



LAGUNITAS SCHOOL DISTRICT
SAN GERONIMO, CALIFORNIA
SPECIAL MEETING OF THE GOVERNING BOARD

Room 20, Lagunitas School
(Room 20 is next to the Lagunitas School Library)
THURSDAY, July 2, 2015

Meegan Ochs-Potter, President
Denise Bohman, Clerk
Steve Rebscher
Christopher Sabec
Richard Sloan

John Carroll, Superintendent
Laura Shain, Principal

- 8:30 a.m. 1. CALL MEETING TO ORDER – Meegan Ochs-Potter, Chair
2. APPROVAL OF CLOSED SESSION AGENDA: Board Members will approve the Closed Session Agenda.
3. PUBLIC COMMENTS ON CLOSED SESSION AGENDA: *Members of the public may address the Board regarding items on the Agenda as such items are taken up or, for closed session items, prior to board adjournment to Closed Session.*
4. RECESS TO CLOSED SESSION: Board Members will recess to Closed Session pursuant to Section 54957 -- Public Employee Appointment – Chief Business Official, requested by John Carroll, Superintendent.
- 8:50 a.m. 5. RECONVENE INTO OPEN SESSION: The Chair will announce any reportable action taken in Closed Session.
- 8:50 p.m.
(2 min.) 6. PUBLIC COMMENTS: *Members of the public may address the Board on any item within the subject matter jurisdiction of the Board.*
7. APPROVAL OF OPEN SESSION AGENDA: Board Members will review and approve the Open Session Agenda.
8. INTRODUCTIONS
- 8:52 a.m. ACTION ITEMS
1. APPROVE MEMORANDUM OF UNDERSTANDING – SUPERINTENDENT SERVICES: Board Members will approve a memorandum of understanding between the Bolinas-Stinson Union School District and the Lagunitas School District for the services of Superintendent John Carroll for the 2015/16 school year.
2. APPROVE REVISED 2014/15 and 2015/16 CERTIFICATED SALARY SCHEDULES: Board Members will approve the revised 2014/15 and 2015/16 Certificated Salary Schedules.
3. APPROVE REVISED 2014/15 CLASSIFIED SALARY SCHEDULE: Board Members will approve the revised 2014/15 Classified Salary Schedule
4. ACCEPT RECOMMENDATION FROM THE SCREENING/INTERVIEW COMMITTEE FOR THE POSITION OF CHIEF BUSINESS OFFICIAL (CBO): Board Members will approve the recommendation from the Screening/Interview Committee to employ Ana Mendez as the Chief Business Official, effective July 1, 2015.
5. RESOLUTION # 2016-03 AUTHORIZATION TO SIGN ON BEHALF OF THE GOVERNING BOARD, giving Ana Mendez, CBO, authorization to sign on behalf of the Governing Board from July 1, 2015 to June 30, 2016.
6. APPROVE LETTER OF RESIGNATION FROM YVETTE CONNOR, CERTIFICATED TEACHER: Board Members will approve a letter of resignation from Yvette Connor, Certificated Teacher.
7. APPROVE LETTER OF RESIGNATION FROM SUSANNAH HERNANDEZ, CLASSIFIED CLASSROOM ASSISTANT: Board Members will approve a letter of resignation from Susannah Hernandez, Classroom Assistant.
8. APPROVE RECOMMENDATION FROM THE SCREENING/INTERVIEW COMMITTEE FOR THE POSITION OF GARDEN COORDINATOR: Board Members will approve the recommendation from the Screening/Interview Committee to employ Mariene Lindner for the position of Garden Coordinator.
9. APPROVE 2015/16 CONTRACT FOR PRINCIPAL: Board Members will approve a contract with Laura Shain for Principal Services for the 2015/16 school year.
10. APPROVE 2015/16 CONTRACT FOR ADMIN. ASSISTANT: Board Members will approve a contract with Donna Henderson for Administrative Asst. Services for the 2015/16 school year.
- 9:02 a.m. ADJOURN

Accessibility assistance will be provided in accordance with the Americans with Disabilities Act of 1990. Interested persons should contact the Superintendent's Office at 415-488-4118 x 201. Notification at least 48 hours prior to the meeting will better enable the District to respond to requests for accommodations.
Next Board Meeting – Thursday, August 20, 2015

LAGUNITAS DISTRICT WEB SITE: <http://www.lagunitas.org>

**MEMORANDUM OF UNDERSTANDING
BETWEEN
BOLINAS-STINSON UNION SCHOOL DISTRICT
AND
LAGUNITAS SCHOOL DISTRICT**

This Memorandum of Understanding (hereinafter "MOU"), is entered into the 1st day of July, 2015 by and between Bolinas-Stinson Union School District (hereinafter "Bolinas-Stinson") and Lagunitas School District (hereinafter "Lagunitas").

