to the SGVCC Senior lunch.
- d. Steve Rebscher attended his daughter Molly's college graduation and is getting ready for his second daughter Anna to graduate from Drake.

10. ADMINISTRATIVE REPORTS:

- a. John Carroll, Superintendent, informed the Trustees that he is the Superintendent Representative for the Operational Steering Committee of the Marin County SELPA and he has been attending Friday morning meetings. The SELPA is exploring the option of opening a non-public type school along the 101 corridor to address the needs of special education students who would normally be attending a NPS (private) school. John is also the Superintendent designee on the Board of Directors of the Marin Schools Insurance Authority (MSIA). John is also the Superintendent Representative for the Marin Schools/Law Enforcement Partnership. At the last meeting, they discussed the increased drug and alcohol use by students in the County. He has recently learned that the District may be receiving some one-time monies soon, probably earmarked for the implementation of the Common Core standards.
- b. Laura Shain, Principal, announced that she also very much enjoyed the Montessori Play. Middle School had a guest performance by Aztec Dancers who came and performed last week, organized by one of our Middle School students, Saul Martinez. Laura has created a Lagunitas Facebook Page as a way of further communication of District events for the public. Laura also reported the CAASP testing is just finishing up and was an easier process this year compared to last year because of (her) additional pre-test preparation.
- c. Ana Mendez, CBO, informed that Board that she had a second roundtable meeting with the program treasurers and the LEAP treasurer and that that the meetings have been very productive. She and John will continue to meet with the program treasurers on a regular basis and there will be another meeting in early June. She assured the Board that she is working closely with each of the treasurers to make sure accurate information is exchanged so that final program budgets are correct. Ana gave an update on the lunch program collections. She reported that there was an original negative balance of \$12,743. She informed the Board that approximately 40% of the monies owed have been collected and that, with some adjustments, the negative balance is down to \$5,640. The District's secretaries are sending out overdue notices to parents on a weekly basis. She also reported that adjustments to the program have not been done on a regular basis for a few years and that there is a lot of "cleanup" that needs to be done. She and John will be making sure that the graduating 8th grade students do not leave without paying their lunch balances. Ana also clarified that this uncollected debt is not part of the District's contribution from the General Fund that is made to the Cafeteria Fund on a yearly basis. Auditors will be present in the District on June 2nd and 3rd. She is also working on the adopted budget and will have it ready for review on June 9th and adopted on June 23rd.

11. OTHER REPORTS: The Wellness Committee Report was postponed until the June meeting.

12. CORRESPONDENCE/INFORMATION ITEMS: Board Members reviewed the Enrollment Update for May, 2016 and reviewed a letter from the Superintendent to parents of current 6th grade students and also

incoming Kindergarten students regarding changes in immunization requirements for school entry and transition to 7th grade.

Introductions were made again. There were approximately 10 members of the public in the audience.

A. ITEMS FOR DISCUSSION ONLY:

1. **FUNDING OF CLASSROOM AIDES:** John Carroll, Superintendent, presented the District's proposal to fund the classroom aides which recommended that parent directed (program) funds will not be used to do District-related work and that (2) the District will pay for its portion of instructional assistant hours by funding the most senior instructional assistant salaries.

- B. CONSENT AGENDA Trustee Bohman requested that Item 2, Warrants, be removed from the Consent Agenda for further discussion. **Motion:** Meegan Ochs-Potter moved to approve the Consent Agenda which included (1) Minutes, Special Meeting March 23, 2016 and Regular meeting, April 21, 2016, (3) Board Meeting Calendar 2016/17 SY, (4) Interdistrict Transfer List #6, 2016/17 SY and (5) Agreement of the Participating School District in Marin County regarding Interdistrict Transfer Agreements and (6) Request from Alex Cusick, certificated teacher, for an overnight field trip to Malakoff Diggins State Historic Park from Thursday, June 2, 2016 to Saturday, June 4, 2016 for the 4th/5th class in the Montessori Program. Denise Bohman, second. Motion carried 4 ayes (Sloan, Rebscher, Bohman and Ochs-Potter) and 1 absent (Sabec)

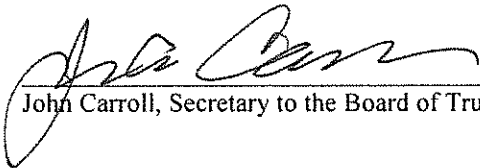
C. ACTION ITEMS

1. **ITEMS REMOVED FROM THE CONSENT AGENDA:** Item 2 – Warrants. Ana Mendez, CBO, answered questions about individual warrants. **Motion:** Denise Bohman moved to approve the Warrants of May 19, 2016. Meegan Ochs-Potter, second. Motion carried, 4 ayes (Bohman, Ochs-Potter, Sloan, Rebscher), 1 absent (Sabec).
2. **STAFFING PLAN FOR THE 2016/17 SY:** John Carroll, Superintendent, presented the staffing plan for the 2016/17 school year. He expects to present this item to the Board on a yearly basis at the March meeting. He called attention to the classified FTE and said he is not recommending the reduction of a RSP aide employed as a 1-1 aide even though the student has left because that employee is doing needed work in reading instruction for the District. **Motion:** Meegan Ochs-Potter moved to approve the staffing plan for the 2016/17 SY. Denise Bohman, second. Motion carried, 4 ayes (Ochs-Potter, Bohman, Sloan, Rebscher) and 1 absent (Sabec).
3. **APPROVE INCREASE TO THE RESERVE FOR ECONOMIC UNCERTAINTY:** **Motion:** Meegan Ochs-Potter moved to approve in increase to the Reserve for Economic Uncertainty from 8% to 9% for the purpose of discussion. Discussion followed and after discussion, it was evident that the board would not be able to take action on the item and there was no second to the motion. This item will come back at the June meeting.
4. **APPROVE PROPOSAL FOR A NEW PHONE SYSTEM:** **Motion:** Meegan Ochs-Potter moved to approve the proposal for a new phone system from Barracuda Networks for \$17, 232.04 and additional amount of \$4,500 for unforeseen/set up/installation. Denise Bohman, second. Motion carried, 4 ayes (Ochs-Potter, Bohman, Sloan, Rebscher), and 1 absent (Sabec).
5. **APPROVE GCCI AS THE CONTRACTOR FOR PHASE 2 MODERNIZATION WORK:** **Motion:** Denise Bohman moved to approve GCCI as the contractor for Phase 2 Modernization work as recommended by the Facilities Committee. Richard Sloan, second. Motion carried, 4 ayes (Bohman, Sloan, Ochs-Potter, Rebscher) and 1 absent (Sabec).
6. **APPROVAL OF VOLUNTEER INSTALLATION OF PLAY STRUCTURE AT THE SAN GERONIMO CAMPUS:** Richard explained that the Facilities Committee will need to meet to work out the details of installing the play structure at the San Geronimo campus, but the Board, at this

meeting, was being asked to approve the volunteer installation of the play structure. Richard assured the Board that anything built will meet all the safety requirements and all the engineering requirements of the state, but it won't be pre-approved by the state. Ana Mendez, CBO, pointed out that the District will be the only liable party in case anything should happen in the future. Motion: Richard Sloan moved to approve the volunteer installation of the play structure for Phase 2 Work at the San Geronimo Campus. The play structure will be purchased by the District with Bond Funds and turned over to the volunteer group for installation. The installation will be monitored by Steve Gray, the District's state licensed Inspector of Record. A selected general contractor may aid the process and this contractor would be paid on a time and materials basis not to exceed \$45,000.00. This contractor will be responsible for their own worker's insurance and will have to pay prevailing wages. Volunteers will not be paid. The District will assume the insurance risk of the volunteer worker. Denise Bohman, second. Motion carried, 4 ayes (Sloan, Bohman, Ochs-Potter, Rebscher), and 1 absent (Sabec).

D. HUMAN RESOURCES/ACTION AGENDA: No items.

The Meeting was adjourned at 9:00 p.m.


John Carroll, Secretary to the Board of Trustees

5/9/17
Date _____