

**BOARD OF TRUSTEES MEETING**  
**LAGUNA SALADA UNION SCHOOL DISTRICT**

**July 26, 2000**

**MINUTES**

**BOARD MEMBERS PRESENT:**

Mr. Cliff Jones, President  
Mrs. Betsy Massie  
Mr. Mike O'Neill  
Mrs. Pilar Schneider

Trustee Judy Metcalf was absent due to a family emergency.

**STAFF MEMBERS PRESENT:**

Mr. Ralph Adams, Consultant, Facilities Modernization  
Dr. Michele Garside, Superintendent  
Ms. Paula Mueda, Board Scribe  
Mr. John Perry, Director, Human Resource Services  
Mrs. Susan Vickrey, Director, Educational Support Services

**1. OPEN SESSION - CALL TO ORDER**

Mr. Jones called the meeting to order at 6:30 p.m.

**2. CLOSED SESSION**

The Board of Trustees adjourned to closed session at 6:32 p.m. to discuss Public Employee Performance Evaluation: Superintendent and Administrators, and to conference with its Real Property Negotiator regarding the Pacific Heights property.

**3. OPEN SESSION - FLAG SALUTE AND ROLL CALL**

Mr. Jones reconvened the School Board Meeting at 7:30 p.m., noting that no action was taken by the Board in closed session.

**4. APPROVAL OF THE MINUTES**

It was moved by Mrs. Massie, seconded by Mrs. Schneider, that the minutes of the June 6, 2000 and July 12, 2000 Work Study Sessions be approved.

ROLL CALL:

Ayes: Massie, O'Neill, Schneider, Jones

Noes: None

MOTION CARRIED 4-0

**5. APPROVAL OF THE AGENDA AND CONSENT AGENDA**

- a. Agenda of the May 10, 2000, meeting

It was moved by Mrs. Massie, seconded by Mr. O'Neill, that the Board approve the agenda for the July 26, 2000 meeting and all consent agenda items, with the following amendments:

Item 5. c. 3) b. - Change effective date from June 16, 2000 to June 23, 2000.

Item 5. c. 3) e. - Remove the name of Christina Acuna from the list

Remove item 5. (d) – Service and Consultant Contracts - from the Consent Agenda

- b. Consideration of Acceptance of Warrants

It is recommended that the Board approve the attached commercial warrants for the period of 6/14/00 through 7/11/00, totaling \$1,328,573.59.

- c. Personnel

It is recommended that the Board approve the Personnel items as presented.

1) Management — None

2) Certificated

- a. Resignation of Catherine Auleb, PE Teacher, Pacific Heights Middle School, effective June 29, 2000.

- b. Resignation of Eileen Schwind, Speech/Language Therapist, Linda Mar School, effective June 30, 2000.
- c. Resignation of Sascha Taylor-Ray, PE Teacher, Pacific Heights Middle School, effective July 6, 2000
- d. Childrearing Leave of Absence for Debbie Andre, Classroom Teacher, Linda Mar School, for the 2000-01 school year.
- e. Employment of Leslie Feinberg, 1.0 FTE Probationary Speech/Language Therapist, District Office, effective August 28, 2000; Step E/4-VII+MA, \$40,275.
- f. Employment of Paul Friedman, 1.0 FTE Temporary Classroom Teacher, Sharp Park School, effective August 28, 2000; Step A/O-III, \$32,844.
- g. Employment of Retta Powell, 1.0 FTE Temporary Classroom Teacher, Vallemar School, effective August 28, 2000; Step C/2-VII+MA, \$37,187.
- h. Employment of Kathleen Sterns, 1.0 FTE Temporary Classroom Teacher, Laguna Salada Alternative School, effective August 28, 2000; Step C/2-VII, \$36,187.
- i. Employment of Shari Vendrolini, 1.0 FTE Temporary Classroom Teacher, Ortega Middle School, effective August 28, 2000; Step A/O-I, \$26,744.
- j. Employment of Julie Schreiber, 1.0 FTE Probationary Math Teacher, Pacific Heights Middle School, effective August 28, 2000; Step D/3-VII, \$37,731.
- k. Employment of the following Substitute Teachers:
  - Pamela Rubenstein, effective June 27, 2000
- l. Resignation of the following Substitute Teachers:
  - Maria Bonser, effective July 8, 2000
  - Jessica Dammeyer, effective June 27, 2000
  - Christopher Hoaglund, effective June 15, 2000
  - Jean Pettigrew, effective June 28, 2000

