

Mill Valley School District Board of Trustees

Regular Meeting No. 9 – January 18, 2006

MINUTES

- Trustees Present:** John Duncan, Monib Khademi, Laura Murphy, Paula Reynolds, Steve Sell
- Administrators Present:** Ken Benny, Superintendent
Kerri Mills, Ed. D., Assistant Superintendent
Michele Rollins, Ed.D., Chief Business Official
Brian Moran, Director of Maintenance & Operations
Chris Lincoln, Director of Technology
Whitney Hoyt, Mill Valley Middle School Principal
Jane McDonough, Old Mill 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, January 18, 2006, at the Mill Valley School District Administrative Office, 411 Sycamore Avenue, Mill Valley, CA. President Reynolds called the meeting to order at 5:01 PM.
- CLOSED SESSION** As there was no public comment, the meeting was recessed to Closed Session for the Board to conference with legal counsel regarding anticipated litigation: two cases; and for public employee performance evaluation – administrative/management.
- RECONVENE & REPORT OUT** Ms. Reynolds reconvened the meeting to Public Session at 7:02 PM, reported that no action had been taken in Closed Session, and that the Board would recess to continue Closed Session following the Regular Meeting.
- AGENDA** ***M/S/C Murphy/Khademi (5-0) to approve Agenda with Consent item #3.1 to be considered separately following Regular item #3.2.***
- PRESENTATION - MCOE: AB 1200** Marin County Superintendent of Schools Mary Jane Burke and County Assistant Superintendent Sandra Peck presented an overview of the financial, accountability and oversight provisions of AB 1200 and AB 2756. Discussion followed, with Mr. Khademi noting that the State doesn't provide three-year financial projections for districts, but requires district to have budgets for three years; he also said that high-performing districts, such as those in Marin, should be provided some flexibility by the State.
- MINUTES: Regular 12/8/05; 12/14/05** ***M/S/C Khademi/Sell (5-0) to approve the minutes of regular meetings of December 8, 2005 and December 14, 2005.***
- COMMUNICATIONS - School board recognition month** Superintendent Benny announced that it was school board recognition month. The following groups expressed appreciation to the trustees for their work: PTA Council and Kiddo. Mr. Benny then read a CSEA – Ch. 360 Proclamation and a Marin County Board of Education Resolution.
- SUPERINTENDENT'S REPORT; Flood; Facilities Task Force** Mr. Benny reported that the District suffered little damage during the December floods, although some staff members did sustain significant personal damage. He acknowledged Director of Maintenance & Operations, Brian Moran, and District Administrative Assistant, Barb Kent, for their work in surveying all the sites. Mr. Benny also reported on the formation of the Facilities Task Force, saying that City Councilman and Community Financial Advisory Commission Chair Dick Swanson will head the group. The Task Force membership is nearly complete, with the first meeting set for February 9th. This group will work on a parallel path with the enrollment study being conducted.
- CONSENT AGENDA BOARD OPERATIONS BUSINESS/FINANCE Warrants** ***-Resolution #11-05/06: Authorization to Sign on Behalf of Board for Laura Murphy, Vice-President/Clerk.***
M/S/C Khademi/Murphy (5-0) to approve the Consent Agenda, as follows:
- Warrants #0271-2429/2464, dated 12/09/05, for \$21,235.26; -2849/2878, dated 12/14/05, for \$61,707.85; -3641/3671, dated 12/16/05, for \$50,626.02; - 4314/4372, dated 01/04/06, for \$184,073.25; -4831/4843, dated 01/06/06, for \$4,658.68.
- Payroll** ***- Payroll Certifications - November 2005: End of Month Misc., dated 12/5/05, for \$10,661.88; Mid Month, dated 12/7/05, for \$61,858.83; December 2005: End of Month, dated 12/8/05, for \$1,232,862.57; End of Month Misc., dated 12/8/05, for \$1,268.28.***