WHEREAS, Bolinas-Stinson and Lagunitas have determined that it would be in their mutual best interest to share a qualified School District Superintendent; and

WHEREAS, Bolinas-Stinson has a qualified School District Superintendent available to provide such services for Lagunitas; and

WHEREAS, Lagunitas has a need for such services and desires to contract with Bolinas-Stinson for the provision of these services;

NOW, THEREFORE, THE PARTIES AGREE AS FOLLOWS:

1. **SERVICES.** During the term of this agreement, Bolinas-Stinson shall provide to Lagunitas the services of Superintendent John Carroll, to serve as Superintendent of Lagunitas for 112.5 days. Payment for said services will be based upon the per diem rate of the superintendent's annual salary, health and welfare benefits and salary driven benefits (STRS, SDI, WC, etc) as outlined on Attachment A of this memorandum of understanding. Any salary adjustments that impact this amount will be included in the total cost for superintendent services. By advanced mutual agreement of the Bolinas-Stinson Union School District, the Lagunitas School District and Superintendent John Carroll, additional days of service may be purchased at the per diem rate reflected in Attachment A.
2. **EMPLOYMENT.** The Superintendent shall, for all purposes, remain an employee of Bolinas-Stinson and shall not be considered an employee of Lagunitas for any purpose.
3. **TERM.** The term of this Agreement shall commence on July 1, 2015 and shall continue until June 30, 2016.
4. **PAYMENT.** Lagunitas shall reimburse Bolinas-Stinson for the actual costs of services provided, including, but not limited to, salary and benefits. Bolinas-Stinson shall bill Lagunitas on a quarterly basis. Furthermore, Lagunitas shall reimburse the Superintendent for actual and necessary expenses incurred by the Superintendent within the scope of his employment, so long as such expenses are permitted by policy or incurred with prior approval of the Board of the Lagunitas School District. In

cases where an expense incurred benefits both districts (for example, conferences, legal training, etc.) each district shall pay 50% of the costs providing the expense was pre-approved. These expenses shall be reported to Lagunitas on a quarterly basis.

5. **SCHEDULE**. The parties agree to a regular schedule for John Carroll to be present in Lagunitas. A tentative calendar will be reflected in Attachment "B". Every effort will be made by Lagunitas to ensure that John Carroll is able to keep that schedule, allowing for emergencies and/or other critical circumstances that may arise from time to time. The parties agree to maintain flexibility to avoid potential conflicts in scheduling special School Board meetings.
6. **GOVERNING LAW**. This Agreement is made and entered into in the County of Marin, State of California.
7. **HOLD HARMLESS**. Bolinas-Stinson shall indemnify, hold harmless, and defend the Lagunitas School District, its officers, agents, and employees from and against all claims, damages, losses, and expenses, including reasonable costs and attorneys' fees, arising out of or resulting from the Bolinas-Stinson School District's sole negligence in the performance of this agreement. Lagunitas shall indemnify, hold harmless, and defend Bolinas-Stinson, its officers, agents, and employees from and against all claims, damages, losses, and expenses, including reasonable costs and attorneys' fees, arising out of or resulting from the Lagunitas School District's sole negligence in the performance of this agreement.
8. **SUBSEQUENT CHANGES**. Any subsequent change in any of the terms of this MOU shall be in writing and mutually agreed to between the parties.
9. **REPRESENTATION BY COUNSEL**. Each party to this agreement understands and is aware that Fagen, Friedman & Fulfroost provides legal advice and services to each of the parties on this and other matters. Each party has no objection to this representation of the other party in the formation and implementation of this Agreement by the same legal counsel.

IN WITNESS WHEREOF, the foregoing agreement is hereby executed as of the date first above written.

