



**BOARD OF TRUSTEES
SARATOGA UNION SCHOOL DISTRICT
Regular Board Meeting
March 13, 2007**

M I N U T E S

Present: Michael Gipe, Cindy Ruby, Pragati Grover, Jack Chang, Shinku Sharma

1. Call to Order

The meeting was called to order at 5:05 p.m. by Board President Michael Gipe. The public was given the opportunity to make community comments on any item on the closed session agenda.

There were no comments from the community.

2. Closed Session

Board members met in Closed Session for:

2.1 Hearing: Appeal of an administrative decision made on a constituent complaint

2.2 Personnel Report

2.3 Classified and Certificated Negotiations: Conference with Labor Negotiator Lane Weiss

3. Open Session

Board President Michael Gipe called the meeting into Open Session and announced action taken in Closed Session. The board heard an appeal of an administrative decision made on a constituent complaint. No action was taken and the board will return to Closed Session to continue discussion at the end of the meeting.

A motion was made by Shinku Sharma and seconded by Cindy Ruby to approve requests for leaves of absence for Mishelle Kiehl and Jennifer Woelfel, to approve new hire Somady Ang and to deny requests for leaves of absence for Kristen Barrett and Melanie Knight.

AYES: Gipe, Ruby, Grover, Chang, Sharma

NOES: 0

ABSTENTIONS: 0

Personnel Report

Leave of Absence

Kristen Barrett, 2nd Grade Teacher at Foothill Elementary School is requesting a leave of absence for the 2007-2008 school year.

Mishelle Kiehl, Kindergarten Teacher at Foothill Elementary School is requesting to extend her 40% medical leave for the remainder of the 06-07 school year.

Jennifer Woelfel, 1st Grade Teacher at Saratoga Elementary School is requesting a maternity leave effective April 17, 2007 through the remainder of the 2006-2007 school year.

Board President Michael Gipe announced the board will adjourn to Closed Session at the end of the meeting to continue their discussion and deliberation of the constituent complaint.

4. **Action/Consent Items**
- 4.1 Approval of Agenda
 - 4.2 Approval of Minutes for February 27, 2007
 - 4.3 Approval of Warrants for February 2007

A motion was made by Cindy Ruby and seconded by Shinku Sharma to approve the Action/Consent Items.

AYES: Gipe, Ruby, Grover, Chang, Sharma
NOES: 0
ABSTENTIONS: 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 encouraged all to attend Denise Pope's presentation *Stressed Out Kids*, March 14th, 7:00 p.m., Redwood Middle School Multipurpose Room
- The Junior Achievement Program will take place at Redwood Middle School on March 14th and 15th. He is grateful to parents and staff for this growing program.
- The Math Advisory Committee met March 8th. They will be looking at the California State Mathematics Framework, middle school and high school mathematics programs, communication, role of board, staff, and parents, instructional materials and assessment. There is a broad range of viewpoints on the committee and good dialogue. Recommendations to board will be made in the spring. All parents who applied for the committee were accepted.
- Redwood Middle School Visitation Day took place today. Fifty parents participated with student/parent led tours, opportunities to talk with administrators and parents.
- SEF is beginning to plan for the 2007-08 Major Grant.
- Superintendent Weiss thanked Board President Michael Gipe and Board Clerk Cindy Ruby for attending the CSBA Masters in Governance workshop on March 3rd. The topic for this workshop was Human Resources.
- Superintendent Weiss reported there have been concerns expressed regarding charges for facilities use at the high school for the Redwood Middle School musical. There will be senior staff and board discussion about cost issues. The new Facilities Use Policy will be reviewed by the board and groups involved will be invited to attend.
- Superintendent Weiss thanked principals for their great work and thanked parents for demonstrating their appreciation in such wonderful ways to our principals this past week.
- Curriculum maps in the areas of mathematics and science were distributed and will be posted on the district website and shared with parents.
- Board President Michael Gipe's birthday was celebrated with a song and cake.

5.4 **Comments from the Board**

- Board Secretary Pragati Grover attended the Principals' meeting where Denise Pope presented and is encouraging parents to attend her presentation on *Stressed Out Kids* on March 14th.
- Board Secretary Pragati Grover attended the Education Summit with Superintendent Weiss on March 8th at Cisco where they heard John Chambers speak on technology in education.

