

**KENTFIELD SCHOOL DISTRICT MINUTES  
REGULAR MEETING OF THE BOARD OF TRUSTEES**

April 16, 2019 5:00 PM

Kentfield School District  
750 College Avenue  
Kentfield, CA 94904

Closed Session 4:00 PM  
Open Session 5:00 PM

**Attendance Taken at 4:00 PM:**

Present:

Davina Goldwasser  
Sarah Killingsworth  
Heather McPhail Sridharan  
David Riedel

Absent:

Quoc Tran

**A. CALL TO ORDER - 4:00 PM**

**B. RECESS TO CLOSED SESSION**

**1. RECESS TO CLOSED SESSION DURING THIS MEETING TO CONSIDER AND/OR TAKE ACTION ON THE FOLLOWING ITEMS:**

**a. CONFERENCE WITH LABOR NEGOTIATOR - Pursuant to Government Code 54957.6.  
Name of agency negotiator: Liz Schott, Superintendent. Employee Organization: KTA.**

**C. CONVENE TO OPEN SESSION/ PUBLIC MEETING - 5:00 PM**

**D. OPENING PROCEDURES**

- 1. Pledge of Allegiance**
- 2. Approve Agenda**

**Motion Passed:** Passed with a motion by David Riedel and a second by Sarah Killingsworth.

Yes Davina Goldwasser  
Yes Sarah Killingsworth  
Yes Heather McPhail Sridharan  
Yes David Riedel  
Yes Quoc Tran

- 3. Review Norms**
- 4. Focus on District Goals**

**E. REPORT FROM CLOSED SESSION**

Minutes:  
There was nothing to report from closed session.

**F. PUBLIC COMMENT - 5:05 PM**

Minutes:  
No one addressed the Board during Public Comment.

**G. CONSENT ITEMS**

**1. Consent Calendar**

Minutes:  
The Consent Calendar was approved with the following changes: Items E2, 3, 13, 14, 17 were removed from the agenda and will be brought to the policy review committee.

**Motion Passed:** Passed with a motion by David Riedel and a second by Sarah Killingsworth.

Yes Davina Goldwasser  
Yes Sarah Killingsworth  
Yes Heather McPhail Sridharan  
Yes David Riedel  
Absent Quoc Tran

**a. Minutes**

**1. Action: Consider the approval of the meeting minutes from the Special Board Meeting on March 8, 2019.**

**2. Action: Consider the approval of the meeting minutes from the Regular Board Meeting on March 12, 2019.**

**3. Action: Consider the approval of the meeting minutes from the Special Board Meeting on March 19, 2019.**

**4. Action: Consider the approval of the meeting minutes from the Special Board Meeting on March 25, 2019.**

**5. Action: Consider the approval of the meeting minutes from the Special Board Meeting on March 29, 2019.**

**b. Finance**

**1. Action: Consider the approval of the MOU with Larkspur-Corte Madera School District.**

**2. Action: Consider the approval of a contract with Stephen Roach Accountancy Corporation for a new multi-year audit service for fiscal years 2019-20, 2020-21, & 2021-22.**

**c. Human Resources**

**1. Action: Consider the approval of the retirement of Barbara Johnson, Chief Business Official, effective September 30, 2019.**

**2. Action: Consider the approval of the resignation of Kavita Bester, Paraprofessional at Kent, effective April 30, 2019.**

**d. Facilities**

**1. Action: Consider the approval of the Kentfield Facilities Use Permits.**

**e. Policy**

**1. Action: Consider the approval of the Williams Uniform Complaint Report. There were no complaints in the third quarter of the 2018-19 school year.**

**2. Action: Consider the approval of BP 0420, School Plans/Site Councils, for a second and final reading.**

Minutes:

This item was removed from the consent calendar and will be brought to the policy committee for review.

**3. Action: Consider the approval of AR 0420, School Plans/Site Councils, for a second and final reading.**

Minutes:

This item was removed from the consent calendar and will be brought to the policy committee for review.