BOLINAS-STINSON UNION SCHOOL DISTRICT:

By: _____ (Date)
Nathan Siedman, President
Board of Trustees

LAGUNITAS SCHOOL DISTRICT:

By: _____ (Date)
Meegan Ochs-Potter, President
Board of Trustees

Attachment "A"

**ESTIMATED FINANCIAL CALCULATION FOR SUPERINTENDENT JOHN
CARROLL JULY 1, 2015 THROUGH JUNE 30, 2016**

\$ 175,000.	Total salary compensation
16,250.	Health and Welfare Benefits (Kaiser, Vision, Delta Dental)
26,045.	Salary driven benefits (14.883%)
\$ 217,295.	Total
965.76	Per diem @ 225 Days
x 112.5 days	Lagunitas contract
\$ 108,648.	Total estimated salary and benefit costs to Lagunitas

Attachment "B" (see below)

SUPERINTENDENT CALENDAR

2015-2016

DRAFT 3

Month	M	T	W	TH	F	bsusd	lag		Events
July			1	2	3				
	6	7	8	9	10	2	2	4	
	13	14	15	16	17	3	2	5	
	20	21	22	23	24	0	0	0	
	27	28	29	30	31	3	2	5	
August	3	4	5	6	7	2	3	5	
	10	11	12	13	14	3	2	5	
	17	18	19	20	21	2	3	5	8/18 Board meeting-BSUSD
	24	25	26	27	28	3	2	5	8/24&25 Teacher work day-BSUSD
September	31	1	2	3	4	2	3	5	8/26 1st Day of school-BSUSD
	7	8	9	10	11	2	2	4	8/31 Staff Development (1)-BSUSD
	14	15	16	17	18	2	3	5	9/7 Labor day
	21	22	23	24	25	3	2	5	9/8 Board meeting-BSUSD
October	28	29	30	1	2	2	3	5	
	5	6	7	8	9	3	2	5	
	12	13	14	15	16	2	3	5	10/13 Board meeting-BSUSD
	19	20	21	22	23	3	2	5	10/19 STAFF DEVELOPMENT #2-BSUSD
	26	27	28	29	30	2	3	5	
November	2	3	4	5	6	3	2	5	11/10 Board meeting-BSUSD
	9	10	11	12	13	2	2	4	11/11 Veterans day-No school
	16	17	18	19	20	2	3	5	
	23	24	25	26	27	2	0	2	11/25-27 & 30 Thanksgiving break
December	30	1	2	3	4	2	2	4	
	7	8	9	10	11	2	3	5	12/8 Board meeting-BSUSD
	14	15	16	17	18	2	3	5	
	21	22	23	24	25	0	0	0	
January	28	29	30	31		0	0	0	12/21-1/1 Winter Break
	4	5	6	7	8	2	3	5	1/4 Staff development (3)-BSUSD
	11	12	13	14	15	3	2	5	1/12 Board meeting-BSUSD
	18	19	20	21	22	1	3	4	
	25	26	27	28	29	3	2	5	
February	1	2	3	4	5	3	2	5	
	8	9	10	11	12	2	3	5	2/9 Board meeting-BSUSD
	15	16	17	18	19	0	0	0	2/15-19 Mid Winter break
	22	23	24	25	26	3	2	5	
March	29	1	2	3	4	2	3	5	
	7	8	9	10	11	3	2	5	3/8 Board meeting-BSUSD
	14	15	16	17	18	2	3	5	
	21	22	23	24	25	3	2	5	
April	28	29	30	31	1	3	2	5	
	4	5	6	7	8	2	3	5	4/5 Board meeting-BSUSD
	11	12	13	14	15	0	0	0	4/11-15 Spring Break
	18	19	20	21	22	2	3	5	
	25	26	27	28	29	3	2	5	
May	2	3	4	5	6	2	3	5	
	9	10	11	12	13	3	2	5	5/10 Board meeting-BSUSD
	16	17	18	19	20	2	3	5	
	23	24	25	26	27	3	2	5	
June	30	31	1	2	3	1	3	4	5/30 Memorial Day
	6	7	8	9	10	3	2	5	6/7 Board meeting-BSUSD
	13	14	15	16	17	3	2	5	6/15 Last day of school-BSUSD
	20	21	22	23	24	2	3	5	6/15 Teacher work day-BSUSD
July	27	28	29	30	1	2.5	1.5	4	6/21 Board meeting-BSUSD
TOTALS:						112.5	112.5	225	6/29 is a shared day
Assumptions: Lagunitas Board meetings are held on the 3rd Thursday of each month (denoted with bold block.)									