3) Classified

- a. Resignation of Christopher Renteria, Custodian I, District Office, effective June 30, 2000.

- b. Resignation of Karen Wiseman, School Secretary, Pacific Heights Middle School, effective June 23, 2000.
- c. Increase in hours for Suellen Farrel, Attendance Specialist, Pacific Heights Middle School, effective August 24, 2000; Classified Salary Schedule A, Range 51, Step B, \$11.45 per hour.
- d. Reemployment from Layoff of Joanne Walsh, Instructional Aide, 2.5 hours per day, Vallemar School, effective September 4, 2000; Classified Salary Schedule A, Range 44, Step C, \$10.13 per hour.
- e. Resignation of the following Substitutes:

Jill Gasowski, School Assistant, effective June 14, 2000  
 Jack Long, Custodian, effective June 27, 2000

4) Personnel Exempt from Certificated and Classified – None

d. Service and Consultant Contracts

Mrs. Massie moved, Mr. O’Neill seconded, that the Board approve the Service and Consultant contracts as presented by staff.

<u>Consultant</u>	<u>Dollar Amount</u>	<u>Term of Contract</u>
1. Ceecon Services, Inc. 434 N. Canal Street, Suite 1 South San Francisco, CA 94080	NTE \$2,850.00	June 15, 2000

**District:** Change Order #1

- Phase Two Environmental Screening for Sharp Park/Ingrid B. Lacy School - Contractor to perform Phase II Surficial Soil Environmental Site Assessment. (Due to the fact that the Sharp Park site was used for agriculture many years ago, additional investigation is necessary.)

**Contract #:** Original Contract 282 dated March 28, 2000 for \$2,100.00  
**Fund/Site:** Building Fund/Sharp Park/Ingrid B. Lacy  
**Budget Account Code:** 21-0000-0-0000-8500-032-6241-0827

2. CSBA Policy Services 3100 Beacon Boulevard	\$7,000.00	June 15, 2000 through completion
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9. Pacific Engineering Builders \$35,603.00 July 13, 2000  
928-A Van Ness Avenue  
San Francisco, CA 94109 (This amount represents 9% of the Vallemar contingency reserve)

**District:** Change Order #3  
(a) Widen concrete footings to 24" around school buildings per order of soil engineers — \$6,185.00  
(b) Relocate PD, PVD, PV and telephone locations — \$16,324.00  
(c) Provide wall insulation in buildings. Original plans of Vallemar inaccurately showed existing buildings contained wall insulation — \$11,464.00  
(d) Provide shear plywood in room D5 — \$1,630.00  
**Contract #:** Original Contract 276, dated February 10, 2000  
**Fund/Site:** Building Fund/Vallemar  
**Budget Account Code:** 21-0000-0-0000-8500-033-6270-0827

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10. ABC Fence Company \$5,500.00 July 18, 2000  
1027 Terra Nova Boulevard through August 18, 2000  
Cupertino, CA 95014

**District:** Install approximately 460' of 4' high chain link fence around playground yard area and 16' of 6' high. Install one 4'x4' single walk gate complete with locking device. Straighten and replace post as needed. Install new 1-5/8 top rail, new 9-gauge chain link fabric and 7-gauge spring steel tension wire. All hot dipped galvanized structural steel. Dismantle, remove and haul away existing fence at Linda Mar School.  
**Contract #:** 304  
**Fund/Site:** Deferred Maintenance/Linda Mar School  
**Budget Account Code:** 14-0000-0-0000-8100-012-5800-0823