- Board President Michael Gipe reported that the California School Boards Association is calling for workshop presentations for their December 2007 conference in San Diego, California. He would like board members to consider presenting a workshop on SUSD focus goals of writing or mathematics. He would like board members to send him their suggestions for a presentation. The deadline is April 11th and this will be agendaized on the March 27th board meeting.

6. **Spotlight**

Principal Diane Smalley introduced parents and students who highlighted the upcoming musical *Charlotte's Web*. This is the first California Theatre Center production held at the school and performances will be Friday, March 16th at 6:00 p.m. and Saturday, March 17th, at 3:00 p.m. Parent volunteers attending the meeting were Claudia Bowen-Campbell, Melanie Guzzo, and Pat Belotti. Student performers James Guzzo, Jack McCarthy, Neesha Malik, Lauren Belotti and Bronwen Bowen performed a scene from the musical.

Board members expressed their appreciation to the students and parents for their presentation.

7. **Action/Report Items**

7.1 **Public Hearing for Saratoga Union School District and the Saratoga Classified Association Initial Proposals for Negotiations for 2006-07**

The initial proposal, announcing areas of the contract open (Article XI Compensation, Article VIII Terms of Employment, Work Week, and Overtime) for negotiations with the Saratoga Classified Association, was presented. A Public Hearing was opened at 7:14 p.m. by Board President Michael Gipe and will provide an opportunity for community responses. The public was invited to send comments or suggestions in writing to the Superintendent or Board of Trustees, at the Saratoga Union School District Office, 20460 Forrest Hills Drive, Saratoga, CA 95070. The Public Hearing will be closed at the board meeting on March 27, 2007. The Board will then be asked to accept the proposal along with any additions.

A motion was made by Shinku Sharma and seconded by Cindy Ruby to open a Public Hearing for initial proposals for negotiations for 2006-07.

AYES: Gipe, Ruby, Grover, Chang, Sharma
 NOES: 0
 ABSTENTIONS: 0

7.2 **Public Hearing: Disclosure of District and STA's Initial Proposals for the 2007-2008 contract, specifically for: -Article XVI – Health and Welfare Benefits –**

The district proposes to negotiate fair and equitable adjustments in compensation (Health and Welfare benefits), consistent with the District's ability to pay now and in the future, and the reality of state and local economies.

Pursuant to Government Code section 3547, a public hearing is being held to provide the public an opportunity for input into the negotiations process. Board President Michael Gipe opened the public hearing at 7:16 p.m.

A motion was made by Pragati Grover and seconded by Cindy Ruby to open a Public Hearing for Disclosure of District and STA's Initial Proposals for the 2007-2008 contract, specifically for: -Article XVI – Health and Welfare Benefits.

AYES: Gipe, Ruby, Grover, Chang, Sharma
 NOES: 0
 ABSTENTIONS: 0

7.3 Budget/Staffing Request

Director of Special Education

Superintendent Lane Weiss presented a staffing/budget request for a new administrative position, Director of Special Education. A position announcement, job description and salary range were discussed. It is requested that the general fund pay for this position. The position would be posted immediately and be advertised in EdJoin and EdCal.

Chief Business Official Ellen Tipton reported that the burden to budget would not exceed \$50,000 and assumptions regarding areas of savings include a projected loss in the number of non-public school students and a benefit in having a full time director.

A motion was made by Cindy Ruby and seconded by Shinku Sharma to approve a new administrative position of Director of Special Education.

AYES: Gipe, Ruby, Grover, Chang, Sharma
NOES: 0
ABSTENTIONS: 0

7.4 Approval of Ed. Code Assignments/Single Subject Credentialed Teachers at Redwood Middle School in Accordance with Education Code Section 44258.3

In order to comply with Education Code 44258.3 and Board Policy 2225, teachers whose credentials do not fully cover the subject matter they teach at the middle school may comply under certain Education Code sections. Board approval is requested to bring the District into full compliance. These teachers have given their consent to their assignments for the 2007-08 school year.

A motion was made by Shinku Sharma and seconded by Cindy Ruby to approve Ed. Code Assignments/Single Subject Credentialed Teachers at Redwood Middle School as listed below in accordance with Education Code Section 44258.3.

