

**BOARD OF TRUSTEES  
SARATOGA UNION SCHOOL DISTRICT  
Regular Board Meeting  
September 12, 2006**

**M I N U T E S**

Present: Cindy Ruby, Cathie Thermond, Shinku Sharma, Michael Gipe  
Absent: John Poo

**1. Call to Order**

The meeting was called to order at 5:30 p.m. by Board President Cindy Ruby.

**2. Closed Session**

Board members met in Closed Session for:

- 2.1 Personnel Report
- 2.2 Public Employee Discipline/Dismissal/Release
- 2.3 Public Employee Performance Evaluation – Title: Superintendent

**CLOSED SESSION – Personnel, Negotiations, Legal Matters**

Pursuant to State law (Section 54954.2), closed sessions are not open to the public and may only be held for collective bargaining discussion, employment or dismissal of an employee, disciplinary matters relative to student(s) or employee(s), meeting with legal counsel on pending or anticipated litigation, emergency situations, and other exceptions as provided by law, including Government Code sections 54957 and 54957.6.

**3. Open Session**

Board President Cindy Ruby called the meeting into Open Session and announced action taken in Closed Session.

A motion was made by Cathie Thermond and seconded by Shinku Sharma to approve the Personnel Report.

AYES: Ruby, Sharma, Thermond, Gipe  
ABSENT: Poo  
NOES: 0

**Personnel Report**

**New Hires**

Elizabeth Grant, is being recommended for the Tutorial Aide position at Redwood Middle School effective August 30, 2006.

Dominique Norton is being recommended for the 1 on 1 Aide position at Foothill Elementary School effective September 11, 2006.

Linda Rocha is being recommended for the long-term substitute Counselor at Redwood Middle School effective August 31, 2006 – January 2007.

**Resignation**

Peggy Garland, Special Education Instructional Aide is resigning effective August 30, 2006.

The Board President announced board members will return to Closed Session at end of meeting to continue discussion of Item 2.3 Public Employee Performance Evaluation – Title: Superintendent.

4. **Action/Consent Items**

- \*Approval of Agenda
- \*Approval of Minutes for August 29, 2006
- \*Approval of Warrants for August 2006

A motion was made by Michael Gipe and seconded by Shinku Sharma to approve the Action Consent Items.

AYES: Ruby, Sharma, Thermond, Gipe  
ABSENT: Poo  
NOES: 0

5. **Communications**

5.1 **Community Comments**

There were no comments from the community.

5.2 **Comments from Employee Groups**

There were no comments from employee groups.

5.3 **Comments from the Superintendent**

- Superintendent Lane Weiss invited board members to attend Back-to-School Nights scheduled over the next two weeks at all school sites. He expressed appreciation to students, teachers and parents for their enthusiasm in getting this school year off to a great start.
- Superintendent Weiss shared an article from the *Saratoga News* about new teachers featuring Sheridan Kurtz-Fenster, 4<sup>th</sup> grade teacher at Foothill School.
- Superintendent Weiss reported Gillian Sands, intern elementary school counselor, is working with staff in this new role. A letter will be sent out to staff introducing her and outlining her responsibilities. He thanked the Saratoga Education Foundation for providing funding for this new position.
- Superintendent Weiss has been notified that Redwood Middle School may qualify for the California Distinguished School nomination.

5.4 **Comments from the Board**

There were no comments from Board members.

6. **Action Items**

6.1 **Approval of J200 – 2005-06 Unaudited Actuals and 2006-07 Budget**

Chief Business Official Ellen Tipton presented the J200, 2005-06 unaudited actuals and the 2006-07 budget for board approval.

A motion was made by Cathie Thermond and seconded by Shinku Sharma to approve the J200 – 2005-06 Unaudited Actuals as presented.

AYES: Ruby, Sharma, Thermond, Gipe  
ABSENT: Poo  
NOES: 0

Superintendent Lane Weiss reviewed progress and recommendations in the following discussion areas:

Budget Recommendations: Top Priority Items Summary

- Approved August 29, 2006:
  - Emergency Supplies – up to \$36,000
  - Increase Tech Support to .25 FTE
  - Increase School Psychologist from 2.4 to 3.0 FTE
  - UPS Power Support at Foothill School - \$12,000
- Some one-time state funding may help with furniture and supplies. Funding sources will be coordinated to leverage dollars.
- Board members requested input from School Site Councils on their priorities, more input on state one-time funds and more information on the reserve fund.
- Superintendent Weiss reported the draft reserve policy model from Palo Alto Unified School District has now become a model for the state.

Board discussion:

- Eliminate one-time funding items for now
- Directed Superintendent Weiss to speak with the Foothill School Principal regarding specific needs for a Vice Principal – could also serve at the other K-5 sites as needed
- Consider Power School support for staff and a Vice Principal at the next meeting

Comments from the community:

- Mary Thomas, Librarian at Redwood Middle School spoke in favor of supplies for SEF funded programs.