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11. PROSAFE \$3,600.00 July 18, 2000  
2930 Lyon Estates Court through August 18, 2000  
San Jose, CA 95135

**District:** Provide mandated Playground Safety Audit for the following schools: Pacific Heights Middle School, Ortega Middle School, Linda Mar School, Cabrillo School, Oddstad School, Pacific Manor School, Westview School, and Sharp Park School.  
**Contract #:** 1000  
**Fund/Site:** Deferred Maintenance/Sites  
**Budget Account Code:** 14-0000-0-0000-8100-XXX-5800-0823

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Mr. Jones questioned the reason for the change order for Vallemar School in Contract #9, particularly with regard to the wall insulation request. Dr. Garside and Ralph Adams, Consultant for facilities modernization, responded to Mr. Jones' concerns.

**ROLL CALL:**

Ayes: Massie, O'Neill, Schneider, Jones

Noes: None

**MOTION CARRIED 4-0**

- e. Approval of Contract with Temporary Tot Tending, Inc. for Extended Day Care and Preschool Services

It is recommended that the Board of Trustees approve the enclosed contract for extended day care and preschool services with Temporary Tot Tending, Inc. for the Linda Mar, Oddstad, and Westview sites.

- f. Federal Class Size Reduction Funding Application

It is recommended that the Board approve the District's renewal application for Federal Class Size Reduction Funding. The funding is a part of the Consolidated Application. Funding is requested on Part I with a grant request following. The funding is awarded on Part II of the application.

**ROLL CALL:**

Ayes: Massie, O'Neill, Schneider, Jones

Noes: None

**MOTION CARRIED 4-0**

**6. COMMUNICATIONS**

- a. LSEA (Laguna Salada Education Association) — None
- b. CSEA (Classified School Employees Association) — None
- c. People Wishing to Address the Board

Stephanie Orozco, board member of the parent advisory committee of the City of Pacifica Child Care Services, addressed the Board on issues relating to child care.

Erlinda Tulioc, chairperson of the parent advisory committee for Child Care Services, which represents five child care sites that are operated through Pacifica's Parks, Beaches and

Recreation division, spoke regarding child care issues common to the five sites. She also presented the Board with signatures of support from parents who are requesting that the City and the District schedule a joint meeting to discuss and resolve the issues.

Leilani Emanuel, read a letter she had written to Mary Ann Patterson in support of her proposal to the District for before and after school child care.

Diane Pyne, parent, expressed concerns regarding cooperation between the District and City child care providers and also commented on the RFP process used for submitting child care proposals.

d. Correspondence

The following correspondence was received and was circulated for Board members' review:

- Letter from Jeff Horton, President of the California School Boards Association, requesting nominations for outstanding legislator for the year 2000.
- Letter and a check in the amount of \$769 from the manager of Sea Bowl. The donation represents the amount generated from the 1999-2000 after school bowling league.
- Letter from Scientific Learning to Karen Warner, Principal of Oddstad School, awarding a \$30,000 grant to Oddstad from the Philanthropic Fund at the National Philanthropic Trust.
- Letter from the chairman of the County Superintendents' SELPA board noting that all school districts in San Mateo County have agreed to adopt the SELPA (Special Education Local Plan Area) model for the 2000-01 school year.
- Letter from Candi Jones-Rodriguez, Vallemar parent, in support of the child care program and of the District's working with the various child care entities.

Dr. Garside noted that the District has had several meetings on child care throughout the year with both the city and private providers. Further, the district has held several meetings to refine the new partnership process proposed by the district. She was surprised to hear that there are issues such as were raised at tonight's meeting, since there has been no indication from the City of Pacifica that there are concerns and since the private providers have already signed the partnership agreement which was on the consent agenda.

