



## COLD SPRING SCHOOL DISTRICT BOARD OF TRUSTEES

### REGULAR BOARD MEETING

MONDAY, APRIL 9, 2018  
5:30 PM

COLD SPRING SCHOOL AUDITORIUM  
2243 SYCAMORE CANYON RD, SANTA BARBARA, CA, 93108

Welcome to the meeting of the Cold Spring School District Board of Trustees.

**Public Comments** – Members of the public are encouraged to attend Board meetings and to address the Board concerning any item on the agenda or within the Board's jurisdiction. In order to conduct district business in an orderly and efficient manner, the Board requires that public presentations to the Board comply with the following procedures:

Persons wishing to address the Board must turn in a Request to Address the Board form prior to the agenda item or prior to the Public Comments period if the item is not on the agenda.

During the Public Comments agenda item (Item 9), members of the public may bring before the Board matters that are not listed on the agenda. The Board shall take no action or discussion on any item not appearing on the posted agenda, except as authorized by law. (Education Code 35145.5, Government Code 54954.2)

Members of the public may address the Board on any item on the agenda either before or during the Board's consideration of the item. A Request to Address the Board must be turned in prior to the agenda item.

Individual speakers shall be allowed three (3) minutes to address the Board on each agenda or non-agenda item. The Board shall limit the total time for public input on each item to 15 minutes.

**Accessibility** – In compliance with the American Disabilities Act, if you need special assistance to participate in the meeting or need this agenda provided in disability-related alternative format, please contact the [Superintendent/Principal's Office](#). Notification 24 hours prior to the meeting will enable the District to make reasonable arrangements to ensure accommodation and accessibility to this meeting. Upon request, the District shall also make available this agenda and all other public records associated with the meeting in appropriate alternative formats for persons with a disability.

**Reports/Attachments** – Members of the public may request a copy of the agenda, or a copy of the documents constituting the agenda packet, of any meeting of the Board of Trustees.

**Cell Phones / Electronic Devices** – As a courtesy to all meeting attendees, please set cell phones and electronic devices to silent mode and engage in conversations outside the meeting room.

**COLD SPRING SCHOOL DISTRICT  
BOARD OF TRUSTEES  
REGULAR BOARD MEETING**

**AGENDA**

**MONDAY, APRIL 9, 2018  
5:30 PM**

**COLD SPRING SCHOOL AUDITORIUM  
2243 SYCAMORE CANYON RD, SANTA BARBARA, CA, 93108**

**REGULAR SESSION / CALL TO ORDER**

**1. CALL TO ORDER.....5:30 PM**

**2. APPROVAL OF THE AGENDA**

[Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Ayes: \_\_\_\_\_ Noes: \_\_\_\_\_ Absent: \_\_\_\_\_ Abstain: \_\_\_\_\_]

**3. CLOSED SESSION**

3.A. Conference with Labor Negotiators (Gov. Code sec. 54957)  
Agency designated representatives: Yuri Calderon and Dr. Amy Alzina  
Employee organization: CSEA

**4. PLEDGE OF ALLEGIANCE**

**5. ANNOUNCEMENT OF CLOSED SESSION ACTION**

**6. COLD SPRING SCHOOL MISSION STATEMENT**

The mission of Cold Spring School is to provide a quality educational program in a secure family atmosphere, which fosters a balance of academic achievement, healthy personal development, social and environmental responsibility, and enthusiasm for lifelong learning.

Teachers, staff, parents, and the community will work together to create a school environment in which cooperative problem-solving, creativity, and innovative thinking are encouraged, and the unique potential of each individual student and employee is valued and nurtured.

**7. APPROVAL OF MINUTES..... ITEM 7A – 7B**

7.A. Approval of Minutes of the March 8, 2018 Board Meeting, Special Session

[Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Ayes: \_\_\_\_\_ Noes: \_\_\_\_\_ Absent: \_\_\_\_\_ Abstain: \_\_\_\_\_]

7.B. Approval of Minutes of the March 12, 2018 Board Meeting, Regular Session

[Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Ayes: \_\_\_\_\_ Noes: \_\_\_\_\_ Absent: \_\_\_\_\_ Abstain: \_\_\_\_\_]

**8. RECOGNITIONS, RECEIPT OF GIFTS, ACKNOWLEDGEMENTS, AND ACCEPTANCES**

## **9. PUBLIC COMMENTS**

During this time, the Board President may acknowledge requests to speak on a topic not on the agenda. Persons wishing to address the Board should make a written request prior to this agenda item.

## **10. BOARD COMMENTS – COMMUNICATION/CORRESPONDENCE**

Individual Board Members may share information or correspondence with the Board, staff and the public.

## **11. CONSENT AGENDA.....ITEMS 11A – 11B**

The following items are routine and may be enacted by approval of a single motion. There will be no separate discussion of these items. Any item may be removed from the Consent Agenda upon request of a Board member.

Recommended that the board approve the following items as presented:

### **11.A. FINANCE REPORTS:**

1. Warrants (attachment)
2. Regular payroll, March 2018: \$277,036.50
3. Other financial items

### **11.B. Ratification and/or Approval of Applications for Use of School Facilities, (7 total), as shown in the attached supplement**

To ratify:

- Santa Barbara Pony Baseball, Mike Denver and Jennie Grube

To approve:

- Musical Minds, Warren Mendes
- Academic Chess, Beatriz Arroyo
- Afterschool Spanish, Holly Covington
- Santa Barbara Festival Ballet, Erin Clark
- Cold Spring Culinary Academy, Susan Iwanaga
- Montecito Covenant Noah's Camp, Heather Shennum

[Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Ayes: \_\_\_\_\_ Noes: \_\_\_\_\_ Absent: \_\_\_\_\_ Abstain: \_\_\_\_\_]

## **12. SUPERINTENDENT REPORT .....ITEMS 12A – 12B**

### **12.A. Current Enrollment Report and Projected Enrollment**

### **12.B. Quarterly Williams Report**

## **13. BUSINESS AND FINANCE.....ITEMS 13**

## **14. ACTION AGENDA.....ITEMS 14A – 14C**

### **14.A. Approval of the Addition to the Comprehensive Safety Plan: Debris Flow and Flood Plan**

[Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Ayes: \_\_\_\_\_ Noes: \_\_\_\_\_ Absent: \_\_\_\_\_ Abstain: \_\_\_\_\_]

14.B. Approval of Resolution 2017-18/9: Authorizing The Reimbursement of the District's Fund 40 Special Reserve for Capital Outlay Projects for Expenditures Made on Behalf of the District's Bond Program, Santa Barbara County, California

[Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Ayes: \_\_\_\_\_ Noes: \_\_\_\_\_ Absent: \_\_\_\_\_ Abstain: \_\_\_\_\_]

14.C. Approval of a Special Allocation of Funds for Summer Tutoring

[Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Ayes: \_\_\_\_\_ Noes: \_\_\_\_\_ Absent: \_\_\_\_\_ Abstain: \_\_\_\_\_]

**15. CONFERENCE AGENDA ..... ITEM 15A**

Conference items may recognize people and programs, provide reports, request operational actions, discuss proposals, or make recommendations. The Board may comment, provide direction or take action on these items. Generally, items requiring action will be placed on a following agenda.

15.A. Review and/or Approval of the CSBA Board Evaluation Tool

[Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Ayes: \_\_\_\_\_ Noes: \_\_\_\_\_ Absent: \_\_\_\_\_ Abstain: \_\_\_\_\_]

**16. SUGGESTED BOARD AGENDA ITEMS FOR THE MAY 14, REGULAR MEETING**

- Developer Fees
- Recognition of Parent Volunteers
- Evaluate SAVE Program
- Budget Update

**17. BOARD GOVERNANCE**

17.A. Evaluation of Meeting

**18. ADJOURNMENT**

[Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Ayes: \_\_\_\_\_ Noes: \_\_\_\_\_ Absent: \_\_\_\_\_ Abstain: \_\_\_\_\_]

Date of Next Regular Board Meeting: May 14, 2018



**COLD SPRING SCHOOL DISTRICT  
BOARD OF TRUSTEES  
BOARD MEETING / SPECIAL SESSION**

**MINUTES**

**THURSDAY, MARCH 8, 2018  
5:00 PM**

**COLD SPRING SCHOOL AUDITORIUM  
2243 SYCAMORE CANYON ROAD, SANTA BARBARA, CA, 93108**

**ATTENDANCE / BOARD**

Jennifer Miller  
Kim Ferrarin  
Kathy Davidson  
Gregg Peterson  
Leslie Kneafsey

**ADMINISTRATION / STAFF**

Dr. Amy Alzina, Superintendent/Principal  
Dr. Conny Santa Cruz, Business Manager  
Coral Godlis, Executive Assistant

**General Counsel:** Yuri Calderon

- 1. CALL TO ORDER** ..... 5:00 PM  
The meeting was called to order at 5:02 PM.

**2. APPROVAL OF AGENDA**

It was moved by Trustee Miller, seconded by Trustee Peterson, to approve the Agenda for Thursday, March 8, 2018.

Ayes: Davidson, Ferrarin, Kneafsey, Miller, Peterson; Noes: 0; Abstain: 0; Absent: 0;  
Motion unanimously carried.

**3. PLEDGE OF ALLEGIANCE**

President Miller led the Pledge of Allegiance.

**4. PUBLIC COMMENTS**

The following member of the public addressed the Board regarding communication from Cold Spring School District to the community:

- Denice Adams

The following members of the public addressed the Board regarding the 2018-19 expenditure reductions:

- Jason Oatis
- Denice Adams
- Stephanie Carey
- Jenna Tosh

The following member of the public addressed the Board regarding traffic speed on Barker Pass Road:

- Nancy Hofbauer

## 5. BOARD COMMENTS – COMMUNICATION/CORRESPONDENCE

Trustee Peterson thanked the public for sharing their input regarding the 2018-19 Expenditure Reductions with the Board.

