



## *Pacifica School District*

375 Reina del Mar Avenue  
Pacifica, CA 94044  
[www.pacificasd.org](http://www.pacificasd.org)

### BOARD OF TRUSTEES MEETING

**February 3, 2010**

### **APPROVED MINUTES**

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

*Mr. O'Neill called the meeting to order at 6:03 p.m.*

*Present: C. Kaufman, M. O'Neill, J. Weideman, K. Ervin*

*Absent: E. Manning-Villar*

*Mr. O'Neill adjourned the meeting to Closed Session.*

#### **2. CLOSED SESSION**

(a) Conference with Labor Negotiator

Agency Negotiator: Susan Vickrey, Superintendent

Employee Organizations: CSEA, LSEA

(California School Employee Association, Chapter 128)

(Laguna Salada Education Association)

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

*Mr. O'Neill called the meeting to order at 7:06 p.m. There was no action taken in Closed Session.*

*Trustee Ervin led the Flag salute.*

*Present: K. Ervin, J. Weideman, C. Kaufman, M. O'Neill*

*Absent: E. Manning-Villar*

#### **4. APPROVAL OF THE MINUTES**

*It is recommended that the Board approve the Minutes of the January 6, 2010 Special Meeting and the January 13, 2010 Regular Board Meeting.*

Ms. Kaufman moved, and Ms. Ervin seconded approval of the minutes with a correction to January 13, 2010 minutes, item 8a, last sentence, that the Board plans to send out applications...

#### ***ROLL CALL:***

***Ayes: Ervin, Weideman, Kaufman, O'Neill***

***Noes: None***

***Absent: Manning-Villar***

***MOTION PASSED: 4-0-1***

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

*It is recommended that the Board approve the agenda for the February 3, 2010 meeting and all consent agenda items.*

All items on the consent agenda will be approved with one motion, which is not debatable and which requires a unanimous vote for passage. If any member of the Board, the Superintendent, or the public so requests,

any item shall be removed from this section and placed in the regular order of business following approval of the consent agenda.

(a) Agenda of the February 3, 2010 meeting

(b) Consideration of Acceptance of Warrants

*It is recommended that the Board approve the attached commercial warrants for the period of 1/4/10 through 1/26/10 totaling \$533,134.29.*

(c) Service and Consultant Contract Approvals

*It is recommended that the Board approve the Service and Consultant contracts as presented by staff.*

Ms. Weideman moved, and Ms. Kaufman seconded approval of the Agenda and Consent Agenda.

**ROLL CALL:**

**Ayes:** *Ervin, Weideman, Kaufman, O'Neill*

**Noes:** *None*

**Absent:** *Manning-Villar*

**MOTION PASSED: 4-0-1**

**6. COMMUNICATIONS**

This portion of the agenda is available to the public to address the Board on any issue that is not on the agenda. The maximum time allowed for any speaker is three minutes.

(a) LSEA (Laguna Salada Education Association) *None*

(b) CSEA (Classified School Employees Association) *None*

(c) People Wishing to Address the Board *None*

(d) Correspondence

*Ms. Vickrey shared information about David and Ruth Mattes who have donated \$500 to Ortega School for the Reading and the Arts programs. Further, the Mattes' have committed to sending a \$500 per month donation to these programs at Ortega School for the remainder of this school year, and possibly longer.*

(e) Board/Superintendent Communications

*Ms. Weideman shared a letter from County Superintendent Holbrook related to the budget cutting process. The Education Coalition communicated with the California State Senate for various California associations who united to express opposition to the Governor's proposal to cut K-12 funding while continuing to misrepresent the Governor's budget as protecting education funding. Ms. Weideman read the letter in its entirety, revealing changes to tax collection methods as well as legislation that ultimately reduce education funding beyond the Governor's proposed cuts. The Governor's proposed budget includes several proposals designed to deflect attention so manipulation of funding and devastating cuts to services for children. School districts now receive only 81 cents for every \$1 state law says they should receive. (See Attachment)*

*Board members discussed activities they attended since the previous Board meeting, including the Strategic Planning Committee, Budget Work Study Session, Financial Passports Meeting, SMCSBA Dinner meeting on "Taking Action in Extraordinary Times", Jump Roping World Record attempt at Sunset Ridge, Crab Feed for IBL, General Meeting at Ocean Shore School, Public Meeting on Budget at Vallemar, Saving Pacifica Schools meeting with Supervisor Jerry Hill, Green Committee, Pancake Breakfast at Sunset Ridge, Kent Awards Review committee meeting, .*

