

MINUTES
Regular September 11, 2013 Board Meeting
5:00PM Regular Session
Kenwood School Library

- I. Call to Order:** The meeting was called to order at 5:00 p.m. by Board President Cory O'Donnell
- II. Regular Session**
- A. Pledge of Allegiance**
- B. Roll Call of Board Members**
Present: Cory O'Donnell - President, Pat Alexander - Clerk, Diane Cupples, Susan Reiter, Fran Threewit
Absent: None
Administrator: Superintendent Bob Bales
- C. Adjustment of Agenda:** No adjustments were made
- D. Public Comment:** None
- E. Announcements and Reports**
- 1. Board Announcements:** None
- 2. District Organizations' Reports**
Kenwood Education Foundation Report by Ed Colby:
Three outreach events have taken place in the first month of the school year. There was a KEF sponsored reception for the teachers and staff on August 23. The *New Parent Breakfast* was held on August 30. KIDS Campaign has begun. The next event will be Wii bowling with Kiwanis, on October 12.
School Site Council: The first meeting of the year is scheduled for September 18, 2013
Kenwood School Association: Tentative dates for activities are being planned.
- 3. Superintendent's Report**
- We have had a smooth start to the start of the school year.
 - Back to School Night was held on September 5. A special thanks was give to Rosemarie Ramponi for providing the wonderful dinner for our families.
 - We are starting our second year of the Toolbox Project.
 - Our sixth grade outdoor education fundraiser took place last Sunday. It was a beautiful afternoon at the maple ring. The event raised around \$12,000.
 - Enrollment is slowly increasing at the preschool.
 - Maintenance/Operations Update: John Magnoli reported that the booster pump on the well is failing. We are using city water on the field, but it does not provide enough pressure so the lawn is drier than usual.
- 4. Facility and Construction Update:** Touch up painting is being completed. The project has finished under budget.

III. Public Hearing

A. Public Hearing on Resolution #910: Sufficiency of textbooks or instructional materials in each subject that are consistent with the content and cycles of the curriculum framework adopted by the state board. The public hearing was opened at 5:08 p.m. There were no comments or questions. It was closed at 5:09 p.m.

1. Approval of Resolution #910: Sufficient Textbooks and/or Instructional Materials, passed on a motion from Pat Alexander, second by Fran Threewit, 5 ayes, 0 noes, 0 absent.

IV. Action Items

A. Approval of Unaudited Actuals for the 2012-2013, approved on a motion by Diane Cupples, second by Pat Alexander, 5 ayes, 0 noes, 0 absent.

B. Approval of Budget Updates, approved on a motion by Pat Alexander, second by Susan Reiter, 5 ayes, 0 noes, 0 absent.

C. Approval of Warrants, approved on a motion by Pat Alexander, second by Diane Cupples, 5 ayes, 0 noes, 0 absent.

D. Approval of Regular Board Meeting Minutes, August 14, 2013, approved on a motion by Diane Cupples, second by Susan Reiter, 5 ayes, 0 noes, 0 absent.

E. Approval of Inter-District Transfer Request for 2013-2014 School Year, approved as presented on a motion by Pat Alexander, second by Fran Threewit, 5 ayes, 0 noes, 0 absent.

F. Adoption of Resolution # 909: Adopting the “GANN” Limit, adopted on a motion by Pat Alexander, second by Diane Cupples, 5 ayes, 0 noes, 0 absent.

G. Acceptance of \$725.00 Anonymous Donation, passed with gratitude on a motion by Fran Threewit, second by Pat Alexander, 5 ayes, 0 noes, 0 absent.

H. Acceptance of \$1,000 Donation from George Archer Memorial Foundation for Literacy, passed on a motion by Pat Alexander, second by Fran Threewit, 5 ayes, 0 noes, 0 absent.

I. Approval of CSBA Manual Maintenance Service Agreement, approved on a motion (*with clarification from CSBA of the full service agreement amount*) by Diane Cupples, second by Susan Reiter, 5 ayes, 0 noes, 0 absent.

J. Approval of Outdoor Education Field Trip to Marin Headlands, approved on a motion from Pat Alexander, second by Diane Cupples, 5 ayes, 0 noes, 0 absent.

K. Ratification of Change Orders for Construction Project, passed on a motion by Pat Alexander, second by Diane Cupples, 5 ayes, 0 noes, 0 absent.

V. Discussion/Report Items

A. Annual Parcel Tax Report for 2012-13: This was presented as an informational item.

B. School Safety Discussion

Bob Bales: School safety is of paramount importance at our school. School safety procedures in case of an emergency were discussed. Our School Site Council has reviewed our Comprehensive Safety Plan and our Emergency Operations Plan. The Safety Plan will be brought to the first SSC Meeting in September for review and then it will be brought to the Board of Trustees at the October meeting. Erik Tarkhanian, Loss Prevention Coordinator from RESIG has conducted a review of our campus and will provide a report listing any safety concerns at our next board meeting in October. With our teaching staff we are currently using Remind 101, a text messaging information system. Our goal for the implementation of School Messenger Service will be to have it up and running by October 1, 2013. Multiple methods of communication with our parents will be available through this service.

A letter from a group of parents was distributed to the Board of Trustees. This letter focused on concern regarding safety practices at Kenwood School.

A parent of Kenwood School distributed a handout addressing the following areas: Discussion of School Safety Plan, Discussion of Independent Safety and Security Evaluation, Discussion of Call-System, Discussion of School Access and Unattended Children. A K-12 School Security Checklist was also distributed.

Discussion: Safety concerns, security emergency drills, intruder scenarios, student fears, fencing, fingerprinting, surveillance, and safety best practices were all discussed. Having an additional safety evaluation through an independent party was also discussed.

C. Agenda Items for Regular October Board Meeting

- School Safety Plan
- Notice of Completion of Construction Project

V. **Adjournment:** The meeting was adjourned at 6:34 p.m.

Respectfully submitted,

Bob Bales