## 6. ACTION

### 6.A. Approval of the 2018-19 Expenditure Reductions Plans

Dr. Alzina thanked the community for donating to the Cold Spring School Foundation. She informed the Board of the many upcoming fundraising opportunities, including the Tuff Run, a benefit concert by a local performer, and the Cold Spring School Foundation Auction Event. Dr. Alzina also informed the Board that she is, along with the support of parents, writing grants to support the 2018-2019 budget. If a sufficient amount of money is raised, Dr. Alzina intends to recommend withdrawing some of the budget cuts. Dr. Alzina recommended Tier 1 and Tier 2 budget cuts for the 2018-2019 fiscal year totaling a projected \$397,820.22. The proposed cuts would allow the District to maintain a balanced budget for the 2018-19 school year in light of the anticipated 9% drop in assessed property tax value. Attached to the Minutes is the Proposed Budgetary Cuts, including Tier 1 and Tier 2, for the 2018-19 school year presented by Dr. Alzina. The Board discussed Dr. Alzina's proposal.

It was moved by Trustee Miller, seconded by Trustee Peterson, to approve the 2018-19 Expenditure Reductions Plans: Tier 1 and Tier 2.

Ayes: Ferrarin, Kneafsey, Miller, Peterson; Noes: Davidson; Abstain: 0; Absent: 0;  
The motion carried.

### 6.B. Approval of Resolution 2017-18/7 Reducing or Eliminating Certain Certificated Services and Corresponding Notices of Non-Reemployment

It was moved by Trustee Peterson, seconded by Trustee Ferrarin, to approve Resolution 2017-18/7 Reducing or Eliminating Certain Certificated Services and Corresponding Notices of Non-Reemployment.

Ayes: Ferrarin, Kneafsey, Miller, Peterson; Noes: Davidson; Abstain: 0; Absent: 0;  
The motion carried.

### 6.C. Approval of Resolution 2017-18/8 Reducing or Eliminating Positions in the Classified Service and Corresponding Layoff of Classified Employees

It was moved by Trustee Peterson, seconded by Trustee Miller, to approve Resolution 2017-18/8 Reducing or Eliminating Positions in the Classified Service and Corresponding Layoff of Classified Employees.

Ayes: Ferrarin, Kneafsey, Miller, Peterson; Noes: Davidson; Abstain: 0; Absent: 0;  
The motion carried.

### 6.D. Approval to the Modification of the Engagement with the District's Legal Counsel, Yuri Calderon

It was moved by Trustee Miller, seconded by Trustee Kneafsey, to approve the Modification of the Engagement with the District's Legal Counsel, Yuri Calderon.

Ayes: Ferrarin, Kneafsey, Miller, Peterson; Noes: Davidson; Abstain: 0; Absent: 0;  
The motion carried.

## **7. ADJOURNMENT**

It was moved by Trustee Miller, seconded by Trustee Peterson, to adjourn the meeting for Thursday, March 8, 2018.

Ayes: Davidson, Ferrarin, Kneafsey, Miller, Peterson; Noes: 0; Abstain: 0; Absent: 0; The motion unanimously carried.

The meeting was adjourned at 6:04 PM.

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Kimberly Ferrarin, Board Clerk

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Date

**Cold Spring School District  
Proposed Budgetary Cuts  
For 2018-2019**

On March 8, 2018, at a special meeting of the Governing Board, the Board will be considering budget cuts required by the impacts of the Thomas Fire and January 9 debris flow. The purpose of this memorandum is to summarize the cuts and the assumptions upon which they are based.

**Background:**

As a community funded District, our budget is based primarily on revenue from property taxes (93% of the budget). A small portion of our revenue comes from federal and state funding. In the past, our budget has assumed a conservative 3% growth based on the growth in our community assessed valuation (property values). The Thomas Fire and January 9 Debris Flow destroyed many properties in our community and will result in an impact to the total assessed valuation in our community, and hence the revenue to our District, for the next 3-5 years.

To account for this decline in revenue, the District must make adjustments to its expenditures to maintain a balanced budget. As a small school, deciding what cuts to make and trying to make cuts that have the least impact on the students and classroom instruction is extremely challenging.

At the March 8th special Board meeting, I am proposing a Budget Reduction Plan comprised of two tiers that will achieve the required cuts and meet the following three goals outlined in our LCAP.

1. Maintain small class size
2. Provide the same excellent education program, including the specialist program, and
3. Maintain a balanced budget this year and present a balanced budget next year.

We will achieve these goals by allocating existing resources more efficiently.

**Assumptions:**

The proposed Budget Reduction Plan makes a number of assumptions based on the most current information that we have. As you are aware, the Tax Assessor's Office continues to work diligently to survey the property damage in Montecito. This work will take time to fully complete. We anticipate that additional information will not be available until the end of this fiscal year. Keep in mind that the information we are using today represents a snapshot in time. Our sincere hope is that the economic outlook for the District will improve. As information becomes clearer through the course of this year we will make adjustments. The Plan is based on the following assumptions:

- A 9% decrease in Assessed Value for 2018-2019 fiscal year.
- No increase in Assessed Valuation for the 2019-2020 fiscal year.
- Normal annual increases in expenses associated with PERS, STRS and step in column

Based on these assumptions, I propose the Board consider adopting the following Budget Reduction Plan:

**Reductions:**

**COLD SPRING SCHOOL DISTRICT PROPOSED REDUCTION PLAN  
RECOMMENDATION FOR FY 2018-2019**

<b>TIER I</b>	
<b>Administrative, School, and District Reductions</b>	<b>TOTAL SAVINGS</b>
Eliminate Contractual Superintendent Raise for 2018-2019	\$ 5,037.74
Reduction of Legal Services	\$ 6,000.00
Eliminate 1 Teaching Position	\$ 94,098.61
Eliminate Classified PE specialist	\$ 80,401.77
Eliminate 1 .5 Night Custodian	\$ 16,914.14
Eliminate 1 Classroom Assistant	\$ 14,560.81
Reduce all Classroom Assistants to 3.75 hours a day & math tutor to 1 hr.	\$ 51,386.30
<b>Tier I Savings:</b>	<b>\$ 268,399.37</b>

<b>TIER II</b>	
Eliminate 1 Teaching Position	\$ 129,420.85
<b>Tier II Savings:</b>	<b>\$ 129,420.85</b>

Combined Savings from Tier I and II:

**\$ 397,820.22**

**Tier I**

1. An agreement to forego the contractual raise for the Superintendent/Principal for the upcoming year.
2. Reduction of Legal services
3. A reduction of hours for certain classified staff, including adjusting all (3) instructional aids to no more than 3.75 hours.
4. An elimination of one instructional assistant position, resulting in one instructional assistant per classroom.

5. Elimination of the classified PE Specialist.
6. Elimination of one part-time (0.5 FTE) night custodian position.
7. Reduction in force of one certificated teacher position
8. Reduction in the number of hours of math tutoring.

**Tier II**

1. Reduction in force of one additional certificated teacher position

The cuts identified in tiers one and two should be sufficient to achieve a balanced budget for the 2018-2019 school year. If we receive donations/grants between now and the end of this school year, we may be able to take a number of these cuts off the table beginning with Tier 2.

The Board actions that I am recommending for Thursday night would implement the proposed budget cuts. Per the Education Code, we would make a final decision relative to the certificated cuts prior to May 15th. The classified lay-offs are proposed to be made at the end of this academic year. These actions are consistent with the Second Interim Financial Report that staff will be presenting on Monday, March 12.



**COLD SPRING SCHOOL DISTRICT  
BOARD OF TRUSTEES  
REGULAR BOARD MEETING**

**MINUTES**

**MONDAY, MARCH 12, 2018  
6:00 PM**

**COLD SPRING SCHOOL AUDITORIUM  
2243 SYCAMORE CANYON RD, SANTA BARBARA, CA, 93108**

**Board Members**

Jennifer Miller  
Gregg Peterson  
Kathy Davidson  
Leslie Kneafsey

**Administration / Staff**

Dr. Amy Alzina, Superintendent/Principal  
Coral Godlis, Executive Assistant  
Conny Santa Cruz, Business Manager

**General Counsel:**

Yuri Calderon

**1. CALL TO ORDER ..... 6:00 PM**

The meeting was called to order at 6:04 PM.

**2. APPROVAL OF THE AGENDA**

It was moved by Trustee Peterson, seconded by Trustee Miller, to approve the Agenda for Monday, March 12, 2018.

Ayes: Davidson, Kneafsey, Miller, Peterson; Noes: 0; Abstain: 0; Absent: Ferrarin;  
The motion unanimously carried.

**3. CLOSED SESSION**

No Closed Session scheduled.

**4. PLEDGE OF ALLEGIANCE**

President Miller led the Pledge of Allegiance.

**5. ANNOUNCEMENT OF CLOSED SESSION ACTION**

No Closed Session scheduled.

**6. COLD SPRING SCHOOL MISSION STATEMENT**

Trustee Peterson read the Cold Spring School Mission Statement.

**7. APPROVAL OF MINUTES ..... ITEM 7A**

7.A. Approval of Minutes of the March 12, 2018 Board Meeting, Regular Session

It was moved by Trustee Peterson, seconded by Trustee Kneafsey, to approve the Minutes for Monday, March 12, 2018 Regular Board Meeting.

Ayes: Davidson, Kneafsey, Miller, Peterson; Noes: 0; Abstain: 0; Absent: Ferrarin;  
The motion unanimously carried.

**8. RECOGNITIONS, RECEIPT OF GIFTS, ACKNOWLEDGEMENTS, AND ACCEPTANCES**

Dr. Alzina thanked Heineman Publishing Company for a donation estimated at approximately \$8,000 to \$9,000 of leveled readers.

**9. PUBLIC COMMENTS**

The following member of the public addressed the Board regarding the recent layoffs, teachers, and the culture of Cold Spring School:

- Ardy Banan

The following member of the public addressed the Board regarding communication and community outreach from Cold Spring School District:

- Denice Adams

**10. BOARD COMMENTS – COMMUNICATION/CORRESPONDENCE**

There were none.

