

**Monterey Peninsula Unified School District
Minutes
Regular Board Meeting**

January 27, 2003

The Board of Education of the Monterey Peninsula Unified School District met in regular session at 5:30 p.m., on the above date at the Instructional Materials Center, 540 Canyon Del Rey, Monterey, California.

The meeting was called to order by President Troutman.

Board Members Present: Robert Eggers
 Resa Foss
 Regena Lauterbach
 Shanda LeBoeuf (arrived at 6 :00 p.m.)
 Carlos E. Noriega
 Marjorie Troutman

Board Member Absent: Daniel Villa

Staff Members Present: Jim Burnis
 Daniel Callahan
 Robert Costa
 John Lamb
 Bob Riefe

DLIFLC & POM Representative Present: Ron Graddy

Student Board Members Present: Adam Brown, Monterey HS
 Wayne Ming, Seaside HS

The President declared that a quorum was present and the Board proceeded with the order of business.

No public comments were made at this time.

The Board adjourned to closed session at 5:31 p.m. and reconvened at 7:02 p.m. to take the following action:

The Pledge of Allegiance to the Flag of the United States of America was led by Mr. Noriega.

No reportable actions were taken in closed session.

No additional items were added to the agenda.

PUBLIC HEARING

The public hearing regarding the Statement of Assurance for the Public Textbook and Instructional Materials Incentive Program was opened at 7:04 p.m.

Support Services Director Bob Riefe provided an overview about the procedures which assure that there are sufficient textbooks or instructional materials for each student for the 2002-2003 school year.

No public comments were made and the public hearing closed at 7:06 p.m.

Item N-1 was moved up on the agenda.

*MSC Lauterbach, Eggers

Appoint New Student Board Members

RESOLVED that Wayne Ming be appointed as the student Board member for Seaside High School and Adam Brown for Monterey High School for the second semester of the 2002-2003 school year.

AYES: 6

STUDENT BOARD MEMBER REPORTS

Wayne Ming reported on activities at Seaside High School including the winter ball, the sale of valentine grams by the leadership class, and school sports.

Adam Brown reported on activities at Monterey High School including homecoming week (basketball game and theme days) and the upcoming Associated Student Body (ASB) convention and elections in March.

CORRESPONDENCE (none)

SUGGESTIONS AND COMMENTS FROM MEMBERS AND OFFICERS OF THE BOARD

Mr. Noriega reported on the January 16 Marina Subcommittee meeting including a discussion on the potential of ongoing growth in the Marina area; a collective plan to bring together the cities of Seaside and Marina and other entities that have contiguous responsibility to the former Fort Ord property (MPUSD, CSUMB, Fort Ord Reuse Authority [FORA], County) to address the build out of residential areas and maximize the growth and utilization of property; and needs at Crumpton School. Mr. Noriega said a letter will be drafted by the subcommittee inviting the groups to participate and work together. He said because of the potential growth of housing area, there was a suggestion to address the developer fees and average daily attendance (ADA) that will be generated.

Mrs. Lauterbach acknowledged students from Chapman University College who were observing the meeting.

Ms. Foss reported on the community "Christmas in April" renovation project at the Seaside Children's Center and shared pictures she took at the January 18 event.

President Troutman reported on the January 23 Seaside Subcommittee meeting including a discussion on the use of playing fields, student support in terms of city upgrades of playgrounds/street landscaping and city activities, partnerships between the schools and the City, and potential quarterly meetings with the five cities within the MPUSD attendance area to discuss items of mutual interest. She said Dr. Callahan will provide information from the Strategic Plan Action Team related to student involvement and community service activities. Ms. Troutman acknowledged Monterey County Board of Education member Harvey Kuffner in the audience.

SUGGESTIONS AND COMMENTS FROM VISITORS - NON-AGENDA MATTERS

Beth Costanza, California School Employees Association (CSEA) President, thanked the Board members who were able to attend the CSEA annual installation dinner, and for the basket that was donated for their raffle.

Chapman University College Assistant Professor Dee Brown introduced her students in the audience. She said they are studying Educational Governance and Politics, and are attending school board meetings in three different districts.

Hamisch Tyler, Chapman University College representing Students in School, said he is involved with the Forest Theatre in Carmel and announced that Les Miserables will debut on the Peninsula this summer and that it will be directed by Monterey High School teacher Larry Welsh. He said students from MPUSD, as well as 19 other schools and several home study groups, will be represented and he commended the District's theatre program.

ACTION ITEMS

MSC Eggers, Lauterbach

Accept Annual Audit - 2001/2002

Education Code 41020 requires an annual audit of all district funds by a state-approved auditing firm, and that such audit shall be presented to and accepted by the Governing Board. Steve Wescoatt, representing the firm of Perry-Smith, LLP, Certified Public Accountants, reviewed the audit process, highlighted sections of the audit report, and clarified questions from Board members.

RESOLVED that the annual audit, as conducted by the firm of Perry-Smith, for fiscal year July 1, 2001 to June 30, 2002, be accepted.

