

Santa Barbara School Districts

Board of Education Meeting Minutes

Special Meeting – Friday, March 18, 2008

720 Santa Barbara Street Santa Barbara, CA 93101 (805) 963-4338 www.sbsdk12.org

Board Members In Attendance

Laura Malakoff, President
Kate Parker, Vice President

Annette Cordero, Member
Robert Noël, Member

Board Members Absent

Nancy Harter, Member

REGULAR SESSION

A.1 Call to Order

Board president Malakoff called the meeting to order at 3:35 p.m.

A.2 Pledge of Allegiance

Board president Malakoff led the pledge.

A.3 Spanish Translation

Alma Flores was present to provide Spanish translation.

A.4 Headsets for Hearing Impaired

Board president Malakoff announced that headsets were available for the hearing impaired.

A.5 Public Comments

None

CONSENT AGENDA

A motion was made by board vice president Parker to approve all items on the consent agenda. Seconded by board member Cordero.

Motion passed. Vote: 4-0-1 / Ayes: 4 (Cordero, Malakoff, Noël, Parker) / Noes: 0 / Absent: 1 (Harter)

B.1 Approval of an Addition to 2007-08 School Attendance Review Board (SARB) List of Nominees

B.2 Revisions to the Districts Flexible Benefit Plan

ACTION AGENDA

C.1 Approval of the Santa Barbara School Districts' Independent Audit Report for the Period Ending June 30, 2007

Brian Ruff of Vavrinek, Trine, Day and Company, LLP presented the 2006-07 fiscal year audit.

A motion was made by board vice president Parker to approve the Santa Barbara School Districts' Independent Audit Report for the period ending June 30, 2007. Seconded by board member Cordero.

Motion passed. Vote: 4-0-1 / Ayes: 4 (Cordero, Malakoff, Noël, Parker) / Noes: 0 / Absent: 1 (Harter)

C.2 Approval of Side Letter of Agreement for the Retirement Incentive Plan for Certificated Employees for 2007-08

Kris Robertson, director of personnel, presented the item and stated a retirement incentive survey was sent to teachers in February that described a proposed plan that would go before the board for approval if there were 25 or more interested participants. Ms. Robertson stated there were approximately 52 teachers interested and surveys were still being received after the deadline.

Board member Noël requested the side letter of agreement be reviewed by legal counsel. Board vice president Parker requested adding "25 or more" in the first sentence after the word "for" and before the word "certificated."

Public Comments:

- Layne Wheeler spoke in support of the retirement incentive plan.

A motion was made by board member Cordero to approve the side letter of agreement for the retirement incentive plan for certificated employees for 2007-08. Seconded by board vice president Parker. Motion passed. Vote: 3-1-1 / Ayes: 3 (Cordero, Malakoff, Parker) / Noes: 1 (Noël) / Absent: 1 (Harter)

Board member Noël stated he was in support of the program but felt the board violated one of its own policies.

CONFERENCE AGENDA

D.1 Discussion and Possible Revision of Board Focus Goals to Determine and Prioritize 2008-09 Goals and Objectives

Board president Malakoff stated spring would be a more appropriate time to discuss the mission statement and goals.

Public Comments:

- Denice Adams spoke in favor of looking at the outcomes of the focus goals.
- Mariane Azdril spoke in favor of increasing fine arts, performing arts, and music in schools.
- Kieran Dunne spoke in favor of music instruction.
- Jason Nam spoke in favor of music instruction.
- Kristin Cothorn spoke in favor of music in the schools.
- Rhonda Spiegel spoke in favor of music in the schools.

