



TAMALPAIS UNION HIGH SCHOOL DISTRICT

Regular Board Meeting
06/27/2023 - 06:00 PM

Kreps Conference Room
395 Doherty Drive, Larkspur, California, 94939
Phone (415) 945-1020; www.tamdistrict.org

MEETING MINUTES

Call to Order at 4:55 p.m.;
Closed Session 5:00 p.m.;
Regular Board Meeting 6:00 p.m.
Zoom Link: [https://tamdistrict-org.zoom.us/j/96141353953?](https://tamdistrict-org.zoom.us/j/96141353953?pwd=OFBhOEVKVEwrWGH0NUNPeIRGVmltQT09)
<https://simbli.eboardsolutions.com//SU/ak7OT8wMVfudV7B0H6Tk9w==>
Webinar ID 961 4135 3953; Passcode 674360

Board of Trustees

Karen Loebbaka, President
Leslie Harlander, Clerk
Cynthia Roenisch
Kevin Saavedra
Emily Uhlhorn

Tara Taupier, Ed. D, Superintendent

Attendees

Voting Members

Karen Loebbaka, Board President
Leslie Harlander, Board Member
Cynthia Roenisch, Board Member
Kevin Saavedra, Board Member

1. Call Meeting to Order

A regular board meeting of the Board of Trustees of the Tamalpais Union High School District (District) was called to order in the Kreps Conference Room at 4:59 p.m. A quorum was declared present.

2. Approval of Closed Session Agenda

M/S/C (Roenisch/Saavedra), unanimously.

3. Public Comments on Closed Session Agenda

There were no public comments on the closed session agenda.

4. Recess to Closed Session in the Superintendent's Office

A. With respect to every item of business to be discussed in closed session pursuant to Gov Code §54956.95

B. With Respect to Every Item of Business to be discussed in Closed Session Pursuant to Gov Code §54957

C. With respect to every item of business to be discussed in closed session pursuant to Gov Code §54957.6

D. With respect to every item of business to be discussed in closed session pursuant to Ed Code §35146

1. Approve Waiver of Graduation Requirement - Student A

2. Notification of Reinstatement from Expulsion - Student B

3. Notification of Reinstatement from Expulsion - Student C

5. Reconvene Into Open Session

6. Announcement of Reportable Action Taken in Closed Session

There was no reportable action taken in closed session.

7. Approve Agenda and Review Norms

Ms. Harlander read the board norms. M/S/C (Saavedra/Roenisch), unanimously.

8. Public Comment on the Consent Agenda

There was no public comment on the consent agenda.

9. Approval of Consent Agenda

The consent agenda was approved, with the exception of item 12J. Item 12J was pulled from the consent agenda and was considered separately because the attachment was replaced after the Board meeting agenda was published. The corrected document is attached to the agenda was made available to Board and public at the board meeting.

M/S/C (Saavedra/Harlander), unanimously.

10. Public Comment for Items Not on the Agenda

David Riedel, parent of a Redwood graduate, spoke about special education in the District and specifically at Redwood. He said that his daughter had a very successful experience at Redwood and that she thoroughly enjoyed her time there. However, he said the district could do a better job of supporting students with special needs to better access all of the non-academic activities at the school. He said that there is a spirit of inclusion, but suggested that a peer buddy be assigned to each student with special needs to ensure that they can attend events and feel more included. Additionally, he said that the District needs to do a much better job with its college and career counseling services for students in special education. He said that there is a small but growing number of 4-year programs for kids with intellectual disabilities and that the District should be aware of these programs and other available options. He said that the District should make the same commitment to college and career counseling for special education students as it does for mainstream students.

Clayton Smith spoke about California bill AB 665, regarding minors' consent to mental health services. He said that the proposed bill removes legal guardrails that protect children and parents' rights, and that it opens the door to abuse. He said that if it is passed, it will contribute to the destruction of the family unit.

There was no other public comment.