**Lagunitas School District
Certificated Salary Schedule
2014/2015 (Revised 6/25/2015)**

Action Item 2

	A BA + 30	B BA + 45	C BA + 60	D BA + 75			
1	47,454	49,352	51,326	53,379	1	1 - 10	1.036
2	49,162	51,129	53,174	55,301	2	12-23	1.0195
3	50,932	52,969	55,088	57,292	3		1.04
4	52,766	54,876	57,071	59,354	4		
5	54,665	56,852	59,126	61,491	5		
6	56,633	58,899	61,254	63,705	6		
7	58,672	61,019	63,460	65,998	7		
8	60,784	63,216	65,744	68,374	8		
9	62,972	65,491	68,111	70,835	9		
10	65,239	67,849	70,563	73,385	10		
11		69,172	71,939	74,816	11		
12		70,521	73,342	76,275	12		
13		71,896	74,772	77,763	13		
14		73,298	76,230	79,279	14		
15		74,727	77,716	80,825	15		
16			79,232	82,401	16		
17			80,777	84,008	17		
18			82,352	85,646	18		
19			83,958	87,316	19		
20			85,595	89,019	20		
21				90,755	21		
22				92,525	22		

*Masters Stipend: \$500

*2005/2006: The 2005/2006 salary schedule includes increases as proposed by LTA. Board approved April 18, 2006.

*2006/2007: Board Approved August 16, 2007, retroactive to July 1, 2006.

Salary Schedule Restructured per Negotiations

Step Movement: 1-11 2.50%, 12-24 2.00%

Column Movement: 4.00%

Add 5% to Step 1 Column B (Now Column A) of 05/06 Schedule

*2007/2008 Board Approved September 25, 2008, retroactive to July 1, 2007.

Salary Schedule Restructured per Negotiations

Step Movement: 1-10 3.2%, 11-23 1.90%

Add 5.25% to Step 1 Column A

Eliminate Step 24

*2008/2009 Board Approved June 16, 2009, no changes in salary schedule from 2007/2008.

*2009/2010 Board Approved August 24, 2010, no changes in salary schedule from 2007/2008.

*2010/2011 Board Approved June 27, 2011, no changes in salary schedule from 2007/2008.

*2011/2012 Board Approved June 12, 2012: Two year settlement

In 11/12: Salary Schedule Restructured per Negotiations, overall increase 2.35% retroactive

Step Movement: 1-10 3.6%, 11-23 1.95%, Eliminate Step 23

In 12/13: 1% Increase Effective July 1, 2012.

*2013/2014 Effective August 22, 2013, No changes, District and association have not settled salary

Board Approved Dec 12th 4% effective July 1, 2013

*2014/2015 Board Approved June 25, 2015: Two year settlement

In 14/15: 2% Increase retroactive to July 1, 2014

In 15/16: 2% Increase effective July 1, 2015

Placement on salary schedule may not reflect actual years of service in the Lagunitas School District.
Actual years of service are reported annually on the payroll contract.

**Lagunitas School District
Certificated Salary Schedule
2015/2016**

	A BA + 30	B BA + 45	C BA + 60	D BA + 75			
1	48,403	50,339	52,353	54,447	1	1 - 10	1.036
2	50,146	52,151	54,237	56,407	2	12-23	1.0195
3	51,951	54,029	56,190	58,438	3		1.04
4	53,821	55,974	58,213	60,541	4		
5	55,759	57,989	60,308	62,721	5		
6	57,766	60,076	62,480	64,979	6		
7	59,845	62,239	64,729	67,318	7		
8	62,000	64,480	67,059	69,741	8		
9	64,232	66,801	69,473	72,252	9		
10	66,544	69,206	71,974	74,853	10		
11		70,555	73,378	76,313	11		
12		71,931	74,809	77,801	12		
13		73,334	76,267	79,318	13		
14		74,764	77,755	80,865	14		
15		76,222	79,271	82,442	15		
16			80,817	84,049	16		
17			82,392	85,688	17		
18			83,999	87,359	18		
19			85,637	89,063	19		
20			87,307	90,799	20		
21				92,570	21		
22				94,375	22		

*Masters Stipend: \$500

*2005/2006: The 2005/2006 salary schedule includes increases as proposed by LTA. Board approved April 18, 2006.

