

Liberty School District

National Blue Ribbon Award School

California Distinguished School

California Honor Roll - Scholar School

Agenda for the regular meeting of the Liberty School District Board of Trustees

Thursday, October 20, 2016

5:15 p.m. **Public Session** **Staff Room**

I. **Call to order**

II. **Roll Call and Flag Salute**

III. **Regular Meeting**

- a. Agenda adjustment and approval
- b. Correspondence
- c. Warrant Questions

IV. **Public/Community Input:** During this period the Board will hear anyone desiring to address the Board on subjects not listed on the regular agenda. The Board will not make a decision on the subject unless it is of a routine nature that may be turned over to the staff for disposition.

V. **Reports and Information**

a. **Business Managers Report**

- i. Facilities Options

b. **Superintendent/Principal Report**

- i. Enrollment
- ii. Daycare
- iii. Other

VI. **Action Items:** These items need to be considered and acted upon individually by the Board.

a. **Approval of Prop. 39 Lighting Project** - The Board of Trustees will review, discuss and consider approval of the low bid from O'Rourