

Mill Valley School District Board of Trustees

Regular Meeting No. 2 – September 10, 2008

MINUTES

Trustees Present: John Duncan, Janet Miller, Paula Reynolds, Steve Sell, Judy Sherman
Administrators Present: Ken Benny, Superintendent

Kerri M. Mills, Ed.D., Assistant Superintendent
Michele Rollins, Ed.D., Assistant Superintendent Business Services
Terry Kritsepis, Director of Technology
Tim Ryan, Director of Maintenance & Operations
Jane McDonough, Old Mill School Principal
Leslie Thornton, Strawberry Point School Principal
Gail van Adelsberg, Tamalpais Valley School Principal
Lisa Zimmer, Edna Maguire School Principal

CALL TO ORDER

The Mill Valley School District Board of Trustees, acting as the Governing Board of the Mill Valley School District, met in regular session at 6:00 PM on Wednesday, September 10, 2008 at the Mill Valley School District Administrative Office, 411 Sycamore Avenue, Mill Valley, CA. President Steve Sell called the meeting to order at 6:01 PM and announced that Trustee Janet Miller would be arriving shortly.

AGENDA & OPENING REMARKS

President Sell reviewed the agenda format and meeting process and highlighted the main areas to be addressed.

M/S/C Duncan/Sherman (4-0; Miller absent) to approve the Agenda.

RECOGNITIONS

**Cooney, Downing, Hagen
Heppner, Kellman, Lloyd,
Mundel-Bass, Shern,
Stern, Tamman, Yoon**

The following certificated staff members were acknowledged by Superintendent Ken Benny and the Governing Board for achieving permanent status in the District: Erin Cooney; Alison Downing; Teri Hagen; Martina Heppner; Katherine Kellman; Evan Lloyd; Molly Mundel-Bass; Teresa Shern; Sandra Stern; Corynn Tamman; and Sheri Yoon.

BOARD REPORTS

Trustees reported on recent PTA events and K-5 Back to School Night. Ms. Sherman reported that Kiddo! is nearing its fund raising goal. As liaison, Mr. Sell reported on Measure A activities.

SUP'T REPORT

Superintendent Ken Benny reported on the following: Back to School Night; the upcoming It Takes a Village PTA program; enrollment is now at 2489; announced the blood drive for a district student; announced that he is spending Wednesday afternoons in schools for site-based professional development; and that the Marin County School Boards Association kick-off is next week.

Miller present COMMUNICATIONS

Trustee Janet Miller in attendance at the meeting at 6:15 PM. Parent/PTA Council President Robin Moses thanked all the staff in preparing the schools for opening; reported that the new lunch program was going well; and announced a fund raiser connected with the aforementioned blood drive. On behalf of the Administrative Council, Principal Jane McDonough presented each trustee with a bouquet of flowers as a welcome for the school year and in appreciation of the time and work devoted to the District. CSEA President Karen Mainini announced that CSEA looks forward to working together this year.

CONSENT AGENDA BD OPERATIONS

Minutes: Reg: 8/27/08;
Spec: 8/22/08;

BUSINESS/FINANCE
Warrants
Surplus Property

M/S/C Reynolds/Sherman (5-0) to approve Consent Agenda, as follows:

- Minutes of Special Meeting of August 22, 2008 Regular Meeting of August 27, 2008.

;- #0282-6382/6426, dated 08/27/08, for \$141,921.87; -6773/6796, dated 08/29/08, for \$224,919.47; -7525/7557, dated 09/05/08, for \$43,084.58.

- Declaration of surplus property for obsolete and/or damaged furniture, fixtures and equipment; and disposal/destruction by any economical means.

-Personnel Agenda #0809-2.

PERSONNEL
PA #0809-2

REGULAR AGENDA
BUILDINGS & GROUNDS
2008 Summer Facilities
Projects

In a PowerPoint presentation, Director of Maintenance & Operations Tim Ryan highlighted some of the many facilities projects completed over the summer in preparation for the opening of school. Peter Zampino, of the Maintenance Department, District Lead Custodian Ndiritu Gachuru, and Middle School custodians Carlos Ramirez and Simon Kagiri addressed the Board regarding working in the District. Tim and his staff were commended for their work.

**STUDENT LEARNING
New Teacher Institute**

Superintendent Ken Benny reported on the August New Teacher Institute, which is an orientation for certificated staff new to the District (20 teachers and district nurse). The full day institute was planned and facilitated by District teacher leaders and Mr. Benny. An additional half-day workshop was also held to provide further orientation and an introduction to technology. Plans for the year include additional meetings for new staff and opportunities for teacher "shadowing".

Section 504 Review

As the board policy and administrative regulation regarding Section 504 will be presented for revision in October, Dr. Kerri Mills, Assistant Superintendent, provided some background and the legal changes that require revision to our policy and regulation. Section 504 is a federal anti-discrimination statute that prohibits any qualified individual with a disability from being excluded from participation in, or denied benefits of, any program or activity receiving federal financial assistance. Although a federal mandate, there is no funding for 504 services. Appreciation was expressed to Principal Gail van Adelsberg for her services as the previous 504 Coordinator. Dr. Mills is the current 504 Coordinator for the District. Discussion followed, including process for identifying and determining eligibility of students.

**BUSINESS & FINANCE
07-08 Unaudited Actuals**

Dr. Michele Rollins, Assistant Superintendent-Business Services, reviewed the Unaudited Actuals for the 2007-08 Budget, which is a required annual statement reporting the financial activities of the district in which the data are not yet audited. The final audit will be presented in January.

**Motion-Unaudited
Actuals
Res. #2-08/09; Gann
Limit**

M/S/C Reynolds/Duncan (5-0) to approve the Unaudited Actuals for 2007-08 Budget.

Dr. Rollins reported that the District each year must identify the estimated appropriations limit for the current fiscal year and the actual appropriations limit for the preceding year. The maximum appropriations limit is commonly known as the "Gann" limit. The following action was taken:

**Motion: Res#2-08/09
Gann Limit
PERSONNEL
Res. #3-08/09: Certif.
Assignment
Authorization**

M/S/C Duncan/Sherman (5-0 by roll call vote) to approve Resolution #2-08/09: Adoption of the "Gann" Limit.

Superintendent Ken Benny reviewed the process for specified teachers with multiple subject or standard credentials to teach in a departmentalized class in grades 9 and below, or teachers with a single subject or standard secondary credential to teach in grades 5-9 in a middle school.

**Motion: Res. #3-08/09
Certif. Assignment
RECESS to CLOSED
SESSION
RECONVENE/REPORT**

M/S/C Reynolds/Miller (5-0 by roll call vote) to approve Resolution #3-08/09: Certificated Assignment Authorization.

As there was no public comment, the meeting was recessed to Closed Session at 8:08 PM for the Board to consider a potential litigation matter.

President Sell reconvened the meeting at 8:49 PM and reported that no action was taken in Closed Session.

ADJOURNMENT

Mr. Sell announced that the next regular business meeting will be Wednesday, October 1, 2008 at 6:00 PM at Edna Maguire School and adjourned the meeting at 8:50 PM.

Respectfully submitted,

Ken Benny, Superintendent & Secretary to the Board of Trustees

Date of Approval:

These are unofficial minutes subject to approval by the Governing Board at its next regularly scheduled meeting.