**11. CONSENT AGENDA .....ITEMS 11A**

The following member of the public addressed the Board regarding Item 11.A. Finance Report:

- Denice Adams

**11.A. FINANCE REPORTS:**

1. Warrants
2. Regular payroll, February 2018: \$279,003.35
3. Other financial items

It was moved by Trustee Davidson, seconded by Trustee Peterson, to move Item 11.A. to the Conference Agenda.

Ayes: Davidson, Peterson; Noes: Kneafsey, Miller; Abstain: 0; Absent: Ferrarin; The motion did not carry.

It was moved by Trustee Peterson, seconded by Trustee Kneafsey, to approve the Consent Agenda.

Ayes: Davidson, Kneafsey, Miller, Peterson; Noes: 0; Abstain: 0; Absent: Ferrarin; The motion unanimously carried.

**12. SUPERINTENDENT REPORT.....ITEMS 12A – 12C**

The following member of the public addressed the Board regarding Item 12.A. Current Enrollment Report:

- Denice Adams

**12.A. Current Enrollment Report**

The current enrollment at Cold Spring School is 169 students. Dr. Alzina is working on collecting data for enrollment projections for the 2018-19 school year.

**12.B. Appreciation and Thank You to Goleta Union School District for the Use of the El Rancho School Site**

Dr. Alzina thanked Goleta Union School District for hosting Cold Spring School at the El Rancho School site for two days during the recent evacuation. She plans to attend a Goleta Union School District Board meeting to thank their Board personally.

**12.C. Thank You to the Heinemann Publishing Company for the Donation of Books**

**13. BUSINESS AND FINANCE.....ITEMS 13A – 13C**

The following member of the public addressed the Board regarding Fund 40 Reserves:

- Stephanie Carey

The following member of the public addressed the Board regarding the District's Budget:

- Manny Fernandez

**13.A. Approval of the 2017-2018 Second Interim Report**

Dr. Santa Cruz reported the 2017-18 Second Interim Report received a positive certification from the state SACS reporting system. Attached to the Minutes is the Powerpoint that was presented.

It was moved by Trustee Miller, seconded by Trustee Kneafsey, to approve the 2017-2018 Second Interim Report.

Ayes: Davidson, Kneafsey, Miller, Peterson; Noes: 0; Abstain: 0; Absent: Ferrarin;  
The motion unanimously carried.

**13.B. Approval of Good Governance and Program Advisory Services Agreement, SI&A Innovations**

It was moved by Trustee Peterson, seconded by Trustee Kneafsey, to approve the Good Governance and Program Advisory Services Agreement, SI&A Innovations.

Ayes: Davidson, Kneafsey, Miller, Peterson; Noes: 0; Abstain: 0; Absent: Ferrarin;  
The motion unanimously carried.

**13.C. Approval of Resolution 2017-18/9: The Governing Board of the Cold Spring School District Writing-Off The Outstanding Balance Owed from Fund 63 to the General Fund**

It was moved by Trustee Miller, seconded by Trustee Kneafsey, to table the Resolution 2017-18/9: The Governing Board of the Cold Spring School District Writing-Off The Outstanding Balance Owed from Fund 63 to the General Fund.

Ayes: Davidson, Kneafsey, Miller, Peterson; Noes: 0; Abstain: 0; Absent: Ferrarin;  
The motion unanimously carried.

**14. ACTION AGENDA.....ITEM 14A – 14C**

**14.A. Approval of the District Calendar for the 2018-19 School Year**

It was moved by Trustee Peterson, seconded by Trustee Kneafsey, to approve the District Calendar for the 2018-19 School Year.

Ayes: Davidson, Kneafsey, Miller, Peterson; Noes: 0; Abstain: 0; Absent: Ferrarin;  
The motion unanimously carried.

**14.B. Approval of Resolution 2017-18/6: Resolution of the Cold Spring School District Board of Trustees Waiving the District Residency Requirement Set Forth in Board Policy Section 5111.1 For Certain Students and Families of the Cold Spring School District Affected by the Thomas Fire of December 2017 and the Montecito Mudslide Event of January 9, 2018, Santa Barbara, California**

It was moved by Trustee Peterson, seconded by Trustee Kneafsey, to approve the Resolution 2017-18/6: Resolution of the Cold Spring School District Board of Trustees Waiving the District Residency Requirement Set Forth in Board Policy Section 5111.1 For Certain Students and Families of the Cold Spring School District Affected by the Thomas Fire of December 2017 and the Montecito Mudslide Event of January 9, 2018, Santa Barbara, California.

Ayes: Davidson, Kneafsey, Miller, Peterson; Noes: 0; Abstain: 0; Absent: Ferrarin;  
The motion unanimously carried.

**14.C. Approval of the Proposed Dissolution of the Agreement with FM3 Research, Survey Consultant**

The Board requested any information the survey consultant collected regarding property owner demographics be submitted to the district so the district can add it to its ParentSquare data base for communication.

It was moved by Trustee Peterson, seconded by Trustee Kneafsey, to approve the Proposed Dissolution of the Agreement with FM3 Research, Survey Consultant.

Ayes: Davidson, Kneafsey, Miller, Peterson; Noes: 0; Abstain: 0; Absent: Ferrarin;  
The motion unanimously carried.

**15. CONFERENCE AGENDA ..... ITEMS 15**  
There were no items to report on the Conference Agenda.

**16. SUGGESTED BOARD AGENDA ITEMS FOR THE APRIL 9, REGULAR MEETING**

- Quarterly Williams Report

- Discussion of Preliminary Budget
- School Accountability Report Card (SARC)
- Developer Fees
- Modular Building Presentation and Discussion

## **17. BOARD GOVERNANCE**

### 17.A. Evaluation of Meeting

## **18. ADJOURNMENT**

It was moved by Trustee Miller, seconded by Trustee Peterson, to adjourn the March 12, 2018 Regular Session meeting.

Ayes: Davidson, Kneafsey, Miller, Peterson; Noes: 0; Abstain: 0; Absent: Ferrarin;  
The motion unanimously carried.

The meeting was adjourned at 7:49 PM.

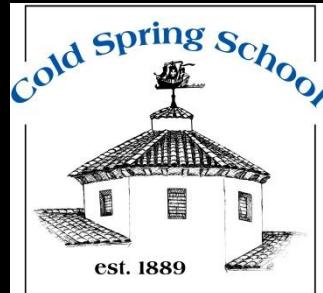
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Kimberly Ferrarin, Board Clerk

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Date

# Cold Spring School District



## 2017-2018 2<sup>nd</sup> Interim Report

Dr. Amy Alzina, Superintendent/Principal  
Dr. Conny Santa Cruz, Business Manager

March 12, 2018  
Agenda Item 13A

# Executive Summary

- Current Fiscal Year: We are doing well with a positive increase to our fund balance
- Future Years: Difficult Economic Times due to 1-9 Debris Flow
- The cuts that the board made on Thursday have been included in the second interim and support a **positive certification** by the SBCEO.
- The increase to our fund balance and the money from our fundraising efforts should allow us to make some adjustments by the end of this year.

# Second Interim Report

- The District's 2<sup>nd</sup> Interim Budget Report reflects the district's revenue and expenditures for the period ending January 31, 2018
- The report also provides a projection of expenditures for the remaining fiscal year and the two subsequent fiscal years.
- The report must be submitted to the County Office of Education no later than *March 17*.
- All districts in the County must receive certification within 75 days after the close of the reporting period.
- The report represents a snapshot in time and is utilized by District staff for planning purposes.

# Relevance

- The interim reports must include a *certification* of whether or not the District is able *to meet its financial obligations* in the current year and two subsequent years. The District must certify as one of the following:
  - a. Positive (will meet) 
  - b. Qualified (may not) or
  - c. Negative (unable to meet).

# Budgeting Assumptions

Planning Factors Budget Assumptions for the 2017-18 Second Interim Report and MYP			
Criteria	AB 2017-18	FY 2018-19	FY 2019-20
Property Tax Collections	3%	-9%	0%
CalSTERS Employer Projected Rates	14.43%	16.28%	18.13%
CalPERS Employer Projected Rates	15.531%	17.70%	20.00%
Step in Column	1.5%	1.5%	1.5%
Mandated Block Grant per ADA	\$30.34	\$31.10	\$31.10
Mandated Cost Per ADA (one-time)	\$143.32	\$0	\$0
Lottery- Unrestricted per ADA	\$146	\$146	\$146
Lottery-Restricted per ADA	\$48	\$48	\$48
One Time Discretionary Funds per ADA	\$147.00	\$295.00	\$0

- Based in part on information provided by School Services of California Dartboard 2017-18 Adopted State Budget

# Projected Year-End Expenditures

Cold Spring Elementary  
Santa Barbara County

2017-18 Second Interim  
General Fund  
Unrestricted (Resources 0000-1999)  
Revenues, Expenditures, and Changes in Fund Balance