D.2 First Reading of Revised Board Policies on Business and Noninstructional Operations, 3000 Series

Delete Old Policies

BP 3000	Business Management Goals
BP 3001	Fiscal Accountability
AR 3001	Fiscal Accountability
BP 3230	Supplementary Financial Aid
AR 3230	Supplementary Financial Aid
BP 3271	Disposal of Surplus Property
BP 3292	Authority for Investment of Funds
BP 3293	Grant Development and Implementation
AR 3293	Grant Development and Implementation
BP 3310	Expenditures and Expending Authority
AR 3310	Purchasing Requisitions/Purchase Orders
BP 3311	Computer Hardware & Software Procurement
AR 3311	Computer Hardware & Software Procurement
BP 3312	Contracts
BP 3314.4	Purchase of Fluid Milk and Associated Dairy Products
BP 3315	Advertising for Bids
AR 3315	Advertising for Bids
BP 3326.2	Revolving Cash Funds
AR 3326.2	Revolving Cash Funds

BP 3326.3	Financing of Secondary School Band Uniforms
BP 3511	Water and Emergency Conservation
AR 3511	Water and Emergency Conservation
BP 3511.1	Hazard Communication Program
BP 3513.3	Tobacco-Free Schools
AR 3513.3	Tobacco-Free Schools
BP 3514.2	Integrated Pest Management
AR 3514.2	Integrated Pest Management
BP 3515.5	Workplace Violence
BP 3516	Emergencies and Disaster Preparedness Plan
AR 3516	Emergencies and Disaster Preparedness Plan
BP 3517.1	Control of Keys
AR 3517.1	Procedure Regarding Keys
AR 3521.1	Priority of Work Requests
AR 3521.2	Authorization of Work Requests
BP 3541.26	Providing for a Reduction in the Cost of Bus Transportation for Needy Students within the High School District
AR 3541.26	Providing for a Reduction in the Cost of Bus Transportation for Needy Students within the High School District
AR 3542.1	Operation of Cafeterias
BP 3542.421	Furnishing of Free Meals to Needy Pupils
AR 3542.421	Furnishing of Free Meals to Needy Pupils
E 3542.421	Furnishing of Free Meals to Needy Pupils
BP 3542.5	Competitive School Food/Beverage Sales
AR 3542.5	Competitive School Food/Beverage Sales
BP 3550	Food Service/Child Nutrition Program
AR 3550	Food Service/Child Nutrition Program
BP 3553	Free and Reduced Price Meals
AR 3553	Free and Reduced Price Meals
BP 3554	Other Food Sales
AR 3554	Other Food Sales
BP 3581.1	Property Control
AR 3581.1	Property Control and Elementary Standard Equipment Allowances
AR 3581.2	Property Accounting and Control: Licensing, Registering and Record Keeping of District Vehicles
BP 3581.4	Personal Use of District Equipment, Supplies, Materials and Facilities
AR 3581.4	Personal Use of District Equipment, Supplies, Materials and Facilities
BP 3585	Reimbursement for Loss, Destruction or Damage of Personal Property
AR 3585	Reimbursement for Loss, Destruction or Damage of Personal Property
BP 3586	Smoking at Districts' Facilities
AR 3586	Smoking at Districts' Facilities

Replace with New or Revised Policies

BP 3000	Concepts and Roles
BP 3001	Fiscal Accountability
AR 3001	Fiscal Accountability
E 3001	Fiscal Accountability
BP 3100	Budget
AR 3100	Budget
AR 3110	Transfer of Funds
BP 3111	Deferred Maintenance Funds
BP 3220.1	Lottery Funds
BP 3260	Fees and Charges
AR 3260	Fees and Charges
BP 3270	Sale and Disposal of Books, Equipment and Supplies
AR 3270	Sale and Disposal of Books, Equipment and Supplies
BP 3280	Sale, Lease, Rental of District-Owned Real Property
AR 3280	Sale, Lease, Rental of District-Owned Real Property
BP 3290	Gifts, Grants and Bequests
BP 3300	Expenditures/Expending Authority
BP 3311	Bids
AR 3311	Bids
BP 3312	Contracts
BP 3312.2	Educational Travel Program Contracts
AR 3312.2	Educational Travel Program Contracts
BP 3314	Payment for Goods and Services
AR 3314	Payment for Goods and Services
BP 3314.2	Revolving Funds
BP 3320	Claims and Actions Against the District
AR 3320	Claims and Actions Against the District
E 3320	Claims and Actions Against the District
BP 3350	Travel Expenses