11. Trustee Considerations (Please note that times listed for each item are estimated and actual times will vary)

A. Take action on 2021-2024 LCAP and Local Indicators (Approx. 6:10 p.m.)

Corbett Elsen, Assistant Superintendent of Business & Operations, reported that there were no changes to the 2021-2023 LCAP since the public hearing and presentation to the Board on June 13, 2023.

There was no public comment.

M/S/C (Harlander/Roenisch), unanimously.

B. Take action on 2023-24 Proposed Budget and Related Reserve Levels (Approx. 6:15 p.m.)

Corbett Elsen, Assistant Superintendent of Business & Operations, reported that there were no changes to the 2023-24 proposed budget since the public hearing and presentation to the Board on June 13, 2023. Mr. Elsen reminded the Board that the District is projecting a balanced budget and a minimum 17% reserve in its multi-year projections (MYPs), but due to economic uncertainties and market volatility, budget reductions may be necessary in the future to maintain ongoing fiscal sustainability. However, no budget reductions are planned at this time.

The Board thanked Mr. Elsen for a thorough presentation at the last meeting.

There was no public comment.

M/S/C (Saavedra/Roenisch), unanimously.

C. Take Action on Updated Exhibit 4121-E: Substitute Teacher Pay Schedule for 2023-24 (Approx. 6:20 p.m.)

Wesley Cedros, Assistant Superintendent of Human Resources, presented updates to Exhibit 4121-E: Substitute Teacher Pay Schedule, effective August 15, 2023. Mr. Cedros reminded the Board that the District increased the daily substitute pay rates in October 2022 due to limited substitute availability during Covid. Since things have returned to normal, substitute availability has improved, so the proposed decrease from \$250 to \$220 per day will enable the district to continue to attract qualified substitutes, while keeping pay rates competitive with other districts. Additionally, he noted that the lower rate of \$220 is \$30 more than the pre-Covid daily pay rate of \$190. The increments listed in the exhibit represent the same percentage decrease based on partial days.

There was no public comment.

M/S/C (Harlander/Saavedra), unanimously.

D. Take Action on Updated Classified Salary Schedule for 2024-25 (Approx. 6:30 p.m.)

Corbett Elsen, Assistant Superintendent of Business & Operations, presented the updated Classified Salary Schedule for 2024-25, which represents an additional 0.38% on-schedule salary increase, consistent with the increase that was negotiated with the TFT union. Mr. Elsen noted that the classified group had previously decided not to take a salary increase in 2024-25 and chose to add a step to the salary schedule instead, so the total increase to the classified salary schedule for 2024-25 will be 0.38%.

There was no public comment.

M/S/C (Saavedra/Roenisch), unanimously.

E. Take Action on Updated Confidential Classified Salary Schedule for 2024-25 (Approx. 6:35 p.m.)

Corbett Elsen, Assistant Superintendent of Business & Operations, presented the updated Confidential Classified Salary Schedule for 2024-25, which represents an additional 0.38% on-schedule salary increase, consistent with the increase that was negotiated with the TFT union.

There was no public comment.

M/S/C (Roenisch/Saavedra), unanimously.

F. Take Action on Updated Management Team Salary Schedule for 2024-25 (Approx. 6:40 p.m.)

Corbett Elsen, Assistant Superintendent of Business & Operations, presented the updated Management Team Salary Schedule for 2024-25, which represents an additional 0.38% on-schedule salary increase, consistent with the increase that was negotiated with the TFT union.

There was no public comment.

M/S/C (Harlander/Roenisch), unanimously.

G. Take Action on Updated Assistant Superintendent Salary Schedule for 2024-25 (Approx. 6:45 p.m.)

Corbett Elsen, Assistant Superintendent of Business & Operations, presented the updated Assistant Superintendent Salary Schedule for 2024-25, which represents an additional 0.38% on-schedule salary increase, consistent with the increase that was negotiated with the TFT union.

There was no public comment.

M/S/C (Saavedra/Roenisch), unanimously.