Elizabeth Belles	7 th Grade Core	English
Marie Bordeleau	8 th Grade Core	English
James Conn	8 th Grade Core	English
Pam Demertzis	7 th Grade Core	Social Science
Jason Engilis	Video	Arts
Alexis Nesper	8 th Grade Core	English

AYES: Gipe, Ruby, Grover, Chang, Sharma
NOES: 0
ABSTENTIONS: 0

7.5 Protocol Worksheet

Board President Michael Gipe collected Board protocol worksheets that were distributed to board members at their workshop in February.

7.6 Report on Articulation with Saratoga High School

Superintendent Lane Weiss and Assistant Superintendent Louise Levy reported on articulation between the Saratoga Union School District and the Los Gatos-Saratoga Joint Union High School District.

Superintendent Weiss met with Los Gatos-Saratoga Joint Union High School District Superintendent Cary Matsuoka, Saratoga High School Principal Jeff Anderson and

Saratoga High School Vice Principal Gail Wasserman. Areas of common interest include mathematics and world languages, exchange of assessment information, tracking student progress, use of student data, social/emotional literacy, character education and communication. 95% of Redwood Middle School students attend Saratoga High School.

Assistant Superintendent Louise Levy reported on her work with Holly Wade, Director of Special Education at the Los Gatos-Saratoga Joint Union High School District. Year long meetings have opened up many areas of common interest in a collaborative process. Three sub-committees comprised of Special Ed. staff have studied 504 plans, differentiated instruction, and assessment.

7.7 2007-08 SUSD Calendar

Superintendent Lane Weiss and Executive Assistant Kathy Devich reported on progress on gathering input on the 2007-2008 school year calendar. The board was asked for input on a final draft of the calendar. A draft 2007-2008 calendar with a school start date of August 23, 2007 and last day of school on June 11, 2008 will be presented to the board for action at the March 27, 2007 board meeting. Principals, Presidents' Council, Saratoga Teachers' Association and Saratoga Classified Association have been asked for input.

7.8 Second Reading Board Policy Revision – 3000 Series – Business and Non-Instructional Operations

Superintendent Lane Weiss presented a draft of the Series 3000 – Board Policies - Business and Non-Instructional Operations for Second Reading. These policies will be presented for approval at the March 27, 2007 board meeting.

These policies have been reviewed by Superintendent Weiss and Chief Business Official Ellen Tipton. Three changes were recommended:

- AR3100 A change to read “residents and staff”
- BP3310 add “or an invoice”
- AR3515(b) campus security – keys – add procedures for signing out keys and agreement on re-key guidelines if a master key is lost

Administration will write a more explicit set of regulations regarding keys. A Third Reading will be scheduled on reading March 27, 2007.

7.9 Santa Clara County Board of Supervisors Request for Input

The Santa Clara County Board of Supervisors request input regarding a Resolution to Consolidate from the Saratoga Fire Protection District requesting that their regularly scheduled election date for governing board members be changed from November of odd years to November of even years. Superintendent Weiss reported potential savings in future elections and was directed by the board to send a letter in support of the request to the Santa Clara County Board of Supervisors.

8. Communications

8.1 Community Comments

Assistant Superintendent Louise Levy reported attending the graduation ceremony for the Community Emergency Response Team (CERT) sponsored by the City of Saratoga and the Santa Clara County Fire Department. Forty citizens committed to 8 weeks of training as part of the emergency response team for the community.

9. **Future Agenda Items**

The Board discussed items for future agendas:

- Approval of 2007-08 Calendar
- Approval of 2006-07 Contract for Audit Report
- Third Reading - Board Policy Revision – 3000 Series – Business and Non-Instructional Operations
- CSBA Workshop Proposal
- Budget Update
- Committee Reports
- Update on *Minds of Boys*

Next meeting: March 27, 2007
District Office Conference Room

10. **Adjourn to Closed Session**

Board members adjourned to Closed Session to continue discussion on the appeal of an administrative decision made on a constituent complaint.

11. **Return to Open Session**

Board President Michael Gipe reported action taken in closed session.

A motion was made by Jack Chang and seconded by Pragati Grover to uphold the administration's decision on the constituent complaint heard in closed session.

AYES: Gipe, Ruby, Grover, Chang, Sharma

NOES: 0

ABSTENTIONS: 0

12. **Adjournment**

The meeting was adjourned at 9:20 p.m.

Clerk of the Board