

LARKSPUR SCHOOL DISTRICT
MINUTES OF THE REGULAR MEETING
OF THE BOARD OF TRUSTEES

August 30, 2006
Library – Hall Middle School
200 Doherty Drive, Larkspur, California

I. **CALL TO ORDER** (Board President)

The regular meeting of the Larkspur School District Board of Trustees was called to order by Board President Kevin Mangan at 6:05 p.m.

Trustees Present: Sally Blatt, Monica Bonny, Bruce Friedrichs, Michael Futterman, Kevin Mangan

Trustees Absent: None

Management Present: Valerie Pitts, Becky White, Andy Boone, Marilyn Clark

II. **OPEN SESSION**

A. **REPORTS**

1. **Superintendent's Report.**

- Supt. Pitts reported that the start of school was extremely smooth and thanked everyone involved in making it a success. She will present an enrollment/staffing update at the next meeting.
- She attended a meeting of the Joint Legislative Advisory Committee (JLAC) to learn about legislative priorities for 2006.
- She attended all of the welcome back ceremonies, a meeting of the Executive Board of the Neil Cummins PTA, and a tea at Hall Middle School for fifth grade parents.
- She reported that the ribbon cutting ceremony for the new wing at Hall had a large turnout, including many of our partners from the Corte Madera and Larkspur communities.

2. **Board Members Reports/Correspondence Addressed to the Board.**

- Trustee Blatt congratulated everyone on the successful start of the new school year.
- Trustee Friedrichs attended the Hall ribbon cutting, the D+ Dads kickoff event hosted by Asst. Principal Chad Carvey, and a CSBA-sponsored ethics panel with Trustee Futterman. He spoke to Larkspur Mayor Larry Chu who said that additional funding was found for the Twin Cities Shuttle so that it will make its last run just before 6:00 pm.
- Trustee Bonny reported on the welcome back events, including the district-wide breakfast.
- Trustee Futterman reported on the emails he has received from the City of Larkspur regarding the new crosswalk on Doherty drive and expressed appreciation for the city's cooperation. He received an email from a parent regarding the conflict with back-to-school nights at Neil Cummins and Redwood High School. President Mangan commented that Redwood back-to-school nights were not on their calendar when we adopted ours. Parents are invited to speak at the next calendaring meeting.
- President Mangan thanked Valerie and the school administration for being asked to speak at the welcome back breakfast. He attended the ribbon cutting ceremony and spoke to Hamid Shamsapour, Director of Larkspur Public Works about the crosswalk on Doherty Drive. He said that he received correspondence from a parent regarding differences in learning between boys and girls.

B. **PERSONS WISHING TO ADDRESS THE BOARD ON ITEMS NOT ON THE AGENDA.** None.

C. STRATEGIC PRIORITIES

Priority: Maintain the fiscal integrity of the district.

3. Action: Unaudited Actuals. Ms. White presented an overview of the unaudited actuals (unaudited because the auditors have not reviewed the final balances). She also distributed a simplified summary of year end balances. On the revenue side, property taxes have increased 7.3%. President Mangan complimented Ms. White on implementing policies and staying focused; variances have been large in the past and are much more narrow now. Fine tuning the budget allows better estimates, better monitoring and better projections, which assists the board in making financial decisions. The next step is an in depth analysis of certain variances. Budget revisions will be presented at the September 27 meeting, showing an updated budget versus the adopt budget. M/s/c (Blatt-Futterman) unanimous to approve the Unaudited Actuals Report for 2005-2006 as submitted and authorize staff to file the Report with the Marin County Office of Education.

Priority: Foster high levels of student achievement through a comprehensive aligned curriculum.

4. Summer School Report. Summer School Coordinator Jennifer Friesen presented a report on this year's summer school, which ran for 5 weeks. The focus of the school, attended by 116 1st through 8th grade students, was on Language Arts and Mathematics.

Priority: Ensure safe, healthy and positive school campuses district wide.