- Copy of a letter from David and Dora Dye to State Senator Jackie Speier asking that the Legislature look at equalized school funding.

The Superintendent expressed her appreciation for parents who take time to voice concerns to public officials on the issue of school finance, because this is how change comes about.

e. Board/Superintendent Communications

- Mr. O’Neill informed the Board that he had attended a recent CSBA curriculum conference in Monterey. He will give a short report on the conference at the next Board meeting.
- Mrs. Massie reported that she and Dr. Garside attended a joint meeting with representatives from the City of Pacifica where a good discussion was held on the issues of the library, the trees at the Pacific Manor site, and child care.
- Mr. O’Neill stated that he plans to attend a subcommittee meeting of the Board and the Pacifica City Council to discuss affordable housing for employees of both public entities. He will also attend a San Mateo County School Boards Association planning meeting on August 5 and asked that Board members pass along to him meeting topic ideas for future meetings of the organization.
- Mr. Jones attended the SMCSBA Legislative committee meeting a few weeks ago, where one of the issues discussed was Proposition 38—the Voucher Initiative. Mr. Jones stated that the committee intends to coordinate efforts to fight the initiative, as its passage would be devastating to public education in California.
- Dr. Garside informed Board members that an exciting Districtwide literacy night was held with Andrea Butler. The Superintendent announced that the District has some unfilled teaching slots that need to be filled. Dr. Garside also stated that she had attended the recent American Association of Administrators Superintendents’ conference on *Good Schools Getting Better*.

## 7. PRESENTATIONS

a. Summer School Presentation

Susan Vickrey informed the Board that this year’s summer school was a full program with a waiting list for all the options offered. The three options available were:

1. Remediation for students in kindergarten through 8<sup>th</sup> grade
2. Extended year Special Education

### 3. Math enrichment for 3<sup>rd</sup> through 7<sup>th</sup> graders

A program for four-year olds was also provided.

Grant support for the kindergarten through 2<sup>nd</sup> grade section was provided by the Noyce Foundation, which funded a second teacher for each classroom, thereby creating student/teacher ratios of less than 10-1. The Foundation also provided a coach for the K-2 teachers and a back-up assistant.

An overview of the summer school program was presented by Tom Malone, Summer School Principal, and by Ellen Haas, Summer School Literacy Coach, and Mike Barden, teacher and assistant in the literacy program. In addition, Ford Long, Sheila Okin, and Patty McNally, teachers, provided information on the math enrichment portion of summer school.

Additional summer school staff members who were present in the audience, including Judy Hanson, Vice Principal, were recognized by Mrs. Vickrey.

Back-up information on the summer school program was provided for Board members, and Board members directed questions and comments on the program to Mrs. Vickrey, Mr. Malone, Mrs. Haas, and other summer school staff members, as appropriate.

Dr. Garside pointed out that the new Curriculum Display in the Board room was from the summer school program.

## 8. PRIORITY I ITEMS

### a. Facilities

#### (1) Update

In the absence of Jim Lianides, who was on vacation, the facilities update was provided by Ralph Adams, Project Manager for the District's modernization program. Mr. Adams reported on the progress to date on the Vallemar, San Andreas and Cabrillo projects. In addition, he reported on the status of OPSC funding received to date and additional funding anticipated to be received when the State Allocation Board convenes its next meeting.

#### (2) Voluntary Change Order: Primus Lock System for Vallemar

It was moved by Mrs. Massie, seconded by Mr. O'Neill, that the Board approve \$1,792 to upgrade the lock system at Vallemar to the Schlage Primus system. It is also recommended that the Primus system become the District standard in future modernization projects.

Patrick Chiechi, District Facilities Manager, was present at the meeting to explain the rationale for requesting the change order for the Primus lock system and to respond to Board members' questions and comments about the change order and the Primus system.