*Ms. Weideman shared that Ms. Manning-Villar received a call from Leland Yee's office offering to come to any*

*meetings to speak about issues on the Budget.*

*Mr. O'Neill extended an invitation to the Chocolate Fest at IBL on Saturday, February 6th 11am – 3pm.*

*Mr. O'Neill acknowledged two teachers in the District, Jessica Keech and Cynthia Skinner, who applied for and received grants (ranging from \$60-\$300) for their schools (Vallemar and Sunset Ridge).*

*Mr. O'Neill noted that the Board has approved a profile for the Superintendent Search. The search firm is accepting applications due February 24<sup>th</sup> and reviewing them for the Board's review in early March. Superintendents at the Symposium in Monterey had access to the brochure and applications have been made available in EdJoin and ACSA publications as well as the PSD website. Mr. O'Neill directed staff to inquire with the search firm about the number of applicants to date and to provide the information to the Board in the Friday update.*

(f) Board Committee Reports – *based upon written reports*      None

## **7. DISTRICT BUSINESS**

(a) Budget Development Calendar

*(staff time - 2 min.)*

*It is recommended that the Board approve the Budget Development Calendar for the preparation and adoption of the 2010-11 Budget.*

Ms. Weideman moved, and Ms. Ervin seconded approval of the Budget Development Calendar.

*Ms. Peterson presented the Budget Development Calendar outlining the different steps the District takes with their Budget. The Budget for the 2010-11 school year must be adopted by July 1<sup>st</sup>. Ms. Weideman requested budget related items, such as layoff notices, be added to the calendar.*

### **ROLL CALL:**

**Ayes:** *Ervin, Weideman, Kaufman, O'Neill*

**Noes:** *None*

**Absent:** *Manning-Villar*

**MOTION PASSED: 4-0-1**

(b) Budget Update

*(staff time - 15 min.)*

*Ms. Vickrey noted that the District is watching the State budget very closely. Ms. Peterson reviewed the measures taken by the Governor that impacts District budgets, including cuts, annual increases, total reductions, and one-time money. Ms. Peterson reviewed the Budget development timelines for 2010-11 and requested direction for the Board as to what items to eliminate. Reductions discussion included central office reorganization, frequently asked questions about reductions, lottery funding, parcel tax funds, retirement savings and cuts to administration since 2001. Ms. Peterson also addressed the net cost savings with an increase in class size as well as retirement incentive uses and work furlough.*

*Ms. Peterson and Ms. Vickrey answered questions from the Board on specific items and time lines. The Board voiced their frustration over such decision-making.*

*Ms. Vickrey presented the organizational chart showing duties of personnel.*

*Ms. Weideman suggested future Board agenda items regarding central office reorganization and a service reduction report showing options. The Board agreed to a hiring freeze on open positions (e.g. not hiring a new groundskeeper) until the Board can gather more information about the impact of specific reductions in terms of positions and/or programs.*

(c) Mid-Year Update on Professional Development  
(staff time – 2 min.)

*Ms. Mindel presented and update on professional development and what the District has been able to accomplish in this area considering the diminished funding sources. Student learning and teacher training must co-exist, and Pacifica School District has continued to pursue funding for professional development. Our Writers Workshop has become a funding source in and of itself because other districts are paying PSD to train their teachers in the program.*

*Ms. Weideman supports professional development in order to maintain a high quality educational program. The coaching model has been a key component in the professional development of teachers.*

*Ms. Vickrey noted that the general fund does not pay for professional development.*

*Discussion ensued regarding the impact of any lack of professional development on future grants or grant potential and the need for most grant funders to see proven results in terms of development or programs. Grant sources and District commitment go hand in hand. Budget cuts in this area put us at risk for losing, or not qualifying for, grant funding.*

(d) Kindergarten Lottery  
(staff time - 5 min.)

*Ms. Vickrey presented a chart on the recent lottery results. Ms. Vickrey provided information related to the lottery results. Students cannot be assigned to classes until a decision is made on class size reductions for 2010-11. Discussion continued surrounding first choice among District schools, capacity throughout the District, and the need for combination classes.*

*Eileen Manning-Villar arrived at 9:05 p.m.*

(e) Mid-Year Kindergarten Report  
(staff time - 5 min.)

*Ms. Mindel provided a report on enrollment in the program. Enrollment had declined between registration and the first day of classes. The District loses money with the decrease, and Ms. Mindel suggested a good look at this item when budget reduction discussions continue.*

(f) Green Committee Update  
(staff time - 2 min.)

*Ms. Kaufman provided an update on the meetings of the Green Committee. Primarily focusing on discussions about Committee members interests toward making the District more environmentally friendly, the traffic issues in Vallemar have been a recent topic. Other interests include an energy audit of the District, a solar feasibility study, and waste reduction.*

*Board members discussed programs in terms of student-center programs, matching grants, time lines for studies, and coordination with other committees Board members attend, such as the Earthquake Committee.*

*The energy audit will be conducted on February 17<sup>th</sup>, and the solar feasibility study will be conducted in the spring, possibly sometime in April.*

- (g) Vallemar Traffic Committee  
(staff time – 5 min.)

*Ms. Vickrey presented the traffic issues in the Vallemar valley, and clarified it as an issue regardless of neighborhood and/or open enrollment as a choice. While a good solution has not been discovered, attempts have been made to decrease the traffic between Vallemar and Highway 1. Ideas include carpooling, reversing the flow of traffic into and out of the District office and Vallemar lots, as well as encouraging the use of the parking lot at the corner of Highway 1 and walking children to school.*

*The Board discussed car seat requirements as limiting carpooling options.*

- (h) Facilities Update/Post Modernization Plan  
(staff time – 5 min.)

*Ms. Peterson provided an update on facilities projects and post modernization work throughout the District. Ralph Adams, our former modernization coordinator, will assist us through the project at Cabrillo. County Counsel is reviewing the situation at Ocean Shore. Deferred maintenance will fund the roof at Ortega. The PTO funded a project to upgrade the multipurpose room.*

*Discussion ensued about Ralph Adams' donation of \$5,000 for trees at IBL.*

- (i) Personnel Changes  
(staff time – 2 min.)

*Superintendent Vickrey provided a brief overview of the personnel changes that have occurred in the District since the last Board meeting.*

## **8. BOARD BYLAWS, POLICIES and ADMINISTRATIVE REGULATIONS**

- (a) Manual Maintenance (J09) FIRST READING
- (1) BP 4119.21 Professional Standards  
*Revise current policy*
  - (2) BP 4154 Health and Welfare Benefits  
*Adopt CSBA sample with revisions*
  - (3) BP 5021 Noncustodial Parents  
*Adopt CSBA sample as is*
  - (4) BP/AR 5121 Grades/Evaluation of Student Achievement  
*Adopt/approve CSBA sample with revisions*
  - (5) BP 5131.5 Vandalism and Graffiti  
*Adopt CSBA sample with revisions*
  - (6) BP/AR 5131.62 Tobacco  
*Adopt/approve CSBA sample with revisions*
  - (7) BP 5145.9 Hate-Motivated Behavior  
*Adopt CSBA sample as is*
  - (8) BP 6011 Academic Standards  
*Adopt CSBA sample as is*

- (9) AR 6116 Classroom Interruptions  
*Approve CSBA sample as is*
- (10) BP 6120 Response to Instruction and Intervention  
*Adopt CSBA sample with revisions*
- (11) BP 6181 Alternative Schools/Programs of Choice  
*Adopt CSBA sample with revisions*

*Ms. Weideman had a question on BP 4154 and BP 6181 and requested this policy be brought back for a Second Reading at the next meeting.*

*Ms. Ervin had a question on BP/AR 5121 and requested this policy language be revised and returned for a Second Reading at the next meeting.*

*All other BPs and ARs are moved to the Consent Agenda for action at the next meeting.*

## **9. FUTURE AGENDA ITEMS**

*February 24<sup>th</sup>: Budget Update; Resolutions*

*March 10<sup>th</sup>: Open Meeting on Layoffs; Administrative Organization*

## **10. ADJOURNMENT**

*Mr. O'Neill adjourned the meeting at 10:03 p.m.*

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Cynthia Kaufman, Clerk  
Minutes Approved 2/24/10

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Susan Vickrey  
Secretary to the Board