

**SAUSALITO MARIN CITY SCHOOL DISTRICT  
SAUSALITO, CALIFORNIA**

**BOARD OF TRUSTEES  
REGULAR MEETING  
MINUTES**

July 17, 2008

**REGULAR SESSION: 7:01 PM**  
**PUBLIC HEARING: 7:55 PM**  
**RESUME REGULAR SESSION: 7:57 PM**

**MEMBERS PRESENT:**

**Whitney Hoyt, President**  
**Tom Clark**  
**Elizabeth Todd-Gallardo, arrived at 7:10 p.m.**  
**Shirley Thornton**  
**Mark Trotter**

**Debra A. Bradley, Superintendent and Secretary to the Board**

**Others Present:** Judy Long, Cory Creath, Bill Ziegler, Ardarius McDonald, Marva Campbell, Jack Schwartz, Gerry Klor, Ellen Franz, Margaret Bonardi, and Kathy Blazei and Patty Swisshelm taking notes.

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President, Whitney Hoyt, called the meeting of the Sausalito Marin City School District Board of Trustees to order at 7:01 p.m.	<b>Call to Order</b>
Trustee Thornton led the Pledge of Allegiance.	Pledge of Allegiance
<b>M/s/c Thornton/Clark/all</b> to remove Item #26 from the Consent Agenda, move the entire Consent Agenda to the beginning of the meeting, move the Bond items to follow the Consent Agenda and approve remaining agenda order.	Agenda Order
Superintendent Bradley introduced and welcomed new: <ul style="list-style-type: none"><li>• MLK Resource Specialist and Academic Advisor, Ardarius McDonald</li><li>• Bayside Kindergarten/First Grade Teacher, Marva Campbell</li></ul>	Introduction of New Staff
Superintendent Bradley sunshined the District's proposed initial contract proposal 2008/2009 for active employees. The District proposes reopening on the following: <ul style="list-style-type: none"><li>• Article 6 - Conditions of Employment. Issues under this article include, but are not limited to, lunch break, sign-in process and yard/bus supervision.</li><li>• Term – Extend contract</li></ul> As part of benefit negotiations, the District proposes to negotiate wellness incentives.	SDTA
Regular Session was recessed at 7:55 p.m.	Recess Regular Session

THURSDAY, July 17, 2008 - Minutes

President Hoyt opened the Public Hearing at 7:55 p.m. for the Board to hear public comment prior to adopting the District's proposed initial 2008/2009 proposal to the Sausalito District Teachers' Association (SDTA). There being no public comment, the public was adjourned at 7:57 p.m.

Public Hearing

Regular Session was resumed at 7:57 p.m.

Resume Regular Session

**M/s/c Thornton/Todd-Gallardo/all** to accept the District's initial 2008/2009 proposal to the Sausalito District Teachers' Association for active employees.

Board Action

**EDUCATION**

The Sausalito District Teachers Association (SDTA) contract [Article XIV, Section 6] contains a provision for merit pay recognition: "Unit members may present a proposal indicating in brief why they believe they are eligible. The Standard shall be unit member's work that has contributed to "significant pupil progress." The 2007/2008 recipients are:

Merit Pay Recipients

**Jennifer Banks, Kindergarten Teacher**  
**David Barni, PE/Wellness Teacher**  
**Debra Moore, AVID**

Superintendent Bradley reported that Youth in Arts had written a grant proposal to the Marin Community Foundation (MCF) for the Sequential Thematic Arts Reaching All Schools (STARS) program. The STARS program began in the Larkspur Corte Madera School District in 2007/2008 and is planned for introduction in the Sausalito Marin City School District beginning 2008/2009. The STARS program is a comprehensive model arts education program that will provide students with arts learning experiences building from grade level to grade level aligned with the California State Standards for Visual and Performing Arts. The STARS program is a five year pilot program.

After School Program

Youth in Arts has discussed with the District providing, in conjunction with specific existing highly successful program, the curricula for the Sausalito Marin City School District After School Program. The redesigned Twilight After School Program would be an extension of the STARS program. It would be an excellent after school program providing homework assistance, sports and engaging arts classes representing all six disciplines.

**M/s/c Thornton/Todd-Gallardo/all** to enter into an agreement with Youth in Arts to provide the After School Program for the Sausalito Marin City School District for 2008/2009.

