

Montecito Union School District
Regular Board of Trustees Meeting Minutes
September 20, 2011

Present: Mr. Brett Matthews, President, Mrs. Gwyn Lurie, Clerk, Mrs. Deborah Fuss, Ms. Mary Kirkhart, Mrs. Mary Morouse, Members

Staff: Mrs. Tammy Murphy, Superintendent, Ms. Virginia Alvarez, Director of Business, Mr. Nick Bruski, Chief Academic Officer, Mr. Dave Williams, Dean of Students

Board President, Mr. Matthews called the meeting to order at 6:00p.m

Correspondence

The Board Members reported that they received correspondence regarding the 5th grade trip.

Recognition of Accomplishments

The Board and District Administration recognized and thanked Miss Sydney Morgan for her outstanding service to Montecito Union School.

Review of Values and Norms

The Board revisited the values and norms that were approved on February 2011.

Mrs. Morouse moved to keep the values and norms as approved on February 2011 for the 2011-2012 school year. Mrs. Lurie seconded. Motion carried 5-0.

2010-2011 Standardized Testing and Reporting (STAR) Presentation

Mrs. Murphy and Mr. Bruski presented the 2010-2011 STAR Test results.

Both, Mrs. Murphy and Mr. Bruski acknowledged MUS students and staff for the outstanding results. The school achieved an Academic Performance Index score of 960. It is the highest score in the school's history and the highest in Santa Barbara County. Montecito Union school ranks 112 out of the similar schools in California. This places Montecito in the top 2% of the State.

Mr. Bruski explained how test data is used to shape curriculum and teaching methods to support all students and provide assistance to those students who might need additional support in certain areas.

Mr. Bruski also reported that overall 91% of MUS students scored in the proficient category. The test data is also useful to analyze the educational program and to help implement programs for continuous improvement.

Mr. Glanville spoke to the Board regarding the STAR test results.

Field Trip and Enrichment Master Calendar 2011-2012

Mr. Bruski explained the instructional value of the field trips and enrichment activities as he presented the 2011-2012 MUS Field Trip and Enrichment Master Calendar.

Mrs. Morouse moved to approve the Field Trip and Enrichment Master Calendar as presented with the exception of the Williamsburg trip since it will be discussed separately. Mrs. Lurie seconded. Motion carried 5-0.

Local Education Agency Plan (LEAP)

Mrs. Murphy explained that school districts are required to create and maintain a Local Education Agency Plan in order to be in compliance with the categorical funding requirements.

Mr. Bruski presented the MUS LEAP plan which includes measures of student performance per the No Child Left Behind Act. Mr. Bruski also explained that the LEAP is a tool the State uses to monitor how the school is using the categorical funds it receives.

Mr. Glanville spoke to the Board regarding the LEAP.

Mrs. Lurie moved to approve the Local Education Agency Plan as presented. Ms. Kirkhart seconded. Motion carried 5-0.

2011-2012 Emergency Plan

Mr. Williams presented the updated 2011-2012 Montecito Union School Safety/Emergency Plan.

Mr. Williams informed the Board that the annual disaster drill will be held on October 20th. Parent observes participate in the drill and provide feedback that is used to update the plan as necessary.

Mr. Williams also informed the Board that MUS held a trial run simulating an emergency with all 2nd grade students for emergency pick up last spring.

Ms. Crossland spoke to the Board regarding the Emergency Plan

Mrs. Lurie moved to approve the Emergency Plan as presented. Mrs. Fuss seconded. Motion carried 5-0.

Approval of Job Description Update of After-School Program Coordinator

Mrs. Murphy explained that one of the goals of the administration is to update and or prepare job descriptions for all positions at MUS. Positions that have been updated to date include the Chief Academic Officer, Dean of Students, School Administrative Assistant and Senior Accountant. The After-School Program Coordinator job description is presented for approval.

Ms. Lurie pointed out that the first bullet on page 2 of the job description ought to read: Help design a financial sustainability plan for the After-School Program.

Mrs. Fuss moved to approve the job description as modified. Ms. Kirkhart seconded. Motion carried 5-0.

Resolution 11/12-05: To Adopt the GANN Limit

Ms. Alvarez explained to the Board that the GANN limit is a requirement per the California Constitution. The Gann limit is intended to constrain the growth in state and local government spending by linking year-to-year changes in expenditures to changes in inflation. The Gann limit only constrains the appropriations from state and local tax sources. Federal and local aid as well as nontax income is excluded.

Ms. Kirkhart moved to approve resolution 11/12-05 to Adopt the GANN Limit as presented. Mrs. Fuss seconded. Motion carried 5-0.

Reserve Policy Discussion

Mrs. Murphy presented an update regarding research for an MUS reserve policy. She informed the Board that she and Ms. Alvarez have a conference call scheduled with School Service of California next week to obtain further information.

Board Reports

Mrs. Fuss presented an update regarding Montecito Educational Foundation's (MEF) meeting. She reported that the fund raising campaign is on its way and its goal is to raise \$150,000 by December 16, 2011.

Ms. Kirkhart reported that the PTA goals will be posted on the MUS website

Ms. Crossland spoke to the Board regarding MEF.
Ms. McCafferty spoke to the Board regarding fund raising.