Budget Reserve Policy

- Superintendent Weiss shared a packet of information with board members including: the draft SUSD District Reserve Policy, Basic Aid Reserve Policy Proposal – Elements to Consider, and information from School Services of California.

Emergency/Wellness Supplies – Update

- Superintendent Weiss met with Assistant Superintendent Louise Levy to discuss emergency/wellness supplies. A meeting will be scheduled with other members of the district's Wellness Committee to review a checklist from the Santa Clara County Office of Education and to look at a spending plan.

**6.2 Open Public Hearing: Textbooks or Instructional Materials**

Board President Cindy Ruby opened the Public Hearing for 2006-07 Sufficiency or Insufficiency of Textbooks or Instructional Materials as required by Education Code 60119 at 7 :20 p.m. The public was invited to send comments to the Saratoga Union School District Board of Trustees at 20460 Forrest Hills Drive, Saratoga, CA 95070 or to email comments to [board@saratogausd.org](mailto:board@saratogausd.org). Comments may also be sent to Superintendent Lane Weiss at the above address or by email to [lweiss@saratogausd.org](mailto:lweiss@saratogausd.org).

Superintendent Weiss shared information from a California School Board Association audio conference regarding textbook and instructional materials requirements. The Public Hearing will be closed on September 26, 2006.

**6.3 Approval of Resolution 310.9/06 – Establishing GANN Appropriation Limit Appropriating Revenue**

Chief Business Official Ellen Tipton reviewed the annual GANN Appropriations Limit and Appropriating Revenue and requested the board's approval of Resolution 310.9/06.

A motion was made by Cathie Thermond and seconded by Shinku Sharma to approve Resolution 310.9/06 – Establishing GANN Appropriation Limit Appropriating Revenue.

Roll Call Vote  
AYES: Ruby, Sharma, Thermond, Gipe,  
ABSENT: Poo  
NOES: 0

7. **Report Items**

7.1 **Redwood Middle School Service Above Self**

Superintendent Lane Weiss presented a draft proposal of a program called Service Above Self (SAS). This program would offer tutorial support, peer assistance, and interaction between middle school students and elementary school students on minimum days at the elementary schools. This program was developed by students at Redwood Middle School. Redwood Middle School students who attended the meeting included: Arya Parhar, Nina Mohanty, Allison Buchanan, Sedona Speedy, and Meera D'Costa.

Superintendent Weiss's power point presentation outlined the SAS program. Logistics to be worked out include: number of volunteer students who would participate, transportation, scheduling during school or after school, possible pilot plan at one K-5 school, how to encourage program participation for future 8<sup>th</sup> grade students, developing a budget, hiring a coordinator and finding space.

Board members expressed interest in keeping the momentum for the program going with a pilot program at one K-5 school site. A budget of up to \$2500.00 will be needed to start. The next SLCT minimum days are October 18 and 19, 2006. Superintendent Weiss will meet with Los Gatos – Saratoga Recreation and Education Department Director Steve Rauwolf, CBO Ellen Tipton, Redwood Middle School Principal Beth Polito and K-5 principals to work out details and will report back to the board.

7.2 **Overview of Board Policy and Administrative Regulations Process**

Superintendent Lane Weiss reviewed the components of board policies and administrative regulations in preparation for the board's review, revision, and updating of board policies in SUSD. He announced a new CSBA consultant has been assigned to work with SUSD.

Superintendent Weiss shared key components of policies from the *GAMUT Online* website which included Ed. Code, Legal Resources, Management Resources, Optional or Mandated, and references (*cf*). After the Board approves the updated policies they will be sent to CSBA and will be made available online.

8. **Communications**

8.1 **Community Comments**

Michele Tjin, Education Reporter from the *Saratoga News* was introduced.

9. **Future Agenda Items**

The Board discussed items for future agendas.

Board Policy/Action Discussion – September 26, 2006

New teachers – October 10, 2006

Williams Quarterly Report - October 10, 2006

Facilities Use Update Part I - October 10, 2006 and Part II - October 24, 2006

Testing Report (STAR, MARS, Writing\_ - November 28, 2006

Study Session on Special Education, Early Intervention – Mid-year workshop

Next meeting: September 26, 2006

10. **Adjourn to Closed Session**  
Board members adjourned to Closed Session to continue discussion of Item 2.3 – Public Employee Performance Evaluation – Title: Superintendent.
11. **Return to Open Session**  
Board President Cindy Ruby announced no action was taken in Closed Session
12. **Adjournment**  
The meeting was adjourned at 8:30 p.m.

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Clerk of the Board