42 69161 0000000  
Form 01I

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff (E/B) (F)
<b>A. REVENUES</b>								
1) LCFF Sources	8010-8099		3,587,650.00	3,641,958.00	2,026,356.12	3,615,017.00	(26,941.00)	-0.7%
2) Federal Revenue	8100-8299		0.00	0.00	0.00	0.00	0.00	0.0%
3) Other State Revenue	8300-8599		27,434.00	40,096.00	29,011.09	64,620.00	24,524.00	61.2%
4) Other Local Revenue	8600-8799		134,450.00	180,893.39	174,707.85	213,889.42	32,996.03	18.2%
<b>5) TOTAL, REVENUES</b>			3,749,534.00	3,862,947.39	2,230,075.06	3,893,526.42		
<b>B. EXPENDITURES</b>								
1) Certificated Salaries	1000-1999		1,507,263.00	1,538,471.45	763,816.29	1,518,181.45	20,290.00	1.3%
2) Classified Salaries	2000-2999		676,209.00	631,988.57	344,328.95	642,039.41	(10,050.84)	-1.6%
3) Employee Benefits	3000-3999		781,798.85	807,489.39	400,846.44	812,185.70	(4,696.31)	-0.6%
4) Books and Supplies	4000-4999		136,357.00	137,665.70	88,166.22	236,808.27	(99,142.57)	-72.0%
5) Services and Other Operating Expenditures	5000-5999		293,826.00	305,838.13	179,036.58	355,688.53	(49,850.40)	-16.3%
6) Capital Outlay	6000-6999		0.00	0.00	0.00	0.00	0.00	0.0%
7) Other Outgo (excluding Transfers of Indirect Costs)	7100-7299							
	7400-7499		323,206.00	323,206.00	177.96	218,206.00	105,000.00	32.5%
8) Other Outgo - Transfers of Indirect Costs	7300-7399		0.00	0.00	0.00	0.00	0.00	0.0%
<b>9) TOTAL, EXPENDITURES</b>			3,718,659.85	3,744,659.24	1,776,372.44	3,783,109.36		
<b>C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)</b>			30,874.15	118,288.15	453,702.62	110,417.06		

# Cold Spring School District

## 2017-2018 2<sup>nd</sup> Interim Report Summaries

### General Fund (01)

DESCRIPTION	ORIGINAL BUDGET	1st Interim Projections	ACTUALS	2nd Interim Projections
(A) Revenues	\$3,749,534	\$3,862,947.39	\$2,230,075.06	\$3,893,526.42
(B) Expenditures	\$3,718,659	\$3,744,659.24	\$1,776,342.44	\$3,783,109.36
(C) Excess R/E	\$30,874	\$118,288.15	\$453,702.62	\$110,417.06
(D) Other Fin. Res.	(\$8500)	(\$17,477)	(\$8500)	(\$17,477)
(E) Net Increase (c+d)	\$22,374	\$100,810.38	\$445,202.62	\$92,239.29
(F) Fund Balance Reserves	\$186,589.42	\$265,025.65	\$	\$257,154.56

# Thank you!

### ReqPay12\_SBCEOx

### ReqPay12x - Board Report of Checks with Comment

Checks Dated 03/07/2018 through 04/02/2018

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Unpaid Tax	Expensed Amount	Check Amount
01-506897	03/07/2018	Sara Disalvo	01-4310	KASC Workshop		41.40	68.37
01-506897	03/07/2018	Sara Disalvo	01-4310	Target - Stationary & Office, Toys & Sporting Goods		22.97	
01-506897	03/07/2018	Sara Disalvo	01-4310	Teachers Pay Teachers - Classroom Instruments		4.00	
01-506898	03/07/2018	Amber N. O'neill	01-4310	Amazon - Strathmore Black Chalk Paper		19.72	126.82
01-506898	03/07/2018	Amber N. O'neill	01-4310	Amazon - Strathmore Paper		17.24	
01-506898	03/07/2018	Amber N. O'neill	01-4310	Art Essentials - Paint & Paper		89.86	
01-506899	03/07/2018	Assoc. Of California Admin.	01-5310	Monthly dues for Dr. Alzina		235.24	235.24
01-506900	03/07/2018	Bitvision,LLC	01-5800	Monthly IT Agreement		548.00	548.00
01-506901	03/07/2018	Guided Discoveries, Inc.	01-5891	CIMI - Fox Landing - 5th Grade		6,340.00	6,340.00
01-506902	03/07/2018	Nick Rail Music	01-4310	Eastman VL80ST-1/2 Violin Outfit		265.07	265.07
01-508062	03/14/2018	Bitvision,LLC	01-5800	Dell Hardware - Computer for Dr. Santa Cruz		1,356.71	1,356.71
01-508063	03/14/2018	BMA, INC.	01-5850	Prop 39 Mechanical Engineering Services		525.00	525.00
01-508064	03/14/2018	Coastal Copy, Lp	01-4310	Copiers & Printers		2,080.33	2,080.33
01-508065	03/14/2018	COMMONGROUND	01-4310	Landscape Materials/Supplies - Bamboo Pipeline		566.98	566.98
01-508066	03/14/2018	Department Of Justice	01-5850	Fingerprint Apps - 3 CIMI Chaperones		96.00	96.00
01-508067	03/14/2018	Disneyland Resort-Ticket Sales & Service	01-5891	DPA 1 day - Choir Performance/Disneyland		3,650.00	3,650.00
01-508068	03/14/2018	EduCraft, LLC	01-4310	3D Printer Professional Development		1,170.00	1,170.00
01-508069	03/14/2018	Empire Chemical Co., Inc. dba Empire Cleaning Supply	01-4300	Toilet Tissue, Liners		303.98	303.98
01-508070	03/14/2018	JULIE AVNIT, CONSULTANT	01-5850	Prop 39 Project Plan		140.00	140.00
01-508071	03/14/2018	Just Communities	01-5200	Balance for Parent Workshop		500.00	500.00
01-508072	03/14/2018	Lenz Pest Control	01-5860	2 x's per week underground trapping		280.00	280.00
01-508073	03/14/2018	Marborg Industries	01-5570	Monthly Trash Service (February)		918.58	918.58
01-508074	03/14/2018	Mountain Spring Water	01-5860	Cooler Cold		16.00	140.80
01-508074	03/14/2018	Mountain Spring Water	01-5860	Cooler H&C		21.00	
01-508074	03/14/2018	Mountain Spring Water	01-5860	Water Delivery		34.60	
01-508074	03/14/2018	Mountain Spring Water	01-5860	Water gallon delivery		69.20	
01-508075	03/14/2018	Pitney Bowes	01-5630	Mail Meter Charges		286.12	286.12
01-508076	03/14/2018	SISC III	01-3401	March Health Insurance Premiums		8,800.00	48,190.00
01-508076	03/14/2018	SISC III	20-9510	March Health Insurance Premiums		39,390.00	
01-508077	03/14/2018	Southern Ca Edison Company	01-5520	Charges 02/06/2018-03/08/2018		1,532.20	1,532.20
01-508078	03/14/2018	Southern Ca Gas Company	01-5510	Charges 02/02/2018-03/06/2018		783.52	783.52

ReqPay12x -

Checks

006 - Cold Spring School Generated for Adriana Rey-Dovgin /06REYDOV/GINA

### ReqPay12\_SBCEx

### ReqPay12x - Board Report of Checks with Comment

Checks Dated 03/07/2018 through 04/02/2018

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Unpaid Tax	Expensed Amount	Check Amount
01-508079	03/14/2018	Wells Fargo Vendor Fin Serv	01-5630	Inv. from 2016 - Copier Bridgeunit - monthly charge		199.80	199.80
01-509123	03/21/2018	Coral L. Godlis	01-5800	Coffee Bean & Tea Leaf - Principal's Coffee		53.85	53.85
01-509124	03/21/2018	Lindsay D. Stark	63-4301	February - Dolphin Center Snacks		115.95	301.50
01-509124	03/21/2018	Lindsay D. Stark	63-4301	February - Dolphin Center Snacks & Supplies		20.87	
01-509124	03/21/2018	Lindsay D. Stark	63-4301	March - Dolphin Center Snacks		164.68	
01-509125	03/21/2018	Bitvision,LLC	01-5800	Monthly IT Agreement		548.00	548.00
01-509126	03/21/2018	Cold Spring School Parent Club	01-5800	9 coffee mugs		90.00	90.00
01-509127	03/21/2018	Cox Communication-Org	01-5910	Charges 3/8/2018-4/7/2018		474.52	474.52
01-509128	03/21/2018	Diamond A Equipment, LLC	01-4300	Lawnmower service - oil & filter change, changed blades		561.55	561.55
01-509129	03/21/2018	Guided Discoveries, Inc.	01-5891	CIMI - Fox Landing - 5th Grade		260.00	260.00
01-509130	03/21/2018	Montecito Water District	01-5530	Water Usage - 1/27/2018 - 02/27/2018		1,795.80	1,795.80
01-509131	03/21/2018	Santa Barbara Airbus	01-5891	BUS FOR CIMI FIELDTRIP		2,140.00	2,140.00
01-509132	03/21/2018	SBCEO	01-4300	200 Dolphin Cards		2.50	2.50
01-509133	03/21/2018	Wells Fargo Vendor Fin Serv	01-5630	Copier 4551CI		199.34	1,046.26
01-509133	03/21/2018	Wells Fargo Vendor Fin Serv	01-5630	Copiers 8001I & 7551CI		846.92	
01-509134	03/21/2018	Westmont College	63-5850	Dolphin Center Work Study Wages		1,921.50	1,921.50
01-510132	03/28/2018	Bay Alarm Company	01-5630	Burglar - Monitoring Fee		108.00	108.00
01-510133	03/28/2018	Carpinteria Valley Lumber	01-4300	Glue-Krazy Xtr Gel		4.72	4.72
01-510134	03/28/2018	Cox Communication-Org	01-5910	Charges 3/12/2018 - 4/11/2018		840.20	840.20
01-510135	03/28/2018	Joseph Velasco	01-5800	Storytelling Performance		335.00	335.00
01-510136	03/28/2018	Office Depot, Inc.	01-4310	Blanket PO for Classroom and Office Supplies		216.30	216.30
01-510137	03/28/2018	S.B. Home Improvement Center	01-4300	Epoxy Weld Cold Weld Bond		7.53	7.53
01-510138	03/28/2018	Santa Barbara Airbus	01-5891	Choir - Disneyland Visit/Performance		1,740.00	1,740.00
01-510139	03/28/2018	Santa Barbara Locksmiths Inc.	01-4300	Re-keying - 2 keys		10.78	10.78
01-510140	03/28/2018	U.S. BANK CORPORATE PAYMENT SY STEM	01-4300	Amazon - 10 pack Sylvania Lightbulbs		16.61	1,194.99
01-510140	03/28/2018	U.S. BANK CORPORATE PAYMENT SY STEM	01-4300	Amazon - Outside LED Solar Lights		110.97	
01-510140	03/28/2018	U.S. BANK CORPORATE PAYMENT SY STEM	01-4310	Amazon - 5 boxes - Permanent Glue Sticks		47.91	
01-510140	03/28/2018	U.S. BANK CORPORATE PAYMENT SY STEM	01-4310	Amazon - Cardstock - Canary		9.33	
01-510140	03/28/2018	U.S. BANK CORPORATE PAYMENT SY STEM	01-4310	Amazon - Cardstock - White		28.11	

