

# **San Carlos School District Minutes**

## **Board of Education Regular Board Meeting**

February 25, 2016, 6:30 PM

San Carlos School District Board Room

1200 Industrial Road, Unit 9B, San Carlos, CA 94070

Open Session 6:30PM/Closed Session Immediately Following

### **1. Call to Order**

Minutes:

President Farley called the meeting to order at 6:32PM at the District Office, San Carlos School District, 1200 Industrial Road, Unit 9B, San Carlos.

Present at the Board Meeting: Superintendent Baker, Trustees Farley, Bergeron, Chen, Nayfack. Trustee Elliott was absent during roll call. Trustee Elliott arrived at 6:33PM.

Others present: Chief Operations Officer Robert Porter, Assistant Superintendent Mary Jude Doerpinghaus and Director of 21st Century Learning & Educational Technology Thomas Keating.

For more information view the video at <https://archive.org/details/BoardMeetingVideo22516Final>.

### **2. Approval of Agenda**

Minutes:

There were no changes to the agenda. Motion to approve the agenda as presented was made by Trustee Chen. Motion was seconded by Trustee Bergeron.

Vote: 5-0

Kathleen Farley YES  
Nicole Bergeron - YES  
Eirene Chen - YES  
Michelle Nayfack - YES  
Carol Elliott YES

Motion carries. 5-0

### **3. Special Recognition**

#### **3.A. Recognition of Science Fair Participants, Mentors and Volunteers**

Minutes:

Tom Keating, Director of 21st Century Learning and Educational Technology, Pam Louie (parent) and Trustees celebrated the work of the student scientists who participated in this year's Science Fair. In addition to honoring the science fair participants, the Board honored the parents and volunteers who coordinated these efforts and mentored the students along the way.

Superintendent Baker gave personal thanks to Ms. Louie and her team for their hard work.

Certificates were presented to the students who participated and their mentors.

President Farley adjourned for a short recess at 6:48PM.

#### **4. Communications**

Minutes:

President Farley reconvened the Board to Open Session at 6:58PM.

President Farley took public comment for items not on the agenda.

Arvind Gupta, parent at Arundel, presented on "Trust and Transparency at SCSD & SCEF" and asked that the Board consider taking action to remedy these issues.

Mr. Gupta showed a presentation, "Can Anything from SCSD Be Trusted?" where he documented his concerns about SCEF sharing "false and misleading information to raise funds"; He reviewed his Call to Action for the Board.

There were no further comments from the public.

#### **5. Comments**

##### **5.A. Employee Group Comments**

Minutes:

There were no employee group comments.

##### **5.B. Board Member Comments**

Minutes:

Trustee Nayfack stated that she had opportunity to see San Carlos Charter Learning Center Exhibition Day and encouraged other trustees to check out what they are doing.

Trustee Bergeron updated the Board on the recent SCEF meeting. SCEF raised over \$90K in the online auction already. The Gala is sold out, they have selected the president for next year, and have raised \$110k in sponsorships.

Trustee Farley stated that she is excited about ROPES presentations next week.

##### **5.C. Superintendent Comments**

Minutes:

Superintendent Baker stated that he is looking forward to a full week of ROPES projects next week.

#### **6. Consent Agenda**

Minutes:

Consent agenda items are those considered routine and for which general agreement among board members is expected, and as such do not need discussion before a vote. Unless a board member requests that an item be removed for discussion, the entire package is voted on at once without explanation or comments.

Motion to approve consent items 6a-f was made by Trustee Nayfack and motion was seconded by Trustee Elliott.

Vote: 5-0 (unanimously approved)

Kathleen Farley - YES

Nicole Bergeron - YES

Eirene Chen - YES

Michelle Nayfack - YES

Carol Elliott - YES

Motion carries.

**6.A. Approval of Wells Fargo Matching Gift Program - Heather School 1-28-2016**

**Motion Passed:** Approve acceptance of gift. Passed with a motion by Michelle Nayfack and a second by Carol Elliott.

Yes Nicole Bergeron  
Yes Eirene Chen  
Yes Carol Elliott  
Yes Kathleen Farley  
Yes Michelle Nayfack

**6.B. Approval of United Way Donation to SMART-E Preschool**

**Motion Passed:** Approve acceptance of gift. Passed with a motion by Michelle Nayfack and a second by Carol Elliott.

Yes Nicole Bergeron  
Yes Eirene Chen  
Yes Carol Elliott  
Yes Kathleen Farley  
Yes Michelle Nayfack

**6.C. Approval of MOU for student # 33 between SCSD and PVSD**

**Motion Passed:** Staff seeks Board approval of proposed MOU with Portola Valley School District. Passed with a motion by Michelle Nayfack and a second by Carol Elliott.

Yes Nicole Bergeron  
Yes Eirene Chen  
Yes Carol Elliott  
Yes Kathleen Farley  
Yes Michelle Nayfack

**6.D. Approval of Proposal to Prepare Developer Fee Justification Study**

**Motion Passed:** Approve the engagement of Schreder & Associates, Inc. to prepare developer fee justification study for SCSD. Passed with a motion by Michelle Nayfack and a second by Carol Elliott.

Yes Nicole Bergeron  
Yes Eirene Chen  
Yes Carol Elliott  
Yes Kathleen Farley  
Yes Michelle Nayfack

**6.E. Approval of obsolete SPED Tests to be discarded**

**Motion Passed:** Staff recommends Board approval of discard list as proposed by staff Passed with a motion by Michelle Nayfack and a second by Carol Elliott.