AYES: 6

MSC LeBoeuf, Eggers

Accept Fiscal Advisor's Action Plan and Recommendations

Mike Ottmar, Monterey County Office of Education (MCOE) Associate Superintendent for Administration and Business Services, referred to the First Interim Report and said the County concurs with the District's assessment of a positive certification and that it will be able to meet its financial obligations for the current and subsequent two years. By this action, Mr. Ottmar said County Superintendent of Schools Bill Barr relinquishes his stay and rescind authority over the District's budget and returns fiscal control to the MPUSD Board of Education. He said Dr. Barr relay's his congratulations in reaching the milestone in returning fiscal stability to the District.

Pat Finlay, Fiscal Advisor, was assigned to the District by the County Superintendent of Schools in 2001-2002 when the District was determined to be a "going concern" and had a negative Second Interim Report. She has remained with the District through its positive First Interim Report in 2002-2003. Mrs. Finlay said she has been released from her oversight by the County Superintendent and expressed appreciation to the District team for their cooperation. Mrs. Finlay reviewed an Action Plan and Recommendations for maintaining fiscal stability in 2002-2003 and beyond, and clarified questions from Board members. She said the action plan recommendations address only the business and related operations of the District and that it will require the entire District team working together to ensure implementation of the recommendations of the Action Plan. Copies of the Action Plan are available upon request.

RESOLVED that the Fiscal Advisor's Action Plan and recommendations be accepted.

AYES: 6

MSC Lauterbach, Eggers

Approve 2002-2003 Statement of Assurance for Pupil Textbook and Instructional Materials Incentive Program

RESOLVED that the 2002-2003 Statement of Assurance for Pupil

Textbook and Instructional Materials Incentive Program be approved.

AYES: 6

REPORTS

Superintendent – Support Services Director Bob Riefe referred to the renovation project at the Seaside Children's Center and said Mayor Smith is to be commended for organizing the project. Mr. Riefe said a team of volunteers including the Seaside Neighborhood Improvement Program, Junior League of Monterey, Defense Language Institute students, Seaside High School teachers Dennis Alexander and Gordon Jones and students, Seaside Children's Center staff, parents, and neighbors were all brought together on January 18 to paint and repair the west side of the center. He said District staff power washed the site prior to the painting and two additional days have been scheduled to complete the project. Mr. Riefe reported that the District was notified that 187 of its students in grades 9-11 earned \$1,000 scholarships as part of the Governor's Scholar Program – 96 Monterey High School students and 91 Seaside High School students.

Dr. Callahan referred to the February 17 single district training session for Board members and suggested a starting and ending time of 10:00 a.m. to 4:00 p.m. He also referred to a potential joint meeting with the five cities within the MPUSD attendance boundary to discuss items of mutual interest and whether the topic should be agendaized for discussion at a future meeting. Dr. Callahan announced that a meeting has been scheduled in mid-February with the Fort Ord Reuse Authority Director, representatives from the cities of Marina and Seaside, and the Monterey County Planning Department regarding long-term mitigation. He said there are projects to build homes in the community and that it is projected that the District may receive 6,000 to 7,000 students over the next 12-15 years as the result of the build out. Dr. Callahan said there has been interest in developing a long-term plan in working with the wide variety of developers who will be coming into the community to assure there will be quality schools and quality education for all the new housing projects. He referred to strategic planning and announced that an initial meeting with all Action Team members will be held on February 4, from 7:00 – 9:00 p.m., at King Middle School.

Mr. Eggers referred to the school newsletters and call for volunteers to serve on the Action Teams, and said it was a good way to involve parents and members of the community.

Dr. Callahan said a call for volunteers was also published in the Monterey County Herald and District internal facilitators are visiting schools to talk about the Strategic Plan.

After a brief discussion, it was the consensus of the Board to hold the single training session at the suggested time and to agendaize a discussion regarding the joint meeting with the five cities councils at the February 3 meeting.

(Student Board member Adam Brown left the meeting at 8:15 p.m.)

DLIFLC/POM/NPS Representative – Ron Graddy reported that a military-connected Monterey High School student received a \$1,000 scholarship from the Boys and Girls Club. He referred to the dedication of the Fitch Middle School sign and said he and other military representatives will be present at the ceremony. He spoke about a Residential Community Initiative (RCI) and said a representative is available to provide a presentation to the Board. Mr. Graddy reported on the recent quarterly town hall meeting and said no concerns were expressed regarding the District.

Report on 21st Century After School Grant Program

The 21st Century After School Grant Program recently completed its external evaluation. Health Services Coordinator Linda Pinkham and Project Supervisor Martha Froke presented an overview of the Under the Big Top After School Program, distributed its annual performance report and brochure regarding the program, and clarified questions from Board members. The program has been in operation for three years and serves over 500 student at the elementary and middle school levels. Site leaders from Crumpton, Del Rey Woods, Marina Vista, Monte Vista elementary schools, and King Middle School were acknowledged in the audience.

A recess was taken at 8:47 p.m. and the meeting reconvened at 9:01 p.m. to take the following action:

(Student Board member Wayne Ming and Mr. Noriega left the meeting during the recess.)