*2006/2007: Board Approved August 16, 2007, retroactive to July 1, 2006.

Salary Schedule Restructured per Negotiations

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Add 5% to Step 1 Column B (Now Column A) of 05/06 Schedule

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Step Movement: 1-10 3.2%, 11-23 1.90%

Add 5.25% to Step 1 Column A

Eliminate Step 24

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*2011/2012 Board Approved June 12, 2012: Two year settlement

In 11/12: Salary Schedule Restructured per Negotiations, overall increase 2.35% retroactive to

Step Movement: 1-10 3.6%, 11-23 1.95%, Eliminate Step 23

In 12/13: 1% Increase Effective July 1, 2012.

*2013/2014 Effective August 22, 2013, No changes, District and association have not settled salary

Board Approved Dec 12th 4% effective July 1, 2013

*2014/2015 Board Approved June 25, 2015: Two year settlement

In 14/15: 2% Increase retroactive to July 1, 2014

In 15/16: 2% Increase effective July 1, 2015

Placement on salary schedule may not reflect actual years of service in the Lagunitas School District.

Actual years of service are reported annually on the payroll contract.

**LAGUNITAS SCHOOL DISTRICT
CSEA CLASSIFIED SALARY SCHEDULE
2014/2015 (Revised 6/25/2015)**

Action item 3

Steps	Column A Student Supervision Instructional Assistant Assistant Cook Program IA	Column B Nutrition Services Site Supervisor	Column C Library Aide AV Clerk Cook Intervention Aide	Column D RSP Assistant	Column E Custodian	Column E2 Food Service Coordinator	Column F Science Resource Tech	Column G Bus Driver	Column H Account Clerk	Column I School Secretary Maintenance Worker	Column J Paraprofessional Specialized Tech Aide	Steps
1	\$14.47	\$15.89	\$16.53	\$16.76	\$16.81	\$17.12	\$17.69	\$18.11	\$18.33	\$18.48	\$18.56	1
2	\$14.98	\$16.44	\$17.11	\$17.34	\$17.40	\$17.72	\$18.31	\$18.74	\$18.97	\$19.13	\$19.21	2
3	\$15.50	\$17.02	\$17.71	\$17.95	\$18.01	\$18.34	\$18.95	\$19.40	\$19.63	\$19.80	\$19.89	3
4	\$16.05	\$17.62	\$18.33	\$18.58	\$18.64	\$18.98	\$19.62	\$20.08	\$20.32	\$20.49	\$20.58	4
5	\$16.61	\$18.23	\$18.97	\$19.23	\$19.29	\$19.65	\$20.30	\$20.78	\$21.03	\$21.21	\$21.30	5
6	\$17.19	\$18.87	\$19.64	\$19.90	\$19.97	\$20.33	\$21.01	\$21.51	\$21.77	\$21.95	\$22.05	6
7	\$17.79	\$19.53	\$20.32	\$20.60	\$20.67	\$21.05	\$21.75	\$22.26	\$22.53	\$22.72	\$22.82	7
8	\$18.41	\$20.21	\$21.03	\$21.32	\$21.39	\$21.78	\$22.51	\$23.04	\$23.32	\$23.51	\$23.62	8
9	\$19.06	\$20.92	\$21.77	\$22.07	\$22.14	\$22.55	\$23.30	\$23.85	\$24.13	\$24.34	\$24.44	9
10	\$19.73	\$21.65	\$22.53	\$22.84	\$22.91	\$23.33	\$24.11	\$24.68	\$24.98	\$25.19	\$25.30	10
11	\$20.42	\$22.41	\$23.32	\$23.64	\$23.71	\$24.15	\$24.96	\$25.54	\$25.85	\$26.07	\$26.19	11
12	\$21.13	\$23.20	\$24.14	\$24.47	\$24.54	\$25.00	\$25.83	\$26.44	\$26.76	\$26.98	\$27.10	12
13	\$21.87	\$24.01	\$24.98	\$25.32	\$25.40	\$25.87	\$26.74	\$27.36	\$27.69	\$27.93	\$28.05	13
14	\$22.63	\$24.85	\$25.86	\$26.21	\$26.29	\$26.78	\$27.67	\$28.32	\$28.66	\$28.90	\$29.03	14
15	\$23.43	\$25.72	\$26.76	\$27.13	\$27.21	\$27.71	\$28.64	\$29.31	\$29.67	\$29.92	\$30.05	15
16	\$24.25	\$26.62	\$27.70	\$28.08	\$28.17	\$28.68	\$29.64	\$30.34	\$30.70	\$30.96	\$31.10	16
17	\$25.10	\$27.55	\$28.67	\$29.06	\$29.15	\$29.69	\$30.68	\$31.40	\$31.78	\$32.05	\$32.19	17
18	\$25.97	\$28.51	\$29.67	\$30.08	\$30.17	\$30.73	\$31.75	\$32.50	\$32.89	\$33.17	\$33.32	18
19	\$26.88	\$29.51	\$30.71	\$31.13	\$31.23	\$31.80	\$32.87	\$33.64	\$34.04	\$34.33	\$34.48	19
20	\$27.82	\$30.54	\$31.78	\$32.22	\$32.32	\$32.92	\$34.02	\$34.81	\$35.23	\$35.53	\$35.69	20