ReqPay12x -

Checks

006 - Cold Spring School Generated for Adriana Rey-Dovgin  
/06REFDOVGINA

### ReqPay12\_SBCEOx

### ReqPay12x - Board Report of Checks with Comment

Checks Dated 03/07/2018 through 04/02/2018

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Unpaid Tax	Expensed Amount	Check Amount
01-510140	03/28/2018	U.S. BANK CORPORATE PAYMENT SY STEM	01-4310	Amazon - Heavy Duty Grip Grease Gun, Composition Books			118.67
01-510140	03/28/2018	U.S. BANK CORPORATE PAYMENT SY STEM	01-4310	Amazon - Lined Sticky Notes			9.46
01-510140	03/28/2018	U.S. BANK CORPORATE PAYMENT SY STEM	01-4310	Amazon - Lined Sticky Notes - Yellow			8.96
01-510140	03/28/2018	U.S. BANK CORPORATE PAYMENT SY STEM	01-4310	Amazon - SF OneCup, French Roast Coffee			23.78
01-510140	03/28/2018	U.S. BANK CORPORATE PAYMENT SY STEM	01-4310	Office Max/Depot -Dual Screwdriver			10.50
01-510140	03/28/2018	U.S. BANK CORPORATE PAYMENT SY STEM	01-4400	Amazon - 3 year Asurion Camera Protection Plan			8.73
01-510140	03/28/2018	U.S. BANK CORPORATE PAYMENT SY STEM	01-4400	Amazon - Memory Card, Digital Camcorder, Camera Camcorder			584.46
01-510140	03/28/2018	U.S. BANK CORPORATE PAYMENT SY STEM	63-5860	Kinderlime - Dolphin Center Monthly Subscription			217.50

## Pay01a

## Payroll Summary by Org

Pay Date 03/30/2018

EARNINGS by Earnings Code		Income	Adjustments	TAXES		Employee	Employer	Total	Subject Grosses
No Gross Pay			1,129.84	Federal Withholding		17,471.86		17,471.86	176,619.93
Regular	204,943.40			State Withholding		6,369.83		6,369.83	176,619.93
				Social Security		3,503.23	3,503.23	7,006.46	56,503.67
				Medicare		2,837.31	2,837.31	5,674.62	195,678.50
				SUI			97.88	97.88	195,678.50
				Workers' Comp			2,064.42	2,064.42	195,678.50
<b>TOTAL</b>	<b>204,943.40</b>		<b>1,129.84</b>	<b>SUBTOTAL</b>		<b>30,182.23</b>	<b>8,502.84</b>	<b>38,685.07</b>	

EARNINGS by Group		Income	Adjustments	REDUCTIONS		Employee	Employer	Total	Subject Grosses
Base Pay	197,577.30			PERS		1,377.20	2,989.94	4,367.14	19,674.26
Miscellaneous	3,886.33		1,129.84	PERS / 62		1,734.11	4,143.48	5,877.59	26,678.78
Stipends	3,479.77			STRS / 60		13,969.40	19,666.11	33,635.51	136,286.59
				STRS / 62		572.86	898.03	1,470.89	6,223.36
				TSAs		1,405.00		1,405.00	
				Benefits		7,762.90	336.13	8,099.03	
				Misc		1,502.00		1,502.00	
<b>TOTAL</b>	<b>204,943.40</b>		<b>1,129.84</b>	<b>SUBTOTAL</b>		<b>28,323.47</b>	<b>28,033.69</b>	<b>56,357.16</b>	

EARNINGS		Person Type	Female Employees	DEDUCTIONS		Employee	Employer	Total	Subject Grosses
Certificated	20	147,594.20	16	126,429.75					
Classified	24	57,349.20	19	41,417.73					
<b>TOTAL</b>	<b>44</b>	<b>204,943.40</b>	<b>35</b>	<b>167,847.48</b>	<b>Benefits</b>		35,556.57	35,556.57	
				Misc		1,281.73		1,281.73	13.80
				Summer Savings		14,887.09		14,887.09	89,322.39
				<b>SUBTOTAL</b>		<b>16,168.82</b>	<b>35,556.57</b>	<b>51,725.39</b>	
				<b>TOTALS</b>		<b>74,674.52</b>	<b>72,093.10</b>	<b>146,767.62</b>	

## Vendor Summary for Pay Date 03/30/2018

## Cancel/Reissue for Process Date 03/30/2018

Vendor Checks	4,706.73	5
Vendor Liabilities	142,060.89	22
	<b>146,767.62</b>	<b>27</b>

Reissued

Cancel Checks

Void ACH

## BALANCING DATA

## NET

Gross Earnings	204,943.40	130,268.88	Net Pay
District Liability	72,093.10	74,674.52	Deductions
		72,093.10	Contributions
	<b>277,036.50</b>	<b>277,036.50</b>	

Direct Deposits	110,990.48	29
Checks	19,278.40	15
Partial Net ACH		
Negative Net		
Check Holds		
Zero Net		
<b>TOTAL</b>	<b>130,268.88</b>	<b>44</b>

Selection Grouped by Org, Filtered by (Org = 6, Starting Pay Date = 3/1/2018, Ending Pay Date = 3/31/2018)

ESCAPE ONLINE

Page 1 of 1

## Cold Spring Elementary School District

2243 Sycamore Canyon Road • Santa Barbara, CA 93108 • Phone (805) 969-2678 • Fax (805) 969-0787

### Application and Agreement for Community Use of School Facilities and Grounds

#### Event or Activity Information

##### Single Event:

Date requested: \_\_\_\_\_

Exact Hours of Use: \_\_\_\_\_

Note: School-connected organizations must apply by the deadline in order to receive priority scheduling. After the deadline, space is first come first serve.

OR

##### Recurring Event:

If you need to use school facilities on a regular basis, you must apply on a quarterly schedule:

- Fall Quarter (Sept-Dec) Deadline: July 31
- Winter Quarter (Jan-Mar) Deadline: Dec. 1 Spring
- Quarter (April-Mid June) Deadline: Mar. 2
- Summer Quarter (Mid June -Aug) Deadline: June 4

Start Date: April 12, 2018 End Date: May 24, 2018  
Days of Week: Thursday Exact Time of Day: 3:10pm 4:10

#### What Facility do you need? (Check all that apply)

- Auditorium
- Classroom
- Playground
- Basketball Court
- Kitchen
- Library
- Field
- Baseball Field
- Parking Lot
- Bathrooms

#### Applicant Information

Group Name: Musical Minds

Address: P.O. Box 8477

Phone: 310-923-2804

Email: jameeta@musicalmindspianohotkeyboardclub.com

Number of Participants: 10

Purpose: piano keyboard class

Contact Name: Warren Mendes

City & Zip: Van Nuys, CA 91409

Is the activity open to the general public?  Yes  No

Is Applicant a non-profit organization?  Yes  No

Does your organization plan to charge an admission fee, collection of solicitation of funds?  Yes  No

I hereby certify that I have reviewed the *Use of School Facilities or Grounds Rules and Regulations* and shall be personally responsible, on behalf of our organization, for any damage or unnecessary abuse of school buildings, grounds, or equipment out of the occupancy of said premises by our organization.

Applicant Signature: Warren Mendes Print: Warren Mendes

Date of Application: 3/16/18

This Application is not a valid permit until signed below.

#### District Use Only

Administrator Approval: 

Date: 4/3/18

Fee Determination:  Direct-Cost  Fair Rental

Certificate of Insurance:  Verified & Attached

Total Due: \$ 0

Calendar check  Maintenance Director  Preliminary Approval  Board Approval

**Cold Spring Elementary School District**  
2243 Sycamore Canyon Road • Santa Barbara, CA 93108 • Phone (805) 969-2678 • Fax (805) 969-0787

**Application and Agreement for Community Use of School Facilities and Grounds**

**Event or Activity Information**

Single Event:

Date requested: \_\_\_\_\_

Exact Hours of Use: \_\_\_\_\_

Note: School-connected organizations must apply by the deadline in order to receive priority scheduling. After the deadline, space is first come first serve.

OR

Recurring Event:

If you need to use school facilities on a regular basis, you must apply on a quarterly schedule:

- Fall Quarter (Sept-Dec) Deadline: July 31
- Winter Quarter (Jan-Mar) Deadline: Dec. 1 Spring
- Quarter (April-Mid June) Deadline: Mar. 2
- Summer Quarter (Mid June -Aug) Deadline: June 4

Start Date: 6/13/18 End Date: 05/25/18  
Days of Week: FRIDAY Exact Time of Day: 3:05-4:05

What Facility do you need? (Check all that apply)

- Auditorium
- Classroom
- Playground
- Basketball Court
- Kitchen
- Library
- Field
- Baseball Field
- Parking Lot
- Bathrooms

**Applicant Information**

Group Name: Academic Chess

Contact Name: Beatriz Arroyo

Address: 8300 Tampa Ave # 6

City & Zip: Northridge, CA 91326

Phone: (818) 850-1114

Email: santabarbara@academicchess.net

Number of Participants: 8 MINIMUM

Purpose: Chess Lessons

Is the activity open to the general public?  Yes  No

Is Applicant a non-profit organization?  Yes  No

Does your organization plan to charge an admission fee, collection of solicitation of funds?  Yes  No

I hereby certify that I have reviewed the *Use of School Facilities or Grounds Rules and Regulations* and shall be personally responsible, on behalf of our organization, for any damage or unnecessary abuse of school buildings, grounds, or equipment out of the occupancy of said premises by our organization.