ROLL CALL:

Ayes: Massie, O'Neill, Schneider, Jones

Noes: None

MOTION CARRIED 4-0

b. Annexation Request from San Mateo Community College District

The Superintendent informed the Board that the San Mateo Community College District plans to sell some acreage they currently own which is located within the boundary of the Laguna Salada Union School District. The college district is requesting that Laguna Salada support the annexation of this property to San Bruno Park and San Mateo Union High School districts.

The Board indicated a consensus for supporting the San Mateo Community College District's efforts for annexation of the property in question. Public hearings will be held on the issue of annexation of the property, with dates and times to be determined.

c. STAR Reports on Student Learning by Site

Susan Vickrey informed the Board that, to fulfill a requirement of the Standardized Testing and Reporting Program (STAR) to share results with parents, the results were mailed to families on July 5 and parents were invited to a meeting at the District Office on July 13. The STAR results were also posted on the Internet on July 17, 2000. The results indicate a steady increase by Laguna Salada students.

Mrs. Vickrey gave a report on the results of the STAR testing program, and charts were included in the agenda which showed the test results of the state, San Mateo County, Laguna Salada Union School District, and each of the District's schools. Mrs. Vickrey indicated that student populations have been established on the correct baselines within the District so that the sites eligible for incentives in future years will be able to receive the incentives.

Board members thanked Susan Vickrey for the three-hour study session she recently conducted for the Board on assessment and the STAR results.

d. Declaration of Need for Fully Qualified Educators

Mrs. Massie moved, Mr. O'Neill seconded, that the Board certify that there is an insufficient number of certificated persons who meet the District's specified employment criteria for the positions of Multiple Subject Teacher, Single Subject Teacher,

Mild/Moderate Learning Handicapped Teacher, Resource Specialist, Speech/Language Therapist, and Library Media Teacher Services.

Mr. Perry reminded Board members that this is an action item brought before the Board each year in order to file the Declaration of Need with the Commission on Teacher Credentialing in the event there is a need for the District to request an emergency permit for service. Mr. Perry stressed that only qualified educators will be placed in the District's classrooms.

**ROLL CALL:**

Ayes: Massie, O'Neill, Schneider, Jones

Noes: None

MOTION CARRIED 4-0

**9. PRIORITY II ITEMS**

- a. Second Reading/Adoption of Board Policy 6158.1 — Independent Study/Home Schooling

It was moved by Mrs. Massie, seconded by Mr. O'Neill, that the Board adopt Board Policy 6158.1, Independent Study/Home Schooling.

The policy was presented to the Board at its May 10 meeting for information and again at the May 31, 2000 meeting for first reading.

The Board was informed that Steve Johnson has been selected as the teacher/facilitator assigned to this program. James Rogers, Linda Mar School Principal, will administer the program and will work with Mr. Johnson in establishing and implementing an effective Independent Study/Home Schooling program for the 2000-01 school year.

**ROLL CALL:**

Ayes: Massie, O'Neill, Schneider, Jones

Noes: None

MOTION CARRIED 4-0

The Superintendent congratulated the Board for giving another choice to citizens in the Laguna Salada Union School District and stated that she hoped parents would see this program as a valuable one. Parents were encouraged to contact the Human Resource Services Department at the District Office if they are interested in enrolling a child or children in the home schooling program.

- b. Resolution Authorizing Membership in the San Mateo County School Insurance Group's Group Vision Program

It was moved by Mrs. Massie, seconded by Mrs. Schneider, that the Board approve Resolution No. 2000-07-26-A, authorizing membership in the San Mateo County Schools Insurance Group Vision Program.

It was noted that approval of a resolution by the Board is required for the District to participate in SMCISG'S Vision Program.

ROLL CALL:

Ayes: Massie, O'Neill, Schneider, Jones

Noes: None

MOTION CARRIED 4-0

c. Bond Review Committee Report

Connie Menefee, Chair of the Bond Review Committee, presented a report of the June 20, 2000 committee meeting to the Board. Mrs. Menefee indicated that the next meeting of the Bond Review Committee is scheduled for September 26, 2000 at 7:00 p.m. at the District Office.