**4. Action: Consider the approval of BP 0450, Comprehensive Safety Plan, for a second and final reading.**

**5. Action: Consider the approval of AR 0450, Comprehensive Safety Plan, for a second and final reading.**

**6. Action: Consider the approval of BP 0460, Local Control and Accountability Plan, for a second and final reading.**

**7. Action: Consider the approval of AR 0460, Local Control and Accountability Plan, for a second and final reading.**

**8. Action: Consider the approval of AR 1220, Citizen Advisory Committees, for a second and final reading.**

**9. Action: Consider the approval of AR 3311.1, Uniform Construction Cost Accounting, for a second and final reading.**

**10. Action: Consider the approval of AR 5113, Absences and Excuses, for a second and final reading.**

**11. Action: Consider the approval of BP 5141.52, Suicide Prevention, for a second and final reading.**

**12. Action: Consider the approval of AR 5141.52, Suicide Prevention, for a second and final reading.**

**13. Action: Consider the approval of BP 5144, Discipline, for a second and final reading.**

Minutes:

This item was removed from the consent calendar and will be brought to the policy committee for review.

**14. Action: Consider the approval of AR 5144, Discipline, for a second and final reading.**

Minutes:

This item was removed from the consent calendar and will be brought to the policy committee for review.

**15. Action: Consider the approval of AR 6173.2, Education for Children of Military Families, for a second and final reading.**

**16. Action: Consider the approval of AR 6183, Home and Hospital Instruction, for a second and final reading.**

**17. Action: Consider the approval of BP 7310, Naming of Facility, for a second and final reading.**

Minutes:

This item was removed from the consent calendar and will be brought to the policy committee for review.

**18. Action: Consider the approval of BB 9322, Agenda/Meeting Materials, for a second and final reading.**

**19. Action: Consider the approval of BB 9324, Minutes and Recordings, for a second and final reading.**

## **H. EMPLOYEE ORGANIZATION REPORT**

### **1. Kentfield Teachers Association, KTA Representative**

Minutes:

Susan Warnick reported that KTA is looking forward to the second day of negotiations. The KTA reviewed the deferred maintenance list and Susan shared input from teachers.

### **2. Kentfield Classified Employees, Classified Representative**

Minutes:

No classified employees addressed the Board.

## **I. KENTFIELD SCHOOLS FOUNDATION (kik) AND PTA REPORT**

### **1. kik - Kira Hallemeier**

#### **Minutes:**

Dirk Hallemeier reported that he and Kira will be taking over as the kik co-presidents. They are in the throes of the May 11th Spring event and tickets sales are strong. The annual Business Campaign is underway.

### **2. PTA - Pere Wait**

#### **Minutes:**

The PTA voted in the new Executive Committee and Erica Applestein and Maggie Harris are President and Vice-president. Maker Night is happening on April 17th. The last parent education event of the year, Kids, Guns and Safety, will be held on April 18th and May 1st is the annual Bloom event at International Orange in Larkspur. Teacher appreciation week is coming up with the PTA sponsored staff luncheon on May 1st.

## **J. EDUCATIONAL SHOWCASE - 5:20 PM**

### **1. Educational Showcase - Art at Kent**

#### **Minutes:**

Michele Montgomery and fifth and eighth grade students shared with the Board their visual arts projects. Two fifth graders showed off their plant science projects and two eighth graders shared their print making skills inspired by the Ashani people of Ghana.

## **K. REPORTS FROM SUPERINTENDENT AND STAFF TO BOARD - 5:40 PM**

### **1. Superintendent**

#### **a. Bond Projects Update**

##### **Minutes:**

Counterpoint Construction manager Kevin Bohn shared the monthly bond report for March.

#### **b. Student Services Liaison**

##### **Minutes:**

The Board discussed developing a new position, Student Services Liaison, to support our growing number of English learners and families.

The Liaison will partner with the ELL teacher and Student Services Director to help families to provide support and communication in a variety of ways.

#### **c. LCAP Update**

##### **Minutes:**

The draft LCAP will go to MCOE for review. Liz will share with the community in the newsletter and will hold several drop-in LCAP sessions to receive community input.

#### **d. Youth Truth**

##### **Minutes:**

Liz gave a recap on the Youth Truth results data. This information will be posted on the website and available to the public.

#### **e. Gun Safety - Marita Daly**

##### **Minutes:**

Marita Daly from Brady United Against Gun Violence presented information on its initiative. Liz will bring the information to the Safety Committee on May 22nd for discussion.

## **f. Principal Evaluations**

### **Minutes:**

Liz explained that she meets with the principals at the beginning of the school year to collaboratively develop goals for the school year. There are multiple check-ins throughout the year to assess progress towards goals with a summative, narrative assessment given at the end of the year.