H. Take Action on Superintendent Salary Schedule (Approx. 6:50 p.m.)

Corbett Elsen, Assistant Superintendent of Business & Operations, presented the proposed Superintendent Salary schedule. Mr. Elsen said that the Superintendent is the only employee group without a board-approved salary schedule. He said that having a Superintendent salary schedule is best practice for transparency in the community, and it's becoming more common in the bay area. He noted that the compensation increases in years 2023-24 and 2024-25 are consistent with the on-schedule pay increases that the rest of the employee groups have negotiated. Mr. Elsen compared Superintendents'

salaries in other Marin districts and districts outside of the county, and showed that the TUHSD Superintendent's salary is in line with or below Superintendents' salaries in most other districts, based on tenure. The salary schedule includes a fixed 3% salary increase per step.

The Board asked if there was a standard percentage increase per step. Mr. Elsen said that it varies per group, ranging from 3.9% for the most tenured teachers to 5% for newer teachers, classified has a fixed 5% per step, and the Management Team and Assistant Superintendents have a fixed 3% per step.

There was no public comment.

M/S/C (Harlander/Roenisch), unanimously.

I. Take Action on New Stipend Schedule for Athletic Coaches (Approx. 7:05 p.m.)

Wesley Cedros, Assistant Superintendent of Human Resources, presented a new stipend schedule for athletic coaches, which includes:

- A standard 18-hour work week.
- Equivalent hourly rates are based on the length of each sport's season.
- The same on-schedule negotiated salary schedule increases as TFT union, going forward.
- Differences between JV and Varsity coach stipends.

Mr. Cedros said that the purpose of defining the 18 hour work week is to ensure that Coaches make at least the minimum wage. He said the District was made aware of the issue through some recent litigation, and is working to correct it. He noted that post-season pay is not included in the salary schedule, but that coaches will be paid extra for post-season play per the contract.

There was no public comment.

M/S/C (Roenisch/Saavedra), unanimously.

J. Take Action on California Environmental Quality Act (CEQA) Notice of Exemption (NOE) for the Solar Canopy Installation Project at Archie Williams, Redwood and Tamalpais High Schools (Approx. 7:15 p.m.)

Mike Woolard, Sr. Director of Facilities Planning, presented background information on the California Environmental Quality Act (CEQA) Exemption Decision Tree, which looks at the environmental impact of facilities projects. Mr. Woolard said that the District hired an environmental consultant to review the environmental impact of the solar canopy projects at Archie Williams, Redwood and Tamalpais High Schools. The consultant concluded that the District met the requirements for a statutory exemption at all three sites. Additionally, the District held two public meetings to allow the opportunity to ask questions or raise concerns about the projects. Mr. Woolard presented the Notices of Exemption for the solar canopy installation projects at Archie Williams, Redwood and Tamalpais High Schools for approval.

The Board asked if there was a requirement to notify the public in a certain radius of each school site about these impending projects. Mr. Woolard said that there's no requirement, but the District has already put up informational signs at each of the campuses and will send mailings to immediate neighbors to notify them about the projects, in order to be transparent and demonstrate good stewardship of public funds.

There was no public comment.

M/S/C (Harlander/Roenisch), unanimously.

K. Award of Bid and Take Action on Contract for Temporary Parking Construction at Redwood HS & Tamalpais HS for Use during Solar Canopy Project Construction (Approx. 7:25 p.m.)

Mike Woolard, Sr. Director of Facilities Planning, presented the winning bid for temporary parking construction at Redwood & Tamalpais High Schools for use during the solar canopy project construction. The cost of the bid was \$475,000, plus a \$20,000 contingency, for a total of \$495,000. Mr. Woolard said that there were 3-4 companies interested, but the District only received one bid. He said that the bid was responsive and responsible, and that CWS Construction Group is a reputable company that has done a lot of work in the county.

The Board asked Mr. Woolard's opinion on why the District only received one bid. Mr. Woolard said that the advertisements were posted somewhat late in the season, so many of the companies already had full schedules, or the other companies may have placed several bids at once, and ended up accepting other work.

There was no public comment.

M/S/C (Saavedra/Harlander), unanimously.

L. Review and Take Action on Reciprocal Agreement with Sausalito Marin City School District (Approx. 7:35 p.m.)

Corbett Elsen, Assistant Superintendent of Business & Operations, presented the Reciprocal Agreement with Sausalito Marin City School District, which allows children of district employees in both Districts to attend school in one another's district. Mr. Elsen said that this agreement is identical to the agreement with Larkspur-Corte Madera School District and Reed Union School District.

There was no public comment.

M/S/C (Saavedra/Roenisch), unanimously.

M. Take Action on Declaration of Need for Fully Qualified Educators (Approx. 7:45 p.m.)

Wesley Cedros, Assistant Superintendent of Human Resources, presented the Declaration of Need for Fully Qualified Educators. Mr. Cedros explained that this is an annual agenda item in June that gives the District an exemption for teachers to complete their CLAD (Cross-Cultural Language and Academic Development) certificate or multiple-subject, single-subject or special education credentials while they are employed. He said that the District is asking for 20 exemptions this year, but he expects the number to decrease in the fall, as new teachers complete their CLAD paperwork.

The Board asked Mr. Cedros to clarify that these teachers are fully certificated and qualified to teach, but the state has required additional or subsequent authorization for their subject areas. He said that this is particularly true of Science teachers who need to meet additional certification requirements of the recently implemented NGSS standards.

There was no public comment.

M/S/C (Harlander/Roenisch), unanimously.

N. Take Action on Update to Exhibit 4300-E: Administrative and Supervisory Personnel - Management Team Employment Conditions (Approx. 7:55 p.m.)

Wesley Cedros, Assistant Superintendent of Human Resources, presented the update to Exhibit 4300-E: Management Team Employment Conditions. Mr. Cedros explained that the Management Team is unrepresented, so the Management Team Employment Conditions is similar to an employment contract, which covers Management Team compensation, health benefits, salary schedule placement and working conditions for the Management Team. The proposed changes include:

- Item 4: Placement on the Management Salary schedule for promotions (position changes) and new employees.
- Item 5: Step advancement for part-time employees who work at least 51% of total required working days.
- Item 7: Removed outdated / irrelevant paragraphs and changed the retirement incentive to 17% of final year's salary for those aged 55 or older and who have worked at least 10 years in the district (with at least 5 years immediately prior to retirement).
- Item 8: Clarified health cap is \$20,000 per year (not a one-time cap).

Note: Exhibit 4300-E was updated after the Board agenda was published. The revised version is attached to the agenda and was made available to the Board and public at the board meeting.

There was no public comment.

M/S/C (Roenisch/Saavedra), unanimously.

O. Take Action on Updated Job Description for Director of Bond Programming (Approx. 8:05 p.m.)

Corbett Elsen, Assistant Superintendent of Business & Operations, presented the updated job description for the director of bond programming. Mr. Elsen explained that this position has been vacant since the District's last bond program and would report to the Sr. Director of Facilities Planning through the duration of the District's solar canopy and signature projects. If the District does not pursue a potential bond, then this position would be vacated at the appropriate time, once the approved projects are completed. Mr. Elsen said that the position would be posted immediately after Board approval, with an anticipated start date of Labor Day.

The Board asked about the expected tenure of the position. Mr. Elsen said that the position is needed throughout the bond facilities construction projects, including planning, pre-construction, construction and close-out.

There was no public comment.

M/S/C (Saavedra/Roenisch), unanimously.

P. Take Action on New Job Description for Pool Custodian (Approx. 8:15 p.m.)

Wesley Cedros, Assistant Superintendent of Human Resources, presented the new job description for Pool Custodian. Mr. Cedros explained that this position is a new classified position that will replace the Custodian with Pool Responsibilities and adds more formal responsibilities and training, including covering for the Lead Custodian in case of absence. He said that the pools are very important to the public and the school community, and that it takes quite a bit of upkeep to keep the pools running and safe. This position will report to the Director of Custodial Services. Two of the three positions will be filled by existing employees on July 1, 2023, and the District will hire a third employee to replace a custodian who recently retired.