Applicant Signature: Beatriz Arroyo

Print: BEATRIZ ARROYO

Date of Application: 03/08/2018

This Application is not a valid permit until signed below.

**District Use Only**

Administrator Approval: [Signature]

Date: 4/3/18

Fee Determination:  Direct-Cost  Fair Rental

Total Due: \$ 0

Certificate of Insurance:  Verified & Attached

Calendar check

Maintenance Director

Preliminary Approval

Board Approval

Cold Spring Elementary School District  
2243 Sycamore Canyon Road • Santa Barbara, CA 93108 • Phone (805) 969-2678 • Fax (805) 969-0787

**Application and Agreement for Community Use of School Facilities and Grounds**

**Event or Activity Information**

**Single Event:**

Date requested: \_\_\_\_\_

Exact Hours of Use: \_\_\_\_\_

Note: School-connected organizations must apply by the deadline in order to receive priority scheduling. After the deadline, space is first come first serve.

OR

**Recurring Event:**

If you need to use school facilities on a regular basis, you must apply on a quarterly schedule:

- Fall Quarter (Sept-Dec) Deadline: July 31
- Winter Quarter (Jan-Mar) Deadline: Dec. 1 Spring
- Quarter (April-Mid June) Deadline: Mar. 16
- Summer Quarter (Mid June -Aug) Deadline: June 4

Start Date: 4/9/18 End Date: 5/23/18

Days of Week: M/W Exact Time of Day: 2-4<sup>10</sup>  
1:45 - 3:45

(M)  
(W)

**What Facility do you need? (Check all that apply)**

- Auditorium
- Classroom
- Playground
- Basketball Court
- Kitchen
- Library
- Field
- Baseball Field
- Parking Lot
- Bathrooms

**Applicant Information**

Group Name: Afterschool Spanish

Contact Name: Holly Covington

Address: 1116 Westmunt Rd

City & Zip: SB, 93108

Phone: 805/969-2427 Email: hcovington@westmunt.edu

Number of Participants: 15 max per class

Purpose: \_\_\_\_\_

Is the activity open to the general public?  Yes  No

Is Applicant a non-profit organization?  Yes  No

Does your organization plan to charge an admission fee, collection of solicitation of funds?  Yes  No

I hereby certify that I have reviewed the *Use of School Facilities or Grounds Rules and Regulations* and shall be personally responsible, on behalf of our organization, for any damage or unnecessary abuse of school buildings, grounds, or equipment out of the occupancy of said premises by our organization.

Applicant Signature: Holly B Covington

Print: Holly Covington

Date of Application: 3-13-18

This Application is not a valid permit until signed below.

**District Use Only**

Administrator Approval: [Signature]

Date: 4/3/18

Fee Determination:  Direct-Cost  Fair Rental

Total Due: \$ 0

Certificate of Insurance:  Verified & Attached

Calendar check

Maintenance Director

Preliminary Approval

Board Approval

Cold Spring Elementary School District  
2243 Sycamore Canyon Road • Santa Barbara, CA 93108 • Phone (805) 969-2678 • Fax (805) 969-0787

## Application and Agreement for Community Use of School Facilities and Grounds

### Event or Activity Information

#### Single Event:

Date requested: April 1

Exact Hours of Use: 4:00

Note: School-connected organizations must apply by the deadline in order to receive priority scheduling. After the deadline, space is first come first serve.

OR

#### Recurring Event:

If you need to use school facilities on a regular basis, you must apply on a quarterly schedule:

- Fall Quarter (Sept-Dec) Deadline: July 31
- Winter Quarter (Jan-Mar) Deadline: Dec. 1 Spring
- Quarter (April-Mid June) Deadline: Mar. 2
- Summer Quarter (Mid June -Aug) Deadline: June 4

Start Date: Apr. 09 End Date: May 30  
Days of Week: T+W Exact Time of Day: 2-4

What Facility do you need? (Check all that apply)

- Auditorium
- Classroom
- Playground
- Basketball Court
- Kitchen
- Library
- Field
- Baseball Field
- Parking Lot
- Bathrooms

### Applicant Information

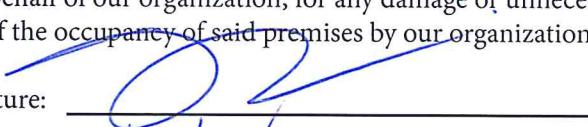
Group Name: Cold Spring Culinary Academy Contact Name: Susan Iwanaga  
Address: 963 Cheltenham Way City & Zip: 93108  
Phone: 969 4499 Email: lightzon@cox.net  
Number of Participants: 6 per day Purpose: Cooking Skills Instruction

Is the activity open to the general public?  Yes  No

Is Applicant a non-profit organization?  Yes  No

Does your organization plan to charge an admission fee, collection of solicitation of funds?  Yes  No

I hereby certify that I have reviewed the *Use of School Facilities or Grounds Rules and Regulations* and shall be personally responsible, on behalf of our organization, for any damage or unnecessary abuse of school buildings, grounds, or equipment out of the occupancy of said premises by our organization.

Applicant Signature: 

Print: Susan Light Iwanaga

Date of Application: 3/19/18

This Application is not a valid permit until signed below.

### District Use Only

Administrator Approval: 

Date: 4/3/18

Fee Determination:  Direct-Cost

Fair Rental

Certificate of Insurance:  Verified & Attached

Total Due: \$ 0

Calendar check

Maintenance Director

Preliminary Approval

Board Approval

## Cold Spring Elementary School District

2243 Sycamore Canyon Road • Santa Barbara, CA 93108 • Phone (805) 969-2678 • Fax (805) 969-0787

### Application and Agreement for Community Use of School Facilities and Grounds

#### Event or Activity Information

##### Single Event:

Date requested: \_\_\_\_\_

Exact Hours of Use: \_\_\_\_\_

OR

##### Recurring Event:

If you need to use school facilities on a regular basis, you must apply on a quarterly schedule:

- Fall Quarter (Sept-Dec) Deadline: July 31
- Winter Quarter (Jan-Mar) Deadline: Dec. 1 Spring
- Quarter (April-Mid June) Deadline: Mar. 2
- Summer Quarter (Mid June -Aug) Deadline: June 4

Start Date: 04/12/18 End Date: 05/24/18  
Days of Week: Thur. Exact Time of Day: 2-3:30

Note: School-connected organizations must apply by the deadline in order to receive priority scheduling. After the deadline, space is first come first serve.

What Facility do you need? (Check all that apply)

- Auditorium
- Classroom
- Playground
- Basketball Court
- Kitchen
- Library
- Field
- Baseball Field
- Parking Lot
- Bathrooms

#### Applicant Information

Group Name: Santa Barbara Festival Ballet Contact Name: Erin Clark

Address: 1019 B Chapala St. City & Zip: Santa Barbara 93101

Phone: 805 - 861-0474 Email: erin@nimblemovement.com

Number of Participants: 11 Purpose: ballet

Is the activity open to the general public?  Yes  No

Is Applicant a non-profit organization?  Yes  No

Does your organization plan to charge an admission fee, collection of solicitation of funds?  Yes  No

I hereby certify that I have reviewed the *Use of School Facilities or Grounds Rules and Regulations* and shall be personally responsible, on behalf of our organization, for any damage or unnecessary abuse of school buildings, grounds, or equipment out of the occupancy of said premises by our organization.

Applicant Signature: Erin Clark Print: Erin Clark

Date of Application: 03/15/2018

This Application is not a valid permit until signed below.

#### District Use Only

Administrator Approval: [Signature]

Date: 4/3/18

Fee Determination:  Direct-Cost  Fair Rental

Total Due: \$ 0

Certificate of Insurance:  Verified & Attached

 Calendar check

Maintenance Director

Preliminary Approval

Board Approval

Cold Spring Elementary School District  
2243 Sycamore Canyon Road • Santa Barbara, CA 93108 • Phone (805) 969-2678 • Fax (805) 969-0787

**Application and Agreement for Community Use of School Facilities and Grounds**

**Event or Activity Information**

**Single Event:**

Date requested: June 25 - 29  
Exact Hours of Use: 9:00 - 11:45 am

Note: School-connected organizations must apply by the deadline in order to receive priority scheduling. After the deadline, space is first come first serve.

**Recurring Event:**

If you need to use school facilities on a regular basis, you must apply on a quarterly schedule:

- Fall Quarter (Sept-Dec) Deadline: Aug. 17
- Winter Quarter (Jan-Mar) Deadline: Dec. 1
- Spring Quarter (April-Mid June) Deadline: Mar. 2
- Summer Quarter (Mid June -Aug) Deadline: June 4

OR

Start Date: \_\_\_\_\_ End Date: \_\_\_\_\_  
Days of Week: \_\_\_\_\_ Exact Time of Day: \_\_\_\_\_

**What Facility do you need? (Check all that apply)**

- Auditorium
- Classroom
- Playground
- Basketball Court
- Kitchen
- Library
- Field
- Baseball Field
- Parking Lot
- Bathrooms

**Applicant Information**

Group Name: Montecito Covenant Contact Name: Heather Shennum  
Address: 671 Cold Spring School Rd. City & Zip: 93108  
Phone: (805) 452-2413 Email: hshennum@cox.net  
Number of Participants: 40 Purpose: Games for Vacation Bible School

Is the activity open to the general public?  Yes  No

Is Applicant a non-profit organization?  Yes  No

Does your organization plan to charge an admission fee, collection of solicitation of funds?  Yes  No

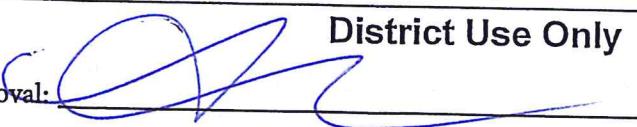
I hereby certify that I have reviewed the *Use of School Facilities or Grounds Rules and Regulations* and shall be personally responsible, on behalf of our organization, for any damage or unnecessary abuse of school buildings, grounds, or equipment out of the occupancy of said premises by our organization.