Yes Nicole Bergeron  
Yes Eirene Chen  
Yes Carol Elliott  
Yes Kathleen Farley

Yes Michelle Nayfack

#### **6.F. Approval of MOU for Student #16 between SCSD and Hillsborough**

**Motion Passed:** Staff recommends Board approval of MOU with Hillsborough School District Passed with a motion by Michelle Nayfack and a second by Carol Elliott.

Yes Nicole Bergeron

Yes Eirene Chen

Yes Carol Elliott

Yes Kathleen Farley

Yes Michelle Nayfack

### **7. Discussion Items**

#### **7.A. Technology Plan**

Minutes:

Director of 21st Century Learning and Educational Technology, Tom Keating, and Assistant Superintendent, Mary Jude Doerpinghaus, presented to Trustees the revised Technology Plan and the Technology Scope and Sequence. Trustees discussed extensively the format of the Technology Plan and the need for the Plan to be accessible to all stakeholders. The Technology Plan brings together many different standards and aligns with the Strategic Plan, LCAP and District Goals. Board provided feedback and direction for staff, focused on reducing and simplifying what is included and changing the overall format to be primarily in the form of a "chart", rather than lengthy prose. Consensus of the Board is for staff to bring back a revised version to the next meeting.

#### **7.B. Mapping and Calendar for District Goals and Priorities**

Minutes:

Superintendent Baker presented a draft of a process and timeline for completing high level priorities as established by the Board. Consensus of the Board is that this is a good working document and will be included as part of Agenda Setting for review at all future Board meetings.

#### **7.C. Board Policy 2121 - Superintendent's Contract**

Minutes:

Superintendent Baker and Assistant Superintendent Doerpinghaus presented a "first read" of the revised BP 2121 - Superintendent's Contract for Board discussion. Dr. Baker shared that the new language is already incorporated in his current contract as we were advised by legal counsel on the development of the contract. This policy will be brought back on consent with one minor change.

#### **7.D. 2nd Interim Budget Update**

Minutes:

Chief Operations Officer, Robert Porter, presented a Budget Update in preparation for 2nd Interim Budget Report. These updates included positive signs in the Governor's Budget proposal and expected increases in developer fees. Mr. Porter presented the changes in the budget since first interim which included decreases in personnel expenditures in Special Education. Mr. Porter recommended "exercising caution and maintaining the current course" with regard to budget planning. The Second Interim Budget is expected to be brought to the Board for approval at its March 10 meeting.

### **8. Discussion/Action Items**

#### **8.A. Approval of Additional 7-11 Committee**

**Motion Passed:** With the understanding that the Board will soon name another member to this

committee who will represent the Heather School community, move to appoint Murat Sumbal, Karen Clapper, and Tom Quiggle to the Surplus Property (7-11) Advisory Committee. Passed with a motion by Carol Elliott and a second by Michelle Nayfack.

Yes Nicole Bergeron  
Yes Eirene Chen  
Yes Carol Elliott  
Yes Kathleen Farley  
Yes Michelle Nayfack

Minutes:

Robert Porter, Chief Operations Officer, presented the new committee members to the 7-11 Surplus Property Advisory Committee. He stated that he is still working on a Heather area representative for the committee.

#### **8.B. Approval of Auditor**

**Motion Passed:** Approve Chavan & Associates, LLP to conduct the District's annual independent audit for fiscal year ending June 30, 2016. Passed with a motion by Eirene Chen and a second by Nicole Bergeron.

Yes Nicole Bergeron  
Yes Eirene Chen  
Yes Carol Elliott  
Yes Kathleen Farley  
Yes Michelle Nayfack

Minutes:

Robert Porter, Chief Operations Officer stated that following board policy and good business practices, that the District is looking to change to a new financial auditor. A "Request or Proposals" (RFP) was sent to three auditors. One of the 3 was selected. This auditor will be contracted for one year only, at this time, pending an evaluation of services rendered. Trustees thanked Mr. Porter and Ms. Milligan for their work.

#### **8.C. Approval of Board Policy and Administrative Regulation 5111.1 - District Residency**

**Motion Passed:** Staff recommends Board approval of proposed new BP 5111.1 and AR 5111.1 - District Residency Passed with a motion by Michelle Nayfack and a second by Carol Elliott.

Yes Nicole Bergeron  
Yes Eirene Chen  
Yes Carol Elliott  
Yes Kathleen Farley  
Yes Michelle Nayfack

Minutes:

Mary Jude Doerpinghaus, Assistant Superintendent presented revised AR 5111.1 - District Residency- for discussion and possible approval. Ms. Doerpinghaus stated that this is a completely new board policy, recommended by both the California School Boards Association (CSBA) and County Counsel. There were no questions or comments.

### **9. Agenda Setting**

Minutes:

Agenda items identified for future Board Meetings were:

- Developer Fees
- Committee Updates

#### **10. Announcement of Closed Session**

Minutes:

President Farley announced Closed Session.

#### **11. Public Comment of Closed Session Items**

Minutes:

There were no public comments pertaining to Closed Session Items.

#### **12. Adjourn to Closed Session**

Minutes:

President adjourned to closed session at 8:23PM.

#### **13. Closed Session**

##### **13.A. Public Employee Performance Evaluation - Superintendent Evaluation G.C. 54957**

#### **14. Reconvene to Open Session**

Minutes:

President Farley reconvened to Open Session.

#### **15. Report from Closed Session**

Minutes:

President Farley stated that there was nothing to report out from Closed Session.

#### **16. Adjournment**

Minutes:

President Farley adjourned the meeting at 8:47 PM.

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Signature

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Signature