## **2. Bacich School Update - Sally Peck**

### **Minutes:**

Sally reported projected enrollment: there are 95 currently enrolled in Kindergarten and 14 in TK. Sally also reported that 6 teachers are moving grade levels this year. Construction is going well and she is looking forward to the 32nd annual fourth grade Gold Country trip.

## **3. Kent School Update - Grant Althouse**

### **Minutes:**

Enrollment has not changed since his last report. Kent will be piloting a new bell schedule over the next two weeks. The goal is to maximize instruction time.

Grant reported that the community outreach program, Together We Can, is shaping up to be a fun and rewarding experience for all.

## **4. Student Services - Virginia DiGirolamo**

### **Minutes:**

There was no report from Student Services this month.

## **5. Finance Report - Barbara Johnson**

### **Minutes:**

Barbara reported that the Bond Oversight Committee will meet tomorrow to review their draft annual budget report that will be published in the districts' summer newsletter.

## **L. ACTION AGENDA - 7:00 PM**

### **1. Finance**

#### **a. Action: Consider the approval of the warrants for March 2019.**

**Motion Passed:** Passed with a motion by David Riedel and a second by Sarah Killingsworth.

Yes Davina Goldwasser  
Yes Sarah Killingsworth  
Yes Heather McPhail Sridharan  
Yes David Riedel  
Absent Quoc Tran

#### **b. Action: Consider the approval of the Fourth Amendment to Exhibit D to the Facilities Lease Between Lathrop Construction and Kentfield School District.**

### **Minutes:**

This item was removed from the Action Agenda.

### **2. Policy**

#### **a. Action: Consider the approval of the Interdistrict Transfer Request from the San Rafael School District to stay in the Kentfield School District for the remainder of the 2018-19 school year. The student currently attends Bacich (4).**

**Motion Passed:** Passed with a motion by Sarah Killingsworth and a second by David Riedel.

Yes Davina Goldwasser  
Yes Sarah Killingsworth  
Yes Heather McPhail Sridharan  
Yes David Riedel  
Absent Quoc Tran

**b. Action: Consider the approval of the Interdistrict Transfer Request from the Reed School District to stay in the Kentfield School District for the remainder of the 2018-19 school year. Student currently attends Bacich (K).**

**Motion Passed:** Passed with a motion by Sarah Killingsworth and a second by David Riedel.

Yes Davina Goldwasser  
Yes Sarah Killingsworth  
Yes Heather McPhail Sridharan  
Yes David Riedel  
Absent Quoc Tran

**c. Action: Consider the approval of two Employment Related Interdistrict Transfer Requests for the 2019-20 school year.**

**Motion Passed:** Passed with a motion by Sarah Killingsworth and a second by David Riedel.

Yes Davina Goldwasser  
Yes Sarah Killingsworth  
Yes Heather McPhail Sridharan  
Yes David Riedel  
Absent Quoc Tran

## **M. GOVERNANCE - 7:20 PM**

### **1. Superintendent Search Update**

Minutes:

The Board discussed the current state of the Superintendent search. Given the timing and possibility of not hiring a Superintendent in time for the 2019-20 school year, the Board asked Liz if she would consider staying another year to give them more time to find her replacement. Liz agreed.

### **2. Board Meeting Highlights**

Minutes:

The Board of Trustees learned about the visual arts program at Kent from teacher Michele Montgomery and four of her students. The fifth graders described a lesson and project which integrated plant science and resulted in students creating a flower of their own design with accompanying seed packets. The eighth graders described their creation of printed cloth derived from the Ashanti people of Ghana. Their work included a basic sewing lesson which allowed their cloth panels to be made into wall hangings, and which prepared them for more sewing for their Project Runway collections. Lastly, Ms. Montgomery shared the art she is working on, intricately decorated eggs using a batik-like process of wax application and dyes, a process she learned at her Russian grandmother's knee when she was preschool-aged. Gorgeous!