In response to a question from Mrs. Massie, Mrs. Menefee commented that the committee is feeling less concern over the total dollar amount (\$67 million) for the modernization program in the District because the sale of excess property and the funds received from OPSC will provide the additional funds needed to complete all the work needed. The committee feels the District is proceeding wisely and is optimistic that we will be able to fully renovate all of the schools with the funds that will be available.

d. Policy/Administrative Regulation on Intra-District Open Enrollment

Copies of the current Board Policy and Administrative Regulation on the topic of Intra-District Open Enrollment were provided in the agenda. Mr. Perry summarized the ongoing discussion and reviewed the options that have previously been discussed; i.e., the current policy, which is based upon the concept of neighborhood schools with established attendance areas for each of the District's nonmagnet schools, and Districtwide open enrollment with no neighborhood boundaries. Under the option of open enrollment with no neighborhood boundaries, residents would have equal access to both community and magnet schools based upon a lottery. Mr. Perry reminded the Board that under the current policy, the District is unable to give assurance to parents outside an attendance area that their child has been selected for attendance at that school until five days prior to school opening.

Mrs. Connie Menefee participated in discussion of this item by expressing concern that the unavailability of a neighboring school may drive parents to enroll their children in private schools. It was pointed out that with declining enrollment there are really only

three schools left that can be classified as “neighborhood schools”: Linda Mar, Oddstad, and Westview.

After discussion, Board members expressed a consensus for bringing the policy on open enrollment back for first reading at the next Board meeting.

- e. First Reading – Board Policy 5117, Inter-District Attendance

A copy of the current and proposed Board Policy on Inter-District Transfers was included in the agenda and presented to the Board for first reading.

Mr. Perry summarized the revisions to the policy.

## **10. PRIORITY III ITEMS**

- a. Formalize How Public is Heard and Board Procedures

Clarification of procedures for handling public input at Board meetings was listed in the agenda. Ground rules previously established by the Board were attached to Board members’ agendas and read aloud at the meeting by Mr. Jones. The Board reaffirmed its intent to adhere to these ground rules.

After discussion, the Board indicated a consensus for taking formal action at a public meeting to adopt the previously established ground rules. It was determined that an action item to adopt the ground rules will be placed on the September 13 Board meeting agenda. Mr. O’Neill requested that staff seek input from County Counsel regarding any legal requirements for obtaining public input on agenda items. The Board requested this item be continued to the August meeting.

Mr. Al Rodriguez, parent of a student at Vallemar School, participated in discussion of this agenda item.

- b. LSUSD 50<sup>th</sup> Anniversary Timeline

The sixth installment of the LSUSD timeline developed by Pacifica Historian Helen James was included in the agenda. This installment contained information on teaching in the early days and included new recollections from Pacifica residents.

## **11. FUTURE AGENDA ITEMS**

### **AUGUST 23, 2000 — REGULAR MEETING**

**Add the following items to the agenda:**

- **CSBA Curriculum Conference Feedback — Board Member Mike O’Neill**
- **Formalize How Public is Heard and Board Procedures**
- **Certification of Adequacy of Instructional Materials**

**SEPTEMBER 13, 2000 — REGULAR MEETING**

**Add the following item to the agenda:**

- **Adoption of Board Ground Rules**

**FUTURE EVENTS**

Mrs. Schneider announced that the date of the Rob Schneider Music Foundation fund-raising event has been changed from November 4 to November 3, 2000. Dr. Garside stated that she hoped there would be official notification of the date change from the Music Foundation.

Mr. Jones reaffirmed Mrs. Massie’s announcement at the last meeting that he would not be seeking reelection to the Board.

**12. ADJOURNMENT**

President Jones adjourned the meeting at 10:15 p.m.

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Mike O’Neill, Clerk  
Minutes Approved 8/23/2000

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Michele Garside, Ph.D.  
Secretary to the Board