5. Healthy Kids Survey. Neil Cummins Counselor Cookie Morin presented a report on the 2005 Healthy Kids Survey, and summarized the survey results from the last 2 school years. The survey is mandated for 5th and 7th graders. The 5th grade scores were significantly improved over last year, some of which can be attributed to the Second Step program. In 7th grade, scores indicate a slight increase in drug, alcohol, and tobacco use. Ms. Morin said that we need to examine at risk behaviors of students to determine whether the current programs are meeting the needs of kids and what we need to do to improve. At the suggestion of the trustees, the survey results will be distributed to students in the affected grades and posted on the website.

Priority: Develop a flexible long range plan to manage continued enrollment growth.

6. Discussion: Construction Update and Financial Report. Supt. Pitts reported that we are working on finalizing expenses relating to the construction of the new wing at Hall Middle School. It now appears that we are coming in on budget at \$3.4 million. Value engineering has covered \$54,000 worth of change orders. We have also incurred expenses outside of the \$3.4 million that are appropriately charged to the bond. As soon as we know exactly how much we have expended related to the bond, we will be making that public information. A lot of money went into infrastructure upgrades. The project is now completed with the exception of the clerestory connecting the two buildings and landscaping.

D. GOVERNANCE TEAM ISSUES/PLANNING

7. Discussion: Board Self-Evaluation. It was agreed that each trustee would complete the self evaluation and send it to Ms. Barry by September 18. The results will be compiled and reviewed at the September 27 meeting.

8. Discussion: Agenda Online. Due to the costs of Agenda Online, the trustees agreed that a better option would be to find ways of simplifying printing of the board packet and determining who needs to receive the entire packet. The possibility of posting the packet online was also discussed.

D. CONSENT CALENDAR. (The purpose of the Consent Calendar is to group items which may be approved routinely. A Board Member or member of the audience may request removal of an item for discussion.) A Roll Call Vote should be taken to include all Resolutions.

- 9. Minutes: Regular Meeting of July 26, 2006
- 10. Amendment to Agreement – Town of Corte Madera and Larkspur School District.
- 11. Personnel Action 2006/07-02
- 12. Monthly Warrant Reports: 2006/07 – 006-019

Trustee Futterman asked that item 10 – Amendment to Agreement – be removed from the Consent Calendar for discussion. Ms. Pitts will meet with the Corte Madera Town Council to clarify the board's concerns; specifically, the ambiguity regarding the term; addition of a condition to cover the possibility that we will need to reclaim some portion of the property for the use of the school district; and the fees charged for use of the property encompassed within agreement.

Ms. White removed the Personnel Action from the Consent Calendar to make corrections – Amy Hollins Holst is a 5th grade teacher at Hall, and Jerry O'Riordan is a substitute custodian. M/s/c (Futterman-Blatt) unanimous to approve the Personnel Action Report as amended.

Trustee Bonny removed the minutes from Consent Calendar to make the following correction:

The Hall PTA may be willing to contribute to landscaping.

M/s/c/ (Bonny-Blatt) 4 ayes, one abstention, to approve the minutes as amended.

M/s/c (Futterman-Bonny) unanimous to approve the Monthly Warrant Reports as submitted.

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D. FUTURE BOARD AGENDA ITEMS

September 27: Personnel/Staffing/Enrollment Report
Staff Development Activities
STAR Assessment/CST Report
Curriculum: Adoption Report
Board Self-Evaluation
Budget Revisions

G. FUTURE BOARD MEETING DATES

September 27
October 25

III. CLOSED SESSION

- (a) With respect to every item of business to be discussed in Closed Session pursuant to GC Section 54957: Public Employee Performance Evaluations: Principal, Assistant Principal, Business Manager
- (b) With respect to every item of business to be discussed in Closed Session pursuant to GC Section 54956.9 – Pending Litigation

IV. RECONVENE TO OPEN SESSION

Report of Closed Session. President Mangan reported that contracts had been approved for Principals, Assistant Principals, Business Manager, and Information Services Coordinator.

III. **ADJOURNMENT**

M/s/c (Friedricks-Bonny) unanimous to adjourn the meeting at 9:10 pm.

Respectfully submitted,

Valerie Pitts
Secretary to the Board of Trustees

Barbara Barry
Secretary to the Superintendent