Margie Bonardi, District Business Manager, reported that small school districts may qualify to receive class size reduction funding for classes with an average of up to 22 pupils. In order to qualify, a district must have only one school that serves kindergarten and grades one through three, there can be no more than 2 classes per participating grade level, and the school district's governing board must make a statement or public declaration that all possible alternatives to averaging have been

Declaration to Exception to Class Size Maximum

exhausted and the district is unable to achieve the 20:1 ration in a way that is educationally expectable.

At the direction of the Board of Trustees, President Hoyt made the required public declaration for 2007/2008 which will also cover 2008/2009.

**FACILITIES**

On behalf of Harold Oden who is on vacation, Superintendent Bradley reported that, as part of the District's continued efforts to ensure a safe and secured environment for students and staff, the District would like to enhance the public announcement system that serves Bayside Elementary and Willow Creek Academy. She submitted a proposal from Empire Communications.

**M/s/c Thornton/Todd Gallardo/all** to approve the proposal from Empire Communications

Teacher Ellen Franz requested consideration be given to the portables as well.

Superintendent Bradley reviewed three proposals to paint four 'treehouse' classrooms at Bayside Elementary

**M/s/c Thornton/Todd Gallardo/all** to approve the proposal from TRI COLOR.

Jack Schwartz, President of the Sausalito Marin City Little League, reviewed a proposal for Phase Three upgrades to the Konnie Knudsen Baseball Field, which includes upgrades to the old irrigation system. Mr. Schwartz estimated six weeks from start to finish before the field could be used again.

Trustee Clark thought that the cost of artificial turf would be too high to consider at this time. He added that a joint meeting is planned with Friends of the Fields; these expenses will be discussed with them. Mr. Clark noted that the field is getting greater use with current emphasis on physical education. He thought there was a need for more information and community support. Trustee Clark thanked Jack Schwartz for his efforts. Mr. Schwartz will continue to maintain the field for now.

Superintendent Bradley reviewed that, at the time of Board approval of contracts with Wildcat Underground and Engineering and Turner Construction Management for the Willow Creek Academy Portable Drainage Project, the funding source was not specified. Staff was requesting clarification from the Board.

**M/s/c Hoyt/Todd Gallardo/ Roll Call 5 Ayes 0 Noes** to approve expense and funding from Fund 17

**BOND**

**FACILITIES**

Public Announcement System at Bayside Elementary/Willow Creek Academy

Painting Four 'Treehouse' Classrooms

Phase Three Konnie Knudsen Baseball Field

Willow Creek Academy Portable Drainage Project Funding

**BOND**

Tim Craig of VBN presented the MLK MS interior color board representing the colors approved by the Standing Committee of the Board of Trustees on Facilities on June 20, 2008.

MLK MS Interior  
Colors Presentation

Board reaction was favorable. Trustee Clark commented that colors were reviewed in great detail at the subcommittee meeting.

Tim Craig noted that if the concrete flooring prices from Alten and VBN are ready, they will be presented on July 24<sup>th</sup>. Alten General Contractor seems resistant to protecting the concrete floors during construction and prefers VCT flooring to be installed instead. If there is a substitution, it may be the concrete floors which will be in a change order.

**M/s/c Todd Gallardo/Thornton/all** to approve the MLK MS interior colors

Tim Craig distributed the MLK kitchen design showing the dry goods storage area. The drinking fountains were moved out to the multipurpose lobby to provide the dry storage room. The door at janitor's closet cannot be moved because there is a brace located there.

Standing Committee of the Board of Trustees on Facilities Meeting of July 9, 2008 Report and Recommendations:

Standing Committee  
of the Board of  
Trustees on Facilities  
Meeting of July 9,  
2008 Report and  
Recommendations

- Bayside Multi Purpose Building Renovation Project work authorization #4: **Subcommittee recommended that Cory Creath of AXIS Architecture review and reduce kitchen and mezzanine floor changes work authorization #4 amount.**
- Bayside Multi Purpose Building Renovation Project acoustical sound isolation test conducted on July 8, 2008, results to be sent to District. No action taken.
- MLK MS Project concrete flooring location and application pricing to be sent to District. **No action taken.**
- MLK MS Project upgrade of electrical panel for future expansion. **Rejected by subcommittee.**
- Kpod Project Change Order Request: Cal Pacific change order #10 for the Kpod window calculations for the deferred approval in the amount of \$3,230 - **Subcommittee recommended approval.**
- Kpod Project Cal Pacific Liquidated Damages: Cal Pacific liquidated damage amount to cover the Mobile Modular temporary portable classroom rental for two months totaling \$10,146 (incorporated into change order #10) - **Subcommittee recommended to approve this reasonable portion of liquidated damages**
- Asphalt patch of Handicap Parking space in upper parking lot. **Subcommittee recommend as a maintenance item**

**M/s/c Thornton/Todd Gallardo/all** to approve the Standing Committee of the Board of Trustees on Facilities Meeting of July 9, 2008 Recommendations, to approve Kpod Project Cal Pacific Change Order #10 for the window calculations in the amount of \$3,230, to approve Cal Pacific liquidated damage amount to cover the Mobile Modular temporary portable classroom rental for two months totaling \$10,146.