Applicant Signature: Heather Shennum Print: Heather Shennum

Date of Application: 3/6/18

This Application is not a valid permit until signed below.

**District Use Only**

Administrator Approval: 

Date: 4/3/18

Fee Determination:

- Direct-Cost
- Fair Rental

Total Due: \$ 0

Certificate of Insurance:

- Verified & Attached

Calendar check

Maintenance Director

Preliminary Approval

Board Approval

## Cold Spring Elementary School District

2243 Sycamore Canyon Road • Santa Barbara, CA 93108 • Phone (805) 969-2678 • Fax (805) 969-0787

### Application and Agreement for Community Use of School Facilities and Grounds

#### Event or Activity Information

##### Single Event:

Date requested: \_\_\_\_\_

Exact Hours of Use: \_\_\_\_\_

Note: School-connected organizations must apply by the deadline in order to receive priority scheduling. After the deadline, space is first come first serve.

OR

##### Recurring Event:

If you need to use school facilities on a regular basis, you must apply on a quarterly schedule:

- Fall Quarter (Sept-Dec) Deadline: July 31
- Winter Quarter (Jan-Mar) Deadline: Dec. 1 Spring
- Quarter (April-Mid June) Deadline: Mar. 2
- Summer Quarter (Mid June -Aug) Deadline: June 4

Start Date: 3/15/18 End Date: 5/1/18

Days of Week: thursday Exact Time of Day: 4:00

#### What Facility do you need? (Check all that apply)

- Auditorium
- Classroom
- Playground
- Basketball Court
- Kitchen
- Library
- Field
- Baseball Field
- Parking Lot
- Bathrooms

#### Applicant Information

Group Name: Santa Barbara Pony Baseball - Yankees Contact Name: Mike Denver or Jennie Grube

Address: 640 Cowles City & Zip: Santa Barbara CA 93108

Phone: 213.399.5682 Email: jenniegrube@gmail.com or mpdenver@hpsb.com

Number of Participants: 15 Purpose: baseball practice

Is the activity open to the general public?  Yes  No

Is Applicant a non-profit organization?  Yes  No

Does your organization plan to charge an admission fee, collection of solicitation of funds?  Yes  No

I hereby certify that I have reviewed the *Use of School Facilities or Grounds Rules and Regulations* and shall be personally responsible, on behalf of our organization, for any damage or unnecessary abuse of school buildings, grounds, or equipment out of the occupancy of said premises by our organization.

Applicant Signature: Jennie Grube Print: Jennie Grube

Date of Application: 3/15/18

This Application is not a valid permit until signed below.

#### District Use Only

Administrator Approval: [Signature]

Date: 4/3/18

Fee Determination:  
Certificate of Insurance:

- Direct-Cost
- Fair Rental
- Verified & Attached

Total Due: \$ 0

Calendar check

Maintenance Director

Preliminary Approval

Board Approval

## 2017-18 Enrollment and Staffing

Teacher	K	1st	2nd	3rd	4th	5th	6th	Total
K Ishikawa	17							17
1st Carey		14						
1st Callahan		16						30
2nd Campbell			13					
2nd Thorpe			14					27
3rd Gonzales				20				20
4th Orwig/Wooten					25			25
5th Edwards						27		27
6th Pierce							23	23
Totals	17	30	27	20	25	27	23	169
without SDC	17	29	26	20	24	27	23	166
Average Class Sizes:								
K,1,2,3		94 students/6 classes = 15.7 average						
4,5,6		75 students/3 classes = 25 average						
K-6		169 students/9 classes = 18.7 average						

**2018-2019 Projected Student Enrollment**

<b>Grade</b>	<b>Students</b>
K	20
1	17
2	28
3	24
4	20
5	23
6	25
<b>Total</b>	<b>157 Students</b>

*Quarterly Report*  
 on  
**Williams/Valenzuela Uniform Complaints**  
 [Education Code § 35186]

District: \_\_\_\_\_

Name of person completing this form: \_\_\_\_\_

Title of person completing this form: \_\_\_\_\_

Please provide the date when this information will be reported publicly at the district governing board meeting:

Quarterly report submission date (check one):

- April (Jan.—March)
- July (April—June)
- October (July—Sept.)
- January (Oct.—Dec.)

General Subject Area	Total no. of complaints	No. of complaints resolved	No. of complaints unresolved
Textbooks and instructional materials			
Teacher vacancy or misassignment			
Facilities conditions			
<i>Valenzuela/CAHSEE intensive instruction and services</i>			
<b>TOTALS</b>			

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Signature of district superintendent

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Date

## Debris Flow and Flood

A Debris Flow or Flood may cause the area to be inundated with mud, rocks, vegetation and/or water. This can either cause destruction or isolate the school.

- An Event that Happens with Little or No Warning**
  - Call 911
  - Move students to a safe refuge area: Classrooms and/or auditorium
    - Maintain accountability of students and staff
    - Alert others on your way but do not stop until you are out of harm's way.
    - Be prepared to move if necessary
  - Communicate with parents the status of the school and students using a ParentSquare Smart Alert
    - Encourage parents to stay put and stay safe
- An Evacuation Order or Warning has been Issued by Authorities During Non-School Hours**
  - Notify parents that school will be closed
  - Secure School
  - Secure an alternate campus to hold school: **El Rancho Campus in Goleta (7421 Mirano Dr., Goleta, CA)**
- An Evacuation Order or Warning has been Issued by Authorities During School Hours**
  - If the order is issued and does not occur for **more than 4 hours**, then notify parents to pick up their student
    - For students whose parents cannot pick up their student within 2 hours take the student to the alternative pick-up site outside of the Evacuation Order and Warning Area: **Franklin Elementary School (1111 E. Mason Street, Santa Barbara, CA)**
  - Maintain accountability of students and staff
  - Secure School

- If the order is to occur in **less than 2 hours**, notify parents to pick up their student immediately
  - For students whose parents cannot pick up their student within 1 hour. Staff will take students to the alternative pick-up site outside of the Evacuation Order and Warning Area: **Franklin Elementary School (1111 E. Mason Street, Santa Barbara, CA)**
- Maintain accountability of students and staff
- Secure School

**RESOLUTION OF THE GOVERNING BOARD  
OF THE COLD SPRING SCHOOL DISTRICT  
AUTHORIZING THE REMBURSEMENT OF  
THE DISTRICT'S FUND 40 SPECIAL  
RESERVE FOR CAPITAL OUTLAY  
PROJECTS FOR EXPENDITURES MADE ON  
BEHALF OF THE DISTRICT'S BOND  
PROGRAM, SANTA BARBARA COUNTY,  
CALIFORNIA**

**RESOLUTION NO. 2017-18/9**

**WHEREAS**, on or about September 2015, the Governing Board of the Cold Spring School District ("District") commenced planning activities for improvements to the Cold Spring School campus, including the replacement of aging portable buildings and the construction of new student support center;

**WHEREAS**, the planned improvements were intended to be funded in part from the remaining proceeds from the District's voter approved bond authorization, Measure C, authorized by the voters in 2008 and on deposit in the District's Fund 21;

**WHEREAS**, the expenditure was expended from the District's Fund 40 Special Reserve for Capital Outlay Projects pending an opinion from Bond counsel as to the propriety of utilizing Bond proceeds for the planning expenditures;

**WHEREAS**, the District expended One Hundred and Seventeen Thousand and One Hundred Seventy-Seven Dollars (\$117,177.00) on planning related activities and reflected in the invoices attached hereto as Exhibit A;

**WHEREAS**, on or about April 2017, the District received advice from then Bond Counsel, David G. Casnocha, of Stradling Yocca Carlson & Rauth, authorizing the use of the District's 2008 Bond proceeds for planning expenditures related to the school improvements;

**WHEREAS**, the Governing Board of the District now desires to reimburse Fund 40 for the expenditures made on behalf of the Bond Program as originally intended by the Governing Board to be made from Fund 21;

**NOW, THEREFORE, IT IS RESOLVED AND ORDERED BY THE GOVERNING  
BOARD AS FOLLOWS:**

1. The above recitals are true and correct;
2. The Governing Board approves, authorizes and directs the Superintendent/Principal and/or her designee to transfer One Hundred and Seventeen Thousand, One Hundred Seventy-Seven Dollars and No Cents (\$117,177.00) from Fund 21 to Fund 40 as a reimbursement for expenditures made on behalf of the District's Bond Program;

3. The Governing Board directs the Superintendent and District staff to take such other and further actions as necessary to accomplish the intent of this resolution;

**APPROVED AND ADOPTED** by the Board of Trustees of the Cold Spring School District at a regularly scheduled board meeting held on the 9<sup>th</sup> day of April, 2018, in Santa Barbara County, by the following vote:

AYES:

NOES:

ABSENT:

ABSTENTIONS:

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Jennifer Miller, President  
Board of Trustees of the  
Cold Spring School District

I, Amy Alzina, Superintendent/Principal and Secretary to the Governing Board of the Cold Spring School District of Santa Barbara County, California, do hereby certify that the foregoing is a true, and correct copy of a resolution and reflection of its vote as duly adopted by said Board at a meeting thereof, which Resolution is on file and of record in the office of the Superintendent/Principal.