2011-2012 5th Grade Trip to Philadelphia, Washigton, D.C. and Williamsburg

Mrs. Murphy explained to the Board that for 19 years the MUS 5th graders have taken a trip to Philadelphia, Washington, D.C. and Williamsburg, Virginia. In October 2010, the Board approved the trip and requested that the following be implemented prior to the 2011 trip:

- a.) Review and evaluate the time when the trip is taken. Could it be moved to Spring Break?
- b.) The curriculum value of the trip.
- c.) An evaluation of the curriculum for those students who do not go on the trip.
- d.) The affordability of the trip and other trip alternatives.
- e.) Institute a process in which all chaperones are fingerprinted.
- f.) Work with PTA to seek additional funding for scholarships if necessary.

Mrs. Murphy reported that all of the above requests have been met. A parent survey was conducted and the results revealed there is no interest in taking the trip during spring break.

The 5th grade team carefully selects the trip itinerary to match the curriculum they been teaching during the school year.

All chaperones are fingerprinted and the District covers the costs.

A scholarship request process was approved by the Board last school year and implemented immediately.

The affordability of the trip for all families remains a concern. An anonymous survey was sent to all 5th grade parents. The survey demonstrates that parents value the trip, however, some parents have expressed concern regarding the cost of the program. The cost is potentially \$5,000 per family if the parent accompanies the child.

The Board agreed to hold a study session regarding the trip to include all interested parties. A plan for the 12/13 trip should be in place by February 2012. The study session will include topics such as alternative funding methods like fund raising for the trip and other trip alternatives.

Mr. Glanville, Ms. Crossland, and Mr. Bower spoke to the Board regarding the 5th grade trip.

Mrs. Kirkhart moved to approve the 2011-2012 trip pending approval of additional possible funding for scholarships from PTA and the commitment to a process to review the trip and make a recommendation for the 12/13 school year. Mrs. Lurie seconded. Motion carried 4-1. Mrs. Morouse opposed.

2010-2011 Unaudited Actuals, All Funds

Ms. Alvarez presented a detailed explanation of the Montecito Union School District Unaudited Actuals, 2010-2011 of all District funds. She reported that Montecito Union ends the 2010-2011 school year in a healthy financial situation. The cost-saving methods implemented, along with the one-time Federal Jobs funds, the State's postponement of fair-share reduction take backs, and the special education litigation not settled in 10-11 resulted in total expenditures of \$9,031,934 and total revenues of \$10,195,500.

Mrs. Murphy and Ms. Alvarez recommended that the surplus be designated as follows:

Fund 20 – OPEB - \$95,000 Fund 17: \$250,000 Special Education and \$250,000 towards the retirement incentive and \$298,867 towards the 21st century classrooms (technology), Fund 40: \$200,000 towards the Facilities Master Plan.

Mrs. Morouse moved to approve the 2010-2011 Unaudited actuals with the reserve designations as presented. Ms. Kirkhart seconded. Motion carried 5-0.

Community Forum Discussion

Mrs. Lurie presented the concept of holding a community forum to include community members who do not have children at MUS. She stated that it could be a channel to extend the concept of professional learning communities beyond the school. For example, MUS could start a speakers' series by sponsoring and inviting parents from the MUS community and the greater community.

Mrs. Murphy and Mrs. Lurie will continue discussions relating to this topic.

Superintendent's Report

Mrs. Murphy presented an update regarding the Request for Qualifications for architectural and engineering services for a facilities master plan for the Montecito Union School District. She reported that four firms were selected by the committee to interview. The interviews will be held on September 22. A recommendation for a firm will be made to the Board at the October 18, 2011 meeting.

Consent Agenda

Regular Board Meeting Minutes – August 30, 2011
Warrants, August 12, 2011-September 2, 2011
Inter-District Transfers
Resolution 11/12-6 Authorized Signatures

Ms. Kirkhart moved to approve the consent agenda as presented. Mrs. Fuss seconded. Motion carried 5-0.

Evaluation of Meeting and Governance 2011-1012 Workshop Planning

Evaluation of Meeting and Governance 2011-1012 Workshop Planning

The Board members evaluated the meeting and adherence to values and norms.

It was agreed that for future Board of Trustees Meetings, items that include staff presentations will be placed at the beginning of the agenda.

Mrs. Murphy will contact Mrs. Namita Brown to discuss possible dates to hold the Governance Workshop. Dates will be sent to the Board members.

Adjournment

Meeting was adjourned at 9:30 p.m.

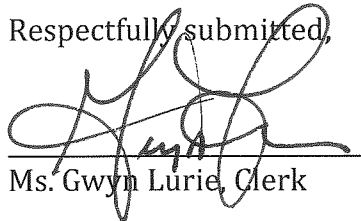
Board President, Mr. Matthews announced the Board was going into closed session to consider the following:

Public Employee Performance Evaluation: Goal Setting (G.C. Sections 54957), Title: Superintendent.

The Board reconvened to open session at 10:30 p.m.

Mr. Matthews announced no action had been taken in closed session.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Gwyn Lurie", is written over a horizontal line.

Ms. Gwyn Lurie, Clerk