

Minutes of the Regular Board Meeting  
of the  
**BRENTWOOD UNION SCHOOL DISTRICT**  
Board of Trustees  
August 10, 2011

0. **Closed Session**, 6:00pm, District Service Center, 255 Guthrie Lane, Brentwood, California.
  - 0.1 Conference with Employee Negotiator
  - 0.2 ~~Expulsion of Student #98429~~ pulled
  
1. The **open session meeting** of the Brentwood Union School District Board of Trustees was called to order by Mrs. Benz at 7:11pm at the District Service Center, 255 Guthrie Lane, Brentwood, California.
  
2. **ROLL CALL**  
Present: Mrs. Tobi Benz, President; Mrs. Lori Strauss, Clerk Mr. Emil Geddes; Mrs. Heather Partida; and Mr. Carlos Sanabria.  
Absent: None  
The Pledge of Allegiance was led by Kelly Manke.
  
3. **AGENDA REVIEW**  
It was noted that 8.1 was pulled, remaining agenda approved as submitted.
  
4. **SPECIAL PRESENTATIONS/CORRESPONDENCE//SUPERINTENDENT/STAFF COMMENTS**
  - Merrill M. Grant, Ed.D., Superintendent introduced and welcomed Liz Robbins. It was noted that Ms. Robbins would be joining us effective September 6, 2011 as the new Chief Business Official for the district.
  - Merrill M. Grant, Ed.D., Superintendent noted that the year was off to a tremendous start. He extended a thank you to all principals and their staff for the hard work to ready the sites for students. It was noted that Back to School Nights and Rachel's Challenge events are bringing hundreds of community members to our schools.
  - Merrill M. Grant, Ed.D., Superintendent welcomed Kelly Manke, Interim Principal at Adams Middle School.
  - Carlos Sanabria noted that he has been at Edna Hill MS and Garin Elementary to observe their activities and things were going well.
  - Emil Geddes noted that he had visited Marsh Creek and Loma Vista and also felt that they year was off to a very good start.
  - Lori Strauss provided and update from the BUSD Education Foundation. It was noted that the committee had decided to let go of the Fall even this year. Instead they intend to review their fundraising efforts and are trying to determine if there is a more effective way to raise funds to support BUSD students and programs. The Foundation has decided to participate in the "Festival of Trees" community event. It was noted that the Education Foundation had donated \$50,000 to support Rachel's Challenge and Character Education this year throughout the district.
  
5. **Public Comment**
  - 5.0 None
  
6. **CONSENT ITEMS**
  - 6.0 Approval of the Minutes of the meetings on July 27, 2011
  - 6.1 Approval of Warrants in Batch Numbers 010, 12017, 12527, 310, 510, 710
  - 6.2 Approval of Interdistrict Transfers
  - 6.3 Approval of Agreement for Transportation of Special Education Students Referred by the School District of Residence between the BUSD and the CCCOE for the period of September 1, 2011 through August 31, 2012.
  - 6.4 Approval of Board Policy, Board Bylaw, Exhibit & Administrative Regulation. Board Policy, Board Bylaw, Exhibit and Administrative Regulation Numbers:  
AR4261.1 Personal Illness/Injury Leave
  - 6.5 Approval of Change Order #1 – Portable Classroom Upgrade at Bristow Middle School.
  - 6.6 Approval of Change Order #1 – Portable Classroom Upgrade at Ron Nunn Elementary.
  - 6.7 Approval of Notice of Completion for the portable classroom upgrade at Ron Nunn Elementary School.
  - 6.8 Approval of Notice of Completion for the portable classroom upgrade at Bristow Middle School.
  - 6.9 Approval of Notice of Completion for the portable classroom upgrade at Brentwood Elementary School.
  - 6.10 Approval of Notice of Completion for the reroofing of Ron Nunn Elementary School.

Mr. Sanabria moved, seconded by Mr. Geddes to approve items 6.0-6.10 as presented. The roll call vote was: Benz, aye; Geddes, aye; Partida, aye; Sanabria, aye; and Strauss, aye. It was noted that the board members like the new format of the warrant report as provided by the Munis system.
  