Date: \_\_\_\_\_

Amy Alzina, Ed.D.  
Superintendent/Principal  
And Secretary to the Board of Trustees  
Cold Spring School District

**ACTION  
AGENDA ITEM 14.C.**

**DATE:** **APRIL 9, 2018**

**TO:** **BOARD OF TRUSTEES**

**FROM:** **AMY ALZINA, SUPERINTENDENT/PRINCIPAL**

**RE:** **APPROVAL OF A SPECIAL ALLOCATION OF FUNDS FOR SUMMER TUTORING**

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**SUMMARY**

In an effort to close the achievement gap and provide additional support to students below grade level, I am requesting the Governing Board approve the expenditure of funds for a Summer Tutoring Program/Model that will serve current Kindergarten through fifth grade students in June 2018. The size of the program and its duration will be based upon the number of students enrolled.

The District will seek reimbursement for this expenditure as a necessary expenditure to compensate for the loss of school days and instruction related to the Thomas Fire and January 9<sup>th</sup> debris flow.

**RECOMMENDATION**

It is recommended that the Board approve a special allocation of funds for a summer tutoring program from the general fund in the amount of \$7,000.00. The funds would be reallocated from the Superintendent's conference allowance in the amount of \$1,450.00 and from funds received from Mandated Costs \$5,550.00.



# FactSheet

November 2017

## Board Self-Evaluation: Results and Recommendations from an Analysis of CSBA's Board Survey Tool

by Michael S. Hill and Mary Briggs

### Introduction

School boards support improved student outcomes by creating and sustaining the conditions that support effective and equitable teaching and learning.<sup>1</sup> Governance teams bring together community members with a broad range of backgrounds, educational experience, and goals. Board training can improve the likelihood that boards will be able to coordinate their efforts on behalf of students.

Board self-evaluation is one powerful way to support effective governance. Since 2011, CSBA's Governance Consulting Services Department has offered boards a tool and access to consultants to help them evaluate their local practices. The tool includes a survey designed to be completed by each member of a participating board. Once the survey responses are collected, CSBA generates a report that serves as the foundation for a facilitated conversation on how to build on strengths and address areas for improvement.

### Overview: The CSBA Board Survey Tool

The CSBA Board Survey Tool aligns with the Association's Professional Governance Standards, research, and good governance practice, and is divided into two areas: (1) Conditions of Effective Governance and (2) Board Responsibilities. Questions are divided into subcategories within each section. Participants rank their district or county board performance on a four-point scale: Almost Always (4), Often (3), Less Often (2), Rarely (1), or Not Sure (not weighted).

CSBA's Governance Consulting Services Department provides two options for conducting the self-evaluation. Following completion of the electronic survey, participating districts either review the results on their own, using written guidance provided by CSBA, or with in-person facilitation by a CSBA consultant.

#### In this fact sheet, you'll find:

- » A description of CSBA's Board Self-Evaluation Tool
- » Key findings from prior participants in the Board Self-Evaluation process
- » Planned modifications to the survey

### Recent Analysis of the Survey Tool

CSBA Member Services recently evaluated the survey tool to ensure it provides meaningful, accurate information to participating boards. Michael S. Hill, a consultant from the University of California, Davis, analyzed the existing data to ensure that the survey reliably measures what it is intended to measure. The analysis revealed opportunities for improvements and offered insight into board member perspectives about governance within their districts or county offices of education.

Our sample included 478 surveys completed by 351 board members. Because some districts conduct regular self-evaluation, approximately one-fifth of the districts completed the survey more than once. When districts took the survey more than once, only the results from the first administration were included in the analysis to avoid skewing the data.

### Excerpted Findings

Data from boards that have taken the survey in the past offer insights into what participants perceive to be their governance team's strengths and areas for growth. The results

could inform future professional learning opportunities that CSBA offers our members. Importantly, each district voluntarily opted to participate in the self-evaluation, so the findings might not be broadly representative of all CSBA members. Despite that caveat, the perceptions of 70 different boards point to common themes that can inform the professional development that CSBA offers and can prompt rich dialogue within local governance teams.

In general, average responses suggest members have confidence in board operations and support for the district priorities and superintendent. Yet they also noted room for improvement in the areas of community leadership and regular review of board performance and actions.

## Board Strengths

- » Board members generally reported their superintendents were met with respect (78%) and their board demonstrated support for the superintendent in carrying out board directives (75%).
- » On most boards, participants reported that the role of the board president was clear (80%).
- » Most participants reported their board meeting agendas reflected district priorities (77%).
- » Respondents rated their board's fiscal planning responsibilities highly (75% for budget adoptions aligned with district goals and 79% for monitoring).
- » Items related to board support of district goals were also rated highly:
  - › 78% of participants reported their boards as a whole were focused on achievement for all students *always or often*.
  - › 76% also reported their boards *always or often* demonstrated commitment to district priorities and goals.

## Areas for Growth

- » Half of the participants reported that individual members attempt to influence superintendents *often or always*.
- » Nearly half of participants reported that the effective orientation of new members and the review of governance procedures are conducted *less often or rarely*.

- » Board members reported that they do not frequently engage in self-evaluation; nearly 60% of board members indicated board self-evaluation is done *less often or rarely*.
- » Board members indicated that their governance teams could strengthen their community leadership:
  - › 51% reported their boards *always or often* advocate on behalf of students and public education at the local state and federal level.
  - › 55% reported they *always or often* inform the community about district priorities, progress, needs, and opportunities for involvement.

## Upcoming Changes to the Survey

While the statistical analysis indicated that the existing Board Self-Evaluation Tool is a valid and meaningful survey, the consultant's report recommended several small modifications that CSBA could make to improve the survey, primarily through reorganization and shortening of the sections. These adjustments will maintain the overall validity of the tool while reducing the time it will take for participants to complete the survey.

## Conclusion

Self-evaluation allows boards to pause and reflect on how well they are meeting their responsibilities, as well as potential changes to positively impact governance on behalf of students. CSBA's analysis of existing board self-evaluation results shows how these boards learned about their strengths as well as areas for improvement. Districts that are interested in conducting a board self-evaluation can reach out to CSBA's [Governance Consulting Services](#).

## Endnotes

- 1 Briggs, M., Buenrostro, M., & Maxwell-Jolly, J. (2017). *The school board role in creating the conditions for student achievement: A review of the research*. Sacramento, CA: California School Boards Association.

**Michael S. Hill** is a Ph.D. candidate at the UC Davis School of Education. His work focuses on quantitative analysis and educational program evaluation.

**Mary Briggs** is an Education Policy Analyst for the California School Boards Association.



## School District Governance Team Board Self-Evaluation Survey

### **Overview**

One of the primary ways a governance team can strengthen or maintain its effectiveness is to periodically assess its own performance. A governance team self-assessment provides the opportunity to step back and reflect on how well it is meeting its responsibilities. This governance team self-assessment will provide the board and superintendent with valuable perception data, revealing the range of perceptions among board members regarding the performance of the board and the governance team.

Individuals will rank the performance of the board and governance team on important characteristics. CSBA determined these characteristics through collaborative efforts with board members from around the state—who defined the CSBA *Professional Governance Standards* for boards; and through our experiences providing board development to school boards across California for more than 30 years.

### **Content**

The evaluation is divided into two parts. Part one consists of questions regarding the conditions of effective governance. Part two contains questions that address the board's five major responsibilities. For each statement, Individuals should select the descriptor that most accurately describes the extent to which the board demonstrates the quality or characteristic.

# Board Self-Evaluation Result

SAMPLE



1. Conditions of Effective Governance	Number of members responded				
	Almost Always	Often	Less Often	Rarely	Not Sure
<b>Board unity</b>					
1. The board is focused on achievement for all students.		2	1	1	1
2. The board is committed to a common vision.		3	2	0	0
3. The board stays focused on district priorities.		4	1	0	0
4. The board works well together.		1	1	3	0
5. The board commits the time to become informed.		2	3	0	0
6. Individual board members do not undermine board decisions.		1	1	2	1
<b>Roles and responsibilities</b>					
7. Board members agree on the role and responsibilities of the board and the superintendent.		3	1	1	0
8. Board members follow board agreements regarding speaking for the board.		4	1	0	0
9. Board members keep confidential matters confidential.		5	0	0	0
10. The board gives direction to the superintendent only at board meetings.		1	2	1	0
11. Individual board members do not attempt to direct the superintendent.		0	0	0	2
<b>Board culture</b>					
12. The board treats the superintendent with respect.		3	1	0	0
13. The board manages internal conflicts in a productive manner.		4	1	0	0

A strength for most members

A strength for simple majority

Area of growth for simple majority

Area of growth for most members

Other topic discussed:

1. Conditions of Effective Governance

Board operations

Board meetings

Board development

2. Board Responsibilities

Setting directions

Structure

Support

Accountability

Community leadership

**Cold Spring School District  
Board Meeting Agenda Items  
2017-18 School Year**

**July 2017**

- Superintendent Goal Setting
- General Obligation Bond (Study Session)
- Quarterly Williams Report

**August 2017**

- School Psychologist Presentation
- Update on Science Program
- Chromebooks
- Deferred Maintenance
- Opening of School Timeline

**September 2017**

- Specialist Presentation – Technology
- Unaudited Actuals
- Sufficiency of Textbooks (Oct)
- CAASPP Results (Oct)
- IPM plan review (Oct)
- Update on GO Bond survey
- Gann Report

**October 2017**

- Board “Do’s and Don’ts”
- Board Protocols
- Specialist Presentation – Music
- Quarterly Williams Report

**November 2017**

- Specialist Presentation – Art
- Evaluation of Contract with Legal Counsel
- Comprehensive School Safety Plans

**December 2017**

- Board Reorganization
- First Interim Report
- Recognition of Parent Volunteers
- Comprehensive School Safety Events

**January 2018**

- Quarterly Williams Report
- Annual Audit

**February 2018**

- Proposed Calendar for Subsequent School Year

**March 2018**

- Second Interim Report
- Approval of District Calendar

**April 2018**

- Quarterly Williams Report
- Discussion of Preliminary Budget
- School Accountability Report Card (SARC)

**May 2018**

- Recognition of Parent Volunteers
- Evaluate SAVE Program
- Budget Update

**June 2018**

- Approval of LCAP
- Adoption of Budget