2005/2006:

- *Board Approved 5% Increase
- *Reclassification of Following Positions:

	2004/2005 Level	2005/2006 Level
Nutritional Services Site Supervisor (Retiled from Cafeteria Aide)	3	5
Bus Driver	8	10
Account Clerk	9	10
Secretary	9	10

2006/2007:

- *Board Approved on 3/20/08 Restructure and Reorganization of Salary Schedule.
- *Step Increments Between all Steps: 3.5%
- *Classroom Aide Retiled to Instructional Assistant
- *RSP Aide Retiled to RSP Assistant

2007/2008

- *8% Increase - Board Approved on 6/5/08.

- *Restructure of Column C - Science Resource Tech

2008/2009

- *Board Approved No COLA Increase Over 2007/2008

2009/2010

- *Board Approved No COLA Increase Over 2008/2009

2010/2011

- *Intervention Aide Classification Added to CSEA on Column D

2011/2012

- *Board Approved May 29, 2012: 2.35% COLA Increase Over 2010/2011

2012/2013

- *Board Approved May 29, 2012: 1.0% COLA Increase Over 2011/2012
- Added Specialized Instructional Assistant (Waldorf) effective 7/1/12
- *6/20/13 Changed job title specialized IA to Program IA added Paraprofessional Specialized to Column J

2013/2014

- *No salary agreement with CSEA as of 8/1/2013

12/1/2013 *Food Services Coordinator Added E2

12/12/2013 *Board approved Dec 12, 2013 4% increase retro to July 1

2014/2015

- *2% Increase retroactive to July 1, 2014 - Board Approved on 6/25/15.

RESOLUTION 2016-03
of the Governing Board of the

Action Item 5

Lagunitas School/College District
County of Marin, State of California

AUTHORIZATION TO SIGN ON BEHALF OF THE GOVERNING BOARD

San Geronimo, California

July 2, 2016

City

Date

Pursuant to the provisions of Education Code Section 42630 to 42633 (School Districts) and 85230 to 85233 (Community College Districts) and other legal provisions, the members of the governing board of the above-named school/college district hereby authorize the officer or employee whose name and signature appear below to sign orders and other documents on behalf of the governing board of said school/college district during the period July 1, 2015 to June 30, 2016 (not to exceed one fiscal year), subject to further board action limiting or extending this authority and notification to the County Superintendent and the County Auditor of such action.

Ana Mendez

IS AUTHORIZED TO SIGN THE FOLLOWING ON BEHALF OF THE BOARD:

Name (Typed)

Chief Business Official

Title

Signature

Please Indicate
"Yes" or "No"

Payroll & Retirement

Overpayment / Adjustment	YES	_____
Retirement Election Forms	YES	_____
Sick Leave Transfers	YES	_____
Sick Leave Service Credit Calculations	YES	_____

Cash Receipt / Disbursement Authorization

Endorsement Checks.....	YES	_____
Journal Vouchers Requests.....	YES	_____
Loan Request –Tax Anticipation Note (TAN)	YES	_____
Payroll Order Certification	YES	_____
Vendor Payment Certification	YES	_____
Deposit Transmittal.....	YES	_____

Attendance Reporting

Attendance Certifications	YES	_____
---------------------------------	-----	-------

State and Federal Reporting

Audit Findings-Certification of Corrective Action	YES	_____
Certification of Federal Funds	YES	_____
Independent Auditor Selection Form	YES	_____
Salary and Benefit Schedule (J90).....	YES	_____

Other (Please Specify.....) _____

Signed by a majority of trustees (Original signatures required on all copies):

June 29, 2015

Action Item 6

I have been informed by the Lagunitas School District Superintendent, John Carroll, that the Resource Specialist and Intervention teacher positions that I have held for nine years will be terminated for the next school year, 2015/2016.