Bayside Multi Purpose Building Renovation Project Work Authorization #4: Cory Creath of AXIS Architects reviewed revised work authorization #4 for kitchen addition of cook-top, exhaust hood and exhaust fan after food service program changes. The working drawings were 80% done when the structural loads needed to be redesigned at the mezzanine floor allowing some of the equipment to modify the slope roof to a flat roof and place equipment on the roof. Cory estimated the structural and mechanical additions. After re-evaluating the number, a reduction of 20% of the cost was presented but the design has been completed by AXIS.

Trustee Clark stated the design of the kitchen was for one service vendor and the Board missed the future opportunity for community needs.

**M/s/c Trotter/Todd Gallardo/all** to approve Bayside Multi Purpose Building Renovation Project Work Authorization #4 for kitchen and mezzanine floor additional scope of work for the lump sum amount of \$17,584

Bayside Multi Purpose Building Renovation Acoustical Study Report: Cory Creath of AXIS Architecture presented findings from the Salter & Associates acoustical test.

Salter & Associates conducted acoustical test of low, medium and high frequency noise, sound transfer and noise leakage on the floor-ceiling assembly separating the Multipurpose Room from the tree-house classrooms above. Results of sound transfer were in the range between 49 and 52. A building built from scratch should measure 60. Salter recommends to incorporating a hung/sprung ceiling by taking off the ceiling, add to the underside of floor and replace ceiling. This will improve the sound transfer measure by approximately 10 points for a cost of \$100,000 in labor and material.

Cory stated that even though 10 points would cut the noise level in half, but would not go beyond that level since an alternative option to add concrete mass to the classroom floors would be very costly. A cheaper alternative would cut the sound by ¼ and would cost between \$50,000 and \$70,000 and AXIS would not recommend that option.

Trustee Trotter stated that since the base bid is to leave the ceiling alone, then the district could wait till base bid comes in and decide, if we go forward it will be a change order. Trustee Clark asked the Board to consider how much does it cost now compared to future costs.

Cory Creath of AXIS stated that he wants direction from Board.

Ms Franz, tree-house classroom teacher stated that it depends on what is going on in the multipurpose room, for example, if there is an assembly then she can hear it. Cory asked Ms. Franz if the sound is traveling because the windows upstairs are open or is the sound coming through the floor. Ms. Franz says it is through the floor.

Cory stated that there is coordination issues with the alternate lighting

Bayside Multi  
Purpose Building  
Renovation Project  
Work Authorization  
#4

Bayside Multi  
Purpose Building  
Renovation  
Acoustical Study  
Report

scheme and the acoustical ceiling work. Base bid has existing lights to remain, the alternate lighting scheme depends on the acoustics, if no acoustics work to be done on the ceiling, then no lighting will be done. If open ceiling then we should put in new lighting after demolition of the ceiling. The district would not want the general contractor to do the work.

Patty Swisshelm stated that the Bond Oversight Committee met on July 15, 2008. Margie Bonardi reviewed the bond project expenditures from the unaudited actuals report of Funds 21 & 22. Since the initial audit books close the end of August and the real audit occurs the second week of September, the Bond Oversight Committee will schedule their next meeting in the end of September to be held at the Martin Luther King construction site. The Committee did not have questions or comments to report to the Board at this time.

Bond Oversight  
Committee Report:

### CONSENT AGENDA

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**M/s/c Thornton/Clark/ Roll Call Ayes 4 Noes 0 Absent 1 (Out of the room)** to approve or accept the following items:

- Minutes of the June 24, 2008 meeting of the standing Board Committee of on Willow Creek Academy Negotiations
- Minutes of the June 24, 2008 meeting of the standing Board Committee of on Finance
- Minutes of the regular meeting of June 26, 2008
- Consolidated Application Part 1: The California Department of Education, as agent for the federal projects, requires annual approval of application to receive funding for state and federal projects. The submission of this application will result in the District receiving funding to reach, expand, enhance and supplement instructional programs for children with specified needs
- Payment of warrants under:
  - Batch 74 Fund 01 in the amount of \$82,594.42
  - Batch 74 Fund 21 BOND in the amount of \$102,216.68
  - Batch 75 Fund 01 in the amount of \$4,838.91
  - Batch 75 Fund 13 in the amount of \$6,845.72
  - Batch 76 Fund 01 in the amount of \$21,120.08
  - Batch 76 Fund 13 in the amount of \$335.80
  - Batch 77 Fund 01 in the amount of \$26,868.55
  - Batch 77 Fund 21 BOND in the amount of \$19,156.68
- Employment of Marva Campbell as a K-1 Classroom Teacher, full time, effective August 21, 2008
- Employment of Ardarius McDonald as a Resource Specialist/Academic Advisor, full time, effective August 21, 2008
- Employment of Flora Sanchez as a Bilingual Paraprofessional, part time, effective August 21, 2008
- Employment of Dario Martinez Hernandez as a Custodial/Maintenance Worker, part time, effective July 18, 2008
- Contract with Luis Santos for the position of Technology Instruction/Support at Bayside Elementary School for the 2008/2009 school year
- Contract with The Media One to provide services in design, lay

out, photography and written content for the District's publications, including assistance with the content and update of the District's website for the 2008/2009 school year.

- New Job Description – Classified: Bus Driver/Custodial Worker
- Amendment to Lease Agreement between Sausalito Marin City School District and the Center for Attitudinal Healing

**ADMINISTRATIVE AND EXTERNAL**

**ADMINISTRATIVE AND EXTERNAL**

Margie Bonardi presented the annual request to the Marin County Treasurer to provide funds for meeting the District's financial obligations until tax revenues become available, Resolution #589

Authorizing  
Temporary Transfer  
of Funds,  
**Resolution #589**

**M/s/c Hoyt/Thornton/ Roll Call 5 Ayes 0 Noes** to approve Resolution #589.

None

President's Report

Trustee Clark provided a brief update on construction of the new middle school.

Board Reports

Trustee Todd Gallardo is seeking volunteers to serve pizza at the Sausalito Art Festival pizza service

Trustee Thornton noted that she would be going on vacation.

Superintendent Bradley distributed Distinguished School pins. She reported that District staff would be presenters at the CSBA Annual Conference on the topic of early intervention to prevent special education. She informed Board members that the Sister City students would arrive from Japan on July 28.

Superintendent's  
Report

A special Board meeting was scheduled for Thursday, July 24, 2008 at 4:00 p.m.

**M/s/c Thornton/Todd Gallardo/all** to adjourn at 8:35 p.m.

**ADJOURNMENT**

Clerk  Date 8/28/08

Secretary \_\_\_\_\_

**FUTURE BOARD MEETING DATES**

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All meetings are held at the District Office, 630 Nevada Street, Sausalito at 7:00 pm unless otherwise noted. \*The first meeting date of each month will be allocated to special meetings, community forums, etc. as needed. The only or second meeting date of each month will be allocated to regular board meetings.

- July 24
- August 14\*
- August 28
- September 10\*      Wednesday
- September 25
- October 9\*

SAUSALITO MARIN CITY SCHOOL DISTRICT BOARD OF TRUSTEES  
THURSDAY, July 17, 2008 - Minutes

October 23

November 13                    One meeting in November due to holidays

December 11                   One meeting in December due to holidays

**ADDITIONAL SPECIAL MEETINGS ON BOND AND FACILITIES ISSUES**

To Be Determined

**ADDITIONAL  
SPECIAL  
MEETINGS ON  
BOND AND  
FACILITIES ISSUES**

**UPCOMING EVENTS/IMPORTANT DATES**

Aug 22                            Teacher Work Day  
Aug 21, 25, 26                    Staff Development Days  
Aug 27                            First Day of School  
Sept 1                             Labor Day  
Sept 23                          Back to School Night – Bayside  
Sept 24                          Back to School Night - MLK

**UPCOMING  
EVENTS/  
IMPORTANT DATES**

**FUTURE CHARTER SCHOOL BOARD MEETING DATES**

All meetings are held at 6:30 pm at Willow Creek Academy campus unless otherwise noted.

August 20, 2008  
September 17, 2008  
October 15, 2008  
November 19, 2008  
December 17, 2008  
January 21, 2009  
February 11, 2009    2<sup>nd</sup> Wednesday due to holiday  
March 18, 2009  
April 8, 2009            2<sup>nd</sup> Wednesday due to holiday  
May 20, 2009  
June 17, 2009

**FUTURE CHARTER  
SCHOOL BOARD  
MEETING DATES**