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| <p>Gifts: TV PTA</p> <p>Con. App. – Pt. 2</p> <p>PERSONNEL – PAF</p> <p>REGULAR AGENDA</p> <p>BD OPERATIONS</p> <p>District Goals</p> <p>- Motion</p> <p>Wms. Uniform Complaint Policies/Regulations: AR 3512; BP/AR 4040; BP 6161.2; AR 6163.4; 2nd readings 1st reading: BP 4137/4237/4337</p> <p>06-07 School calendar</p> <p>CFAC report</p> <p>BUSINESS/FINANCE</p> <p>Audit Report</p> <p>- Motion: audit report</p> <p>Budget Development Calendar</p> <p>- Motion: budget calendar</p> <p>STUDENT LEARNING & SCHOOL PROG.</p> <p>Site Plans</p> <p>- Motion: site plans</p> <p>2004-05 Parent survey SARC</p> <p>-Motion: SARC</p> <p>BOARD REPORTS & COMMENTS</p> <p>RECESS TO CLOSED SESSION</p> | <p>- For Tamalpais Valley, total of \$16,509.05, for various programs; from TV PTA.</p> <p>- 2005-6 Consolidated Application for funding categorical programs – Part 2.</p> <p>- Personnel Action Form #0506-9.</p> <p>Ms. Reynolds and Mr. Benny reviewed the Annual District Goals, which were presented at the December 14, 2005 board meeting. These will be the basis for budget development and site goals, and are connected to the District mission. The Board and District will use these goals for a 12-18 month period.</p> <p><i>M/S/C Murphy/Khademi (5-0) to approve the District Goals for 2006, as presented.</i></p> <p>As required by law, Mr. Benny presented the Williams Uniform Complaint Procedures report, saying that no complaints were received from October-December 2005.</p> <p><i>M/S/C Khademi/Murphy (5-0) to approve for 2nd reading and adoption the following Board Policies and Administrative Regulations: AR 3512 – Equipment; BP/AR 4040 – Employee Use of Technology; BP 6161.2 – Damaged or Lost Instructional Materials; AR 6163.4 – Student Use of Technology.</i></p> <p>Dr. Mills presented a revision for the tutoring policy for all employees. Following discussion for suggested additional language change, action was taken:</p> <p><i>MS/C Murphy/Sell (5-0) to approve 1st reading for BP 4137/4237/4337 – Tutoring.</i></p> <p>Superintendent Benny presented two draft calendars for 2006-07, which had been discussed at the December meeting. Further discussion was held on the two calendars presented. Based on feedback from collective bargaining units, a final recommendation will be made at the February 8th meeting.</p> <p>Trustee Steve Sell reported on his first meeting with the Community Financial Advisory Commission (CFAC) on January 12th, where vision, mission and district goals were discussed, along with 1st Interim Report and the enrollment study that was commissioned. Also discussed: CFAC's role in the district's budget process; communications (outreach to schools); expiration of some members' tenure; and possibility of expanding the group.</p> <p>Dr. Michele Rollins introduced Stephen Roatch of Stephen Roatch Accountancy Corporation, who presented the Annual Audit Report for the fiscal year ending June 30, 2005. Mr. Roatch commended Dr. Rollins for the smooth transition during the time of personnel changeover.</p> <p><i>M/S/C Khademi/Duncan (5-0) to accept the Audit Report for the fiscal year ending June 30, 2005, as presented.</i></p> <p>Dr. Rollins presented the Budget Development Calendar for 2006-07. She reported that she and Superintendent Benny will be visiting each staff over the next few weeks regarding the budget.</p> <p><i>M/S/C Khademi/Duncan (5-0) to approve the Budget Development Calendar, as presented.</i></p> <p>Principals Whitney Hoyt and Lisa Zimmer reviewed the site plan process, which involves parents, teachers and classified staff at each school preparing goals for instructional improvement at each site.</p> <p><i>M/S/C Khademi/Murphy (5-0) to approve Site Council plans for each school, with gratitude to the individual site councils.</i></p> <p>Superintendent Benny presented the results of the 2004-05 parent survey, followed by discussion on how to improve the process.</p> <p>The Student Accountability Report Card for 2004-05 School Year was addressed separately from the Consent Agenda. Discussion included how to align this state requirement with site plans.</p> <p><i>M/S/C Khademi/Murphy (5-0) to approve the Student Accountability Report Card for 2004-05.</i></p> <p>Mr. Khademi reported on Community Technology Advisory Commission meeting and the streamlining of its operation in order to function more effectively and productively; and requested that the Board address social/emotional issues of our students at a future meeting. Ms. Murphy reported on PTA Council meeting. Ms. Reynolds reported on Joint Legislative Action Committee's trip to Sacramento; and that Mr. Benny is working with an Education Task Force committee to refocus the group's mission.</p> <p>Ms. Reynolds recessed the meeting at 10:10 PM to continue the Closed Session.</p> |
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**RECONVENE &
REPORT OUT
- Motion: approve K.
Mills contract
ADJOURNMENT**

Ms. Reynolds reconvened the meeting to Public Session at 10:40 PM and reported that the Board will take action regarding a personnel issue considered in Closed Session. ***M/S/C Khademi/Duncan (5-0) to approve the employment agreement with Kerri M. Mills, as recommended.***

Ms. Reynolds announced that the next regular board meeting will be held at the Mill Valley School District Administrative Office on Wednesday, February 8, 2006 at 7:00 PM, and adjourned the meeting at 10:41 PM.

Respectfully submitted,

Ken Benny, Superintendent & Secretary to the Board of Trustees

Date of Approval:

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