Therefore, I am submitting this letter to the Lagunitas School District as a notification of my resignation from employment.

Thank you for the opportunity to have worked with the wonderful staff, children, and families of this district.

Sincerely,

A handwritten signature in black ink that reads "Yvette Connor". The signature is written in a cursive style with a large, sweeping "Y" and "C".

Yvette Connor

6.26.15

Action Item 7

I, Susannah P. Hernandez hereby resign
from my position as classified Aide
in the Lagunitas School District.

I intend to pursue personal business.

Thank you,



LAGUNITAS SCHOOL DISTRICT
EMPLOYMENT AGREEMENT

This agreement is entered into as of the 25th day of June, 2015 by and between the Board of Trustees of the Lagunitas School District, hereinafter referred to as "Board" and Laura Shain, hereinafter referred to as "School Principal." The above-named parties hereby mutually agree as follows:

1. **TERM**
The District hereby employs the School Principal for a period beginning July 1, 2015 and terminating June 30, 2016.
2. **SALARY**
The School Principal's annual salary from July 1, 2015 to June 30, 2016 will be at an annual rate of \$130,490. Upon receipt of an annual satisfactory evaluation and renewal of this agreement, the School Principal's salary shall be increased in accordance with the attached salary schedule.
3. **DUTIES**
The School Principal shall perform duties as prescribed by the laws of the State of California. The School Principal shall have such powers and duties, which are delegated to her by the Superintendent. The School Principal shall execute all powers and duties in accordance with the policies adopted by the Board and the rules and regulations of the State Board of Education.
4. **SCHOOL PRINCIPAL PERFORMANCE OBJECTIVES**
As soon as practicable after the execution of this agreement, the Superintendent and School Principal shall meet to establish the School Principal's performance objectives. Said performance objectives shall be reduced to writing and shall be based on the duties and responsibilities set forth in this agreement. On or prior to October 1 of each succeeding year, the parties will meet to establish performance objectives for the succeeding year. A professional development plan will be developed by the School Principal and the Superintendent and approved by the Board.
5. **EVALUATION**
The Superintendent shall evaluate the performance of the School Principal at least once per year. This evaluation normally will take place prior to May 1. A copy of the written evaluation will be given to the School Principal, and a copy will be placed in the School Principal's personnel file.
The School Principal's evaluation process may include:
 - Alignment with District/Site goals.
 - Input from certificated/classified staff and parents.
 - Self-evaluation (may include portfolio data).
 - Superintendent input (includes information from visits, observation, etc.)
6. **FRINGE BENEFITS**
The School Principal shall receive fringe benefits equal to those of other certificated employees of the District. The District shall contribute to the Principal's health, dental

and vision insurance costs an amount equivalent to the premiums currently being charged by current providers as per the current certificated collective bargaining agreement.

All statutes applicable to sick leave and disability leave shall apply. Sick leave shall be accrued at the rate of twelve (12) days per year.

7. TOTAL COMPENSATION

The total compensation for the Principal in any given year will be the total of:

- a) the base salary
- b) health and welfare benefits.

8. EXPENSE ALLOWANCE

The School Principal shall be reimbursed for all pre-approved actual and necessary expenses incurred within the scope of employment, and in accordance with applicable District policy. ACSA dues will be paid by the District. Mileage reimbursement will be paid by the District for required travel at the District rate.

9. SERVICE

The School Principal shall be required to render Two Hundred Fifteen (215) of full and regular service to the District during the period of this contract. The Superintendent will approve specific workdays for the School Principal's 215-day work year. The School Principal will complete a work year calendar for Superintendent approval prior to July 1 of the contract year. Additional days, beyond the 215 days, can be contracted by mutual agreement of the Board and the School Principal at the School Principal's per diem rate.