7. **HEARINGS AND APPEALS**
  - 7.0 None
  
8. **PRESENTATIONS, REPORTS AND OTHER ACTION ITEMS**
  - 8.0 Mrs. Benz announced that there was nothing to report from closed session
  
  - 8.1 Pulled.

- 8.2 Mrs. Partida moved, seconded by Mrs. Strauss to approve the employment contract for Liz Robbins, Chief Business Official. The roll call vote was: Benz, aye; Geddes, aye; Partida, aye; Sanabria, aye; and Strauss, aye.

The Board took a brief break to share refreshments in celebration of the hiring of Liz Robbins.

- 8.3 Mrs. Strauss moved, seconded by Mr. Geddes to approve the personnel report as presented. Certificated New Hires: Liz Gray, ISP Teacher at Adams MS. Classified New Hires: None. Resignations/Retirements: Kelly Basmagian, ISP Teacher; Cindy Gilbride, Sp. Ed. Bus Aide; Scott Vernoy, Principal. Requests for Unpaid Leave of Absence: Karen Brys, Food Service Assistant. Requests for Job Share Assignments: None. Other: Appointment of Kelly Manke as interim principal at Adams Middle School through December, 2011. The roll call vote was: Benz, aye; Geddes, aye; Partida, aye; Sanabria, aye and Strauss, aye.
- 8.4 Jan Steed, Director of Student Services reported that the current enrollment number is 8302. This represents a loss of 20-30 students from this time last year. It was also noted that there were 89 interdistrict transfer renewals and 49 new interdistrict transfers approved for the 11/12 school year.
- 8.5 Scott Anderson, CBO presented the Board with information updating them on the current budget situation for the Brentwood Union School District. This report is in lieu of an official 45 day revise as the state budget was adopted on time. Caution is still recommended as the situation related to funding still causes much concern.
- 8.6 Mrs. Strauss moved, seconded by Mr. Geddes to appoint Carlos Sanabria to serve on the Board of Directors of the Contra Costa School Boards Association for a one year term. In addition, the \$200 membership fee was acknowledged. The roll call vote was: Benz, aye; Geddes, aye; Partida, aye; Sanabria, aye and Strauss, aye.
- 8.7 Merrill M. Grant, Superintendent reminded the board of last year's agreement to continue the discussion elated to the future opening of Mary Casey Black Elementary. At the request of the Board, Margaret Kruse reviewed a typical timeline for handling a boundary study. In the past, the board has taken final action on boundary changes for the upcoming year in January. Tobi Benz asked to continue the discussion at the next meeting and asked staff to provide: cost to open school site; number and cost of portables in the district currently being leased; the number of portables up for maintenance work; the number of empty classrooms at each site; the cost of reducing class size in grades K-3 to 24:1. Emil Geddes asked staff to also include possible magnet or charter school options and a summary of the building permits being pulled showing current and year to date figures. It was agreed that staff would gather this data and would resume this discussion at the August 24<sup>th</sup> meeting.
- 8.8 Michael Bowen, Director of Curriculum and Instruction presented the board with information regarding the 6<sup>th</sup>-8<sup>th</sup> grade core literature and selection review process. It was noted that while many teachers were already using the recommended books, approval of this information will provide a common experience for all students in the district. The selected book for 6<sup>th</sup> grade was Number the Stars; 7<sup>th</sup> grade was Steinbeck – The Pearl; 8<sup>th</sup> grade was The Giver. All of the books are on the state approved literature list.
- 8.9 First Reading of Board Policy, Administrative Regulation, Board Bylaw, and Exhibit.  
AR3513.1 Cellular Phones; Including Reimbursement

**9. Announcement**

Announcement— The next regular Board Meeting – **Wednesday, August 24, 2011 at 6:00pm**

**10. Adjournment**

Mrs. Benz adjourned the meeting to continue the closed session discussion at 8:38pm.

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Secretary

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Clerk