Liz Schott gave the Board an overview of the reports available from the district's second administration of the Youth Truth survey of students, staff and families. Youth Truth allows us to understand the experience of these stakeholder groups in our schools in areas such as culture, relationships, rigor, and engagement. Staff at both schools have worked with 2018 data to examine and respond to student data and presentations to various groups have included snapshots of Youth Truth data pertaining to that group's work. We plan to expand our use of the data as we increase our own skills at analyzing it. Over 1000 members of our community participated in the survey this year - all students, all staff, and 255 individual family members, a number we would like to see increase in years to come. Public reports are available at <https://youthtruthsurvey.org/>. There is an orange login link on the top right of the home page. Login: youthtruth@kentfieldschools.org; password: KSD201920.

Former kik President Marita Daly presented information to the Board on the Brady United Against Gun Violence initiative. The basic tenets of Brady United are: creating a gun safety culture in people's homes, commit to social-emotional education in the schools, have a plan for responding to school shooters, and ensuring that people know where to report threatening or concerning behavior in our students and neighbors. The District Safety Committee will discuss at its May 22, 2019 meeting what was learned, and the Board representative to that committee will report back at a future Board Meeting if any changes are needed to our Comprehensive Safety Plan. The Safety Committee meetings are held in the District Office Board Room from 9:00-10:00 a.m. and the public is welcome to attend.

The Board discussed the Superintendent Search, which has been disappointing for the lack of response to the Request for Proposals from search firms, and concerning due to the number of searches

underway in Marin County. Given the likelihood of having to appoint an Interim Superintendent while a longer search is conducted, the Board asked Liz Schott if she would be willing to stay at least one more year to ensure a less disruptive transition to the District's next leader. She agreed and is looking forward to the exciting work ahead. Read the School Board's letter announcing this development.

### **3. Protocol Review**

#### **a. Press Protocol**

Minutes:

The Board discussed the protocol and agreed to a minor modification.

### **4. Review Committee Structure Descriptions**

Minutes:

The committee structure descriptions will be posted on the website.

### **5. Finance Committee Role**

Minutes:

The role of the Finance Committee being an advisory committee was discussed.

### **6. Strategic Planning Process**

Minutes:

The Board discussed and decided they will move forward with a strategic plan update in the Fall. Liz will reach out to possible facilitators and report back to the Board at the May 14th meeting.

## **N. REPORTS FROM THE BOARD OF TRUSTEES - 7:50 PM**

### **1. Heather McPhail Sridharan, Board President**

#### **a. Report from Grades 1 and 2**

Minutes:

Heather attended 1st and 2nd grade Pi Day festivities.

#### **b. Committees/Events**

Minutes:

Heather attended JLAC, Efficiency and Effectiveness, the ELAC meeting, and the MCSBA dinner.

### **2. Sarah Killingsworth, Clerk**

#### **a. Report from Grades 7 and 8**

#### **b. Committees/Events**

Minutes:

Sarah attended both the Kent and Bacich Open Houses and the MCSBA Dinner.

### **3. Quoc Tran**

Minutes:

Quoc was not present.

#### **a. Report from Grades 3 and 4**

#### **b. Committees/Events**

### **4. David Riedel**

#### **a. Report from Grades TK and K**

Minutes:

David enjoyed reading with the TK and Kindergarten class during library time at Bacich.

**b. Committees/Events**

**5. Davina Goldwasser**

**a. Report from Grades 5 and 6**

Minutes:

Davina attended the 5th grade Colonial Day and the MCSBA dinner.

**b. Committees/Events**

Minutes:

Davina reported that the Reclassification Ceremony for English Learners will be held on May 21st at 6:00 pm in the Kent Multi Purpose room.

**O. MASTER CALENDAR**

**P. FUTURE AGENDA ITEMS**

Minutes:

Deferred Maintenance

Student Research Project

Chronic Absenteeism Measure

**Q. PERTINENT DATES - 8:10 PM**

**R. DEBRIEF ON MEETING AND NORMS**

**S. ADJOURNMENT - 8:30 PM**

Minutes:

The meeting was adjourned at 9:00 PM.

**T. RECESS TO CLOSED SESSION**

**1. RECESS TO CLOSED SESSION DURING THIS MEETING TO CONSIDER AND/OR TAKE ACTION ON THE FOLLOWING ITEMS:**

- a. CONFERENCE WITH LABOR NEGOTIATOR - Pursuant to Government Code 54957.6.  
Name of agency negotiator: Liz Schott, Superintendent. Employee Organization: KTA.**

Board Clerk

Date

5/14/2019