10. APPLICABLE LAW

This agreement is subject to all applicable laws of the State of California, rules and regulations of the State Board of Education, and rules and regulations and policies of the Board, all of which are made a part of the terms and conditions of this contract as though set forth herein. The parties also agree that, in the event of litigation, venue shall be the proper state or federal court located in Marin County.

This agreement contains the entire agreement and understanding between the parties. There are no oral understandings, terms or conditions, and neither party has relied upon any representation, express or implied, not contained in this agreement. The School Principal may not assign or transfer any rights granted or obligations assumed under this agreement.

The School Principal shall be considered a school site administrator for the purpose of Education Code Section 44956.5.

This agreement cannot be changed or supplemented orally. It may be modified or superseded only by a written instrument executed by both of the parties.

The School Principal hereby represents that she is, on the date of this agreement, a holder of a valid California School Administrator's Credential, a valid California Teacher's Credential, and a valid California Driver's License.

All agreements and covenants contained herein are severable in that in the event any of

them shall be held invalid by any competent Court, this contract shall be interpreted as if such invalid agreements or covenants were not contained herein.

Laura Shain
School Principal

Meegan Ochs-Potter
President-Board of Trustees

Date: _____

Date: _____

School Principal
Salary Schedule

2.3% Increase Each Year – 210 Days

2011-2012	\$101,418 (205 Days) July 1, 2011 Contract
2011-2012	\$103,891(210 Days) Revised May 15, 2012 Added Five Days to Contract
2011-2012	\$106,332 Revised June 12, 2012 2.35% Increase Retro to 7/1/11
2012-2013	\$109,812 July 1, 2012 Contract 2.3% Step Increase 1.0% COLA Increase
2013-2014	\$116,830 2.3% Step Increase, includes 4% increase.
2014-2015	\$122,364 2.3% Step Increase plus increase from 210 to 215 day contract. 2% Increase retro to July 1, 2014
2015-2016	\$130,490 reflects 2% Increase per certificated settlement 2.5% Step Increase (% aligns with Business Manager and Confidential salary schedules)

LAGUNITAS SCHOOL DISTRICT
AGREEMENT OF EMPLOYMENT CONDITIONS FOR
DISTRICT ADMINISTRATIVE ASSISTANT
2015/2016

Name: Donna Henderson

Date: June 25, 2015

Position: District Administrative Assistant

Supervision: Superintendent

Conditions:

1. The position of District Administrative Assistant is 11 months and is confidential in status. Total number of work days is 240, including 11 holidays and 2 floating holidays.
2. Salary will be \$75,909 for the 2015-2016 school year divided into 11 monthly payments. An additional education stipend of \$300 will be paid in May of each year.
3. The effective date of this agreement shall be July 1, 2015 and continues from year to year.
4. Vacation is 232 hours per year. Sick leave is 104 hours per year. Sick leave shall be carried forward into each consecutive year of employment.
5. The District will compensate the District Administrative Assistant \$2,475.00 in lieu of Health and Welfare benefits. Health and Welfare benefits will be provided, if needed, by the District in accordance with the provisions of the *Classified Employee Contract*.
6. Mileage shall be reimbursed for all meetings attended at District per mile rate.
7. Duties and responsibilities will be outlined in the job description and as directed by the Superintendent.

ACCEPTANCE OF EMPLOYMENT:

Meegan Ochs-Potter, President
Board of Trustees

Donna E. Henderson
District Administrative Assistant

Date

Date

Lagunitas School District
Administrative Assistant
5-Year Salary Schedule

2.5% Increase Each Year – 240 Days
2.35% Increase Retro to July 1, 2012
1.0% COLA Increase Effective July 1, 2012

~~2011/2012 — \$61,957 — 240 Days~~
~~2011/2012 — \$63,247 — 245 Days~~
~~2011/2012 — \$64,733 — 2.35% Increase~~
~~2012/2013 — \$66,449 — 1.0% Increase plus Step Increase of 2.5%~~
~~2013/2014 — \$70,834 — Step Increase of 2.5% plus 4% Increase~~
2014/2015 — \$72,605 - Step Increase of 2.5%
2% increase retro to July 1, 2014
2.5% increase each year
2015/2016 - \$75,909 240 days
2016/2017