BP 3360	Classroom Expenses
BP 3400	Management of District Assets/Accounts
AR 3400	Management of District Assets/Accounts
BP 3430	Investing
AR 3440	Inventories
AR 3451	Petty Cash Funds
BP 3452	Student Activity Funds
BP 3460	Financial Reports and Accountability
AR 3460	Financial Reports and Accountability
BP 3511	Energy and Water Conservation
AR 3511	Energy and Water Conservation
BP 3511.1	Integrated Waste Management
AR 3511.1	Integrated Waste Management
AR 3512	Equipment
E 3512	Equipment
BP 3513.3	Tobacco-Free Schools
AR 3513.3	Tobacco-Free Schools
BP 3514	Environmental Safety
AR 3514	Environmental Safety
BP 3514.1	Hazardous Substances
AR 3514.1	Hazardous Substances
AR 3514.2	Integrated Pest Management
AR 3515	Campus Security
BP 3515.2	Disruptions
AR 3515.2	Disruptions
BP 3515.4	Recovery for Property Loss or Damage
AR 3515.4	Recovery for Property Loss or Damage
BP 3515.5	Sex Offender Notification
AR 3515.5	Sex Offender Notification
AR 3515.6	Criminal Background Checks for Contractors
BP 3516	Emergencies and Disaster Preparedness Plan
AR 3516	Emergencies and Disaster Preparedness Plan
AR 3516.1	Fire Drills and Fires
AR 3516.2	Bomb Threats
AR 3516.3	Earthquake Emergency Procedure System
BP 3516.5	Emergency Schedules
BP 3517	Facilities Inspection
BP 3530	Risk Management/Insurance
AR 3530	Risk Management/Insurance
BP 3531	Reimbursement for Theft, Intentional Destruction or Damage to Personal Property
AR 3531	Reimbursement for Theft, Intentional Destruction or Damage to Personal Property
BP 3540	Transportation
AR 3540	Transportation
AR 3541	Transportation Routes and Services
AR 3541.1	Transportation for School-Related Trips
E 3541.1	Transportation for School-Related Trips
BP 3541.2	Transportation for Students with Disabilities
AR 3541.2	Transportation for Students with Disabilities
AR 3542	School Bus Drivers
BP 3550	Nutrition Service/Child Nutrition Program
BP 3551	Nutrition Service Operations/Cafeteria Fund
AR 3551	Nutrition Service Operations/Cafeteria Fund
BP 3553	Free and Reduced Price Meals
AR 3553	Free and Reduced Price Meals
BP 3554	Other Food Sales
AR 3554	Other Food Sales
BP 3580	District Records
AR 3580	District Records
BP 3600	Consultants

Board member Noël requested that “and/or renew” be included in the first sentence of page 45, after the word “into” and before “contracts.”

Board members requested adding language in an additional paragraph after the last paragraph on page 33 to suspend approval in the event of a budget freeze.

Eric D. Smith, deputy superintendent of business services, requested replacing “assistant superintendent of business services” with “deputy superintendent of business services” throughout all documents.

Board member Noël left the proceedings for the remainder of the meeting.

Board president Malakoff requested the removal of "effective July 1, 2007" on page 45.

Board vice president Parker stated page 50 and 51 are duplicates and requested removal of one of the pages.

Board members requested adding additional language on page 82 under "Fund-Raising Events" to refer to the Wellness Policy.

Mr. Smith requested adding "and multi-year projections" in the fourth paragraph on page 84, after the word "reports" and before the word "to."

Board president Malakoff requested adding "with doors shut" at the end of item "g" on page 94, after the word "degrees."

Board vice president Parker requested more clarity in the third and fourth paragraphs of page 104 about students, employees, and visitors.