Report on Special Education Program

At the request of the Board, a status report regarding the special education program was presented at this time. John Ward, Special Education Director, provided an overview to include the goal of special education, three objectives for the year, continuum of services, student count by disability, general statistical information, special education enrollment by ethnicity, staffing summary for the 2002-2003 school year, and clarified questions from Board members. Handouts to his presentation were also distributed.

Ms. Foss referred to an after school program for severely handicapped children, and requested that a discussion to look at what the District is doing for the more severely handicapped students be agendaized for a future meeting.

INFORMATION/POSSIBLE ACTION

Governance Standards for School Boards

- January 25 CSBA Masters in Governance, "Setting Direction"
- Standards for the Individual Trustee

Dr. Callahan reported that Board members participated in the California School Boards Association (CSBA) Masters in Governance Program over the weekend that was focused on "Setting Direction." He noted that the strategic plan is the instrument by which the Board sets direction for the District.

At the request of the Board, Dr. Callahan said the standards for the individual trustee have been agendaized for discussion and possible modification. The standards were taken from the CSBA Professional Governance Standards for School Boards which describe the components vital to effective school governance.

Mrs. Lauterbach referred to resource materials she read at a conference stating that an effective trustee must understand the difference between being a member and being a trustee, and suggested similar wording be reflected in the standards.

Mr. Eggers suggested that a statement that the Board member doesn't just represent their constituents within their trustee area, but they need to represent the entire District be incorporated in the standards.

Dr. Callahan said he will include the modifications and bring them back to the Board at a future meeting.

Charge for Board Policy Subcommittee

Dr. Callahan said the Board Policy Subcommittee requested that the Board give specific charge to the work of the subcommittee. He said there is also a need to address the revision of the entire policy book.

Mr. Eggers suggested leaving the charge status quo – that the Board direct the Policy Subcommittee, as necessary, to look at possible revisions or suggest recommendations for changes of certain policies; and consider hiring a consultant in a year or so to review the entire policy book and revise all policies as necessary.

Ms. Foss concurred with Mr. Eggers regarding leaving the charge status quo. She referred to organizations that send policy updates and requested receiving copies.

Dr. Callahan said the limitation to receiving policy updates is that the District's policies aren't aligned with the CSBA policies and only the pages with changes are sent so they can be incorporated into the CSBA policy binder. He said it would be the job of the policy subcommittee, Board, or staff to review the

applicable MPUSD policy. Dr. Callahan felt at some point the Board will need to make the decision to update all policies, and at this point the CSBA updates wouldn't be of much use to the committee and would require more work.

Mrs. Lauterbach concurred with Mr. Eggers and said the subcommittee already has policies to review.

CONSENT AGENDA

MSC Foss, LeBoeuf

Ms. Foss referred to the Gifts to the District and expressed an interest in the amount of donations and whether they are equitable by school.

Mr. Riefe said there are inequities in the amount of donations to each school. The donation funding is in the approximate inverse so that the schools who don't have categorical funds typically have more donation money. Schools with high categorical funds have less donation money.

RESOLVED that the Consent Agenda be approved as submitted.

Approve Minutes

- December 16, 2002

- Approve/Ratify Personnel Items
- Ratify Purchase Orders for December 1 through December 31, 2002
- Ratify Warrant Register for December 1 through December 31, 2002
- Approve Gifts to the District

| From | To | Amount | Purpose |
|--|----------------------|----------|------------------------------|
| Marina Grange #518 | Olson School | 500.00 | Outdoor field school program |
| Granite Construction | Olson School | 250.00 | Outdoor field school program |
| AT&T Pebble Beach National Pro-Am Youth fund | Monterey High School | 3,000.00 | Camera equipment |

AYES: 5

SUGGESTIONS AND COMMENTS FROM MEMBERS AND OFFICERS OF THE BOARD AND BOARD MEMBER REQUEST(S) FOR INFORMATION AND/OR POSSIBLE FUTURE AGENDA ITEM

Ms. Foss referred to comments made at the last meeting regarding transportation and the regional occupational program (ROP) working together to recruit parents for bus drivers, and said she will be following-up with the Transportation Director.

Mr. Eggers reported on the City of Marina Martin Luther King, Jr., celebration and said five Marina schools participated in the event. He referred to the school newsletters and noted none of the schools mentioned the Marina and Seaside Martin Luther King, Jr., celebrations.

Carol Lenters, Monte Vista School principal, indicated that school-sponsored activities are included in school newsletters and that flyers containing community-related events are included in a weekly envelope or distributed accordingly to parents on a regular basis.

Mrs. Lauterbach reported on the Martin Luther King, Jr., assembly and said Superintendent Callahan participated in the walk with the Mayor of Seaside.

BOARD MEETING EVALUATION

At this time, Board members completed their meeting evaluation form.

ADJOURNMENT

MSC LeBoeuf, Foss

RESOLVED that the meeting be adjourned

TIME: 9:52 p.m.

AYES: 5

Respectfully submitted,

Daniel Callahan
Executive Secretary

DC/jif

*MSC-Motion/Second/Carried