There was no public comment.

M/S/C (Harlander/Saavedra), unanimously.

Q. Take Action on new job description for Nutrition/Vending Machine Support Worker (Approx. 8:25 p.m.)

Corbett Elsen, Assistant Superintendent of Business & Operations, presented the updated job description for Nutrition/Vending Machine Support Worker. Mr. Elsen said that this is a new classified position that combines serving as a substitute for food service positions at the school sites as needed, and providing vending machine support. This will include preparing meals and servicing vending machines with perishable and non-perishable healthy food and snacks. He added that food service positions have been very hard to fill, and this will provide immediate backup for any absences. He added that this position will not be filled until later in the fall.

There was no public comment.

M/S/C (Harlander/Saavedra), unanimously.

12. Consent Agenda

A. Approve Draft Minutes of the 5/23/23 and 6/13/23 BOT Meetings

B. Approve Personnel Summary for 6/27/23

C. Approve Request for Graduation Waiver - Student A

D. Approve Purchase Orders over \$40,000 - List 21

E. Approve Purchase Orders over \$40,000 - List 01 (23-24)

F. Ratify Contracts under \$40,000 - June 27, 2023

G. Ratify Contracts over \$40,000 - June 27, 2023

H. Declare as Surplus and Authorize Disposal of Tall Filing Cabinets - Maintenance and Operations

I. Declare as Surplus and Authorize Disposal of Trailer - Maintenance and Operations

J. Declare as Surplus and Authorize Disposal of Business Math Textbooks - Redwood High School

Note: This item was pulled from the consent agenda and was considered separately because the attachment was replaced after the Board meeting agenda was published. The corrected document is attached to the agenda was made available to Board and public at the board meeting.

M/S/C (Saavedra/Harlander), unanimously.

K. Declare as Surplus and Authorize Disposal of English Books - Redwood High School

L. Approve High Risk Field Trip - TEAMS Overnight Backpacking Fieldtrips for the 2023-2024 School Year - Archie Williams

High School

M. Archie Williams High School - 2023 Single Plan for Student Achievement

N. Redwood High School-2023 Single Plan for Student Achievement

O. Tamalpais High School -2023 Single Plan for Student Achievement

P. Tamiscal High School - 2023 Single Plan for Student Achievement

Q. San Andreas - 2023 Single Plan for Student Achievement

R. Approve New Member Voting Rights on Behalf of Tamalpais Adult School for the Marin Adult Education Consortium

13. Superintendent's Report

Tara Taupier was absent and did not provide a Superintendent's report.

14. Trustee Reports

Cynthia Roenisch requested two future agenda items, including an update on the District's cell phone policy and a more in-depth look at absences and their impact on student learning and classroom teaching. Ms. Roenisch said that she would like to expand the focus of absence reporting to include the entire student population, including higher performing students, like those who take AP classes. She said that she has noticed a shift in student attitudes about attendance since Covid, and would like to hear from educators about how excused and unexcused absences are impacting the classroom.

Leslie Harlander suggested that the Board resurrect the governance calendar so that agenda items can be pre-scheduled on the board meeting calendar. The Board agreed that it was a good idea.

Kevin Saavedra commented that the Board is wrapping up a successful year, the District is starting new projects, the administration is working well, there's a new hire at Tam, the budget presentation was less contentious than in previous years, and the District is in a great place.

The Board agreed and thanked Tara and the Assistant Superintendents for their work to get the District where it is today.

15. Conclusion

Leslie Harlander reviewed the board norms.

Karen Loebbaka wished the Board, Superintendent and Assistant Superintendents a happy end to the 2022-23 school year and thanked them for a job well done.

16. Adjournment

The meeting adjourned at 7:11 p.m.



Board Clerk