Board member Cordero requested language to be added in the first paragraph of page 106 so communication would be clear in English and Spanish.

David Hetyonk, director of facilities and operations, requested replacing "changing" in item number two on page 109, with "at those times when the area is not occupied."

Mr. Hetyonk requested replacing "Committee" on page 117 in line number 8 with "Coordinator."

Mr. Hetyonk requested additional language on page 123 stating employees would be prohibited from issuing district keys to non-employees.

Board president Malakoff inquired about the notification to other parents/guardians when a parent is identified as a sex offender in regards to page 133. Michael Gonzalez, director of compliance and categorical programs, advised seeking legal counsel.

Board member Cordero requested more clarity about the language on page 142 under item "c."

Board vice president Parker stated the first sentence in the last paragraph of page 162 is an incomplete sentence and requested more clarity.

Board president Malakoff and board vice president Parker requested reviewing all of page 163.

Board vice president Parker requested adding the district office phone number at the end of the last sentence on page 170.

Brian Sarvis, superintendent, requested adding a bus pass policy.

Board member Cordero requested more clarity about "(one only)" in number 3 on page 207, under item "a."

Board member Cordero inquired about the word "shall" in the second paragraph of page 25 and recommended replacing it with the word "may." Mr. Hetyonk stated it could be part of the education code and if so, would not be able to be replaced. Mr. Smith requested the second and third paragraphs be switched.

Superintendent Sarvis stated that board member Harter emailed the following corrections:

- recommended an accompanying administrative regulation to board policy 3360 on page 73;
- add a number 6 to say, "Work with staff and student's to educate them on why it is important to reduce waste and how to accomplish waste production";

- incorporate the new Wellness Policy into board policies and administrative regulations 3350-3354.

D.3 First Reading of Revised Board Policies on Facilities, 7000 Series

Delete Old Policies:

BP 7211.1	Selecting and Compensating Architects
BP 7215	Fundraising for the Purpose of Augmenting Bond Funds
AR 7215	Fundraising for the Purpose of Augmenting Bond Funds
BP 7221	Selection of School Sites
BP 7310	Naming of Facility
AR 7310	Lease of Surplus Space in Operating Schools
BP 7421.1	Fair Employment Practices, General Condition of Contract Specifications
AR 7421.1	Implementation of Fair Employment Practices Required of General Contractors

Replace with New or Revised Policies:

BP 7000	Concepts and Roles
BP 7110	Facilities Master Plan
AR 7111	Evaluating Existing Buildings
BP 7131	Relations with Local Agencies
BP 7140	Architectural and Engineering Services
AR 7140	Architectural and Engineering Services
BP 7150	Site Selection and Development
AR 7150	Site Selection and Development
AR 7160	Charter School Facilities
BP 7210	Facilities Financing
BP 7211	Developer Fees
AR 7211	Developer Fees
BP 7214	General Obligation Bonds
AR 7214	General Obligation Bonds
BP 7215	Fundraising for the Purpose of Augmenting Bond Funds
AR 7215	Fundraising for the Purpose of Augmenting Bond Funds
BP 7310	Naming of Facility

Board vice president Parker requested clarity in the first paragraph of page 17 to replace “district school” with “school in the elementary district if the charter is chartered by the elementary district, or a school in the high school district if the charter is chartered by the high school district.”

Board vice president Parker stated there have been changes since Proposition 39 and requested updating page 18. Superintendent Sarvis stated legal counsel would review it.

Mr. Hetyonk requested the addition of a sentence after the last sentence on page 20 to state, “A Facility Use Agreement between the district and charter school shall outline the location of the facilities, those authorized to perform maintenance alterations, additions, or deletions to the facilities and those responsible for custodial and grounds functions.”

E. Adjournment

There being no further business, the meeting was adjourned to closed session at 5:52 p.m.

Attest:

Laura Malakoff, President
Board of Education

Adopted by Santa Barbara School Districts Board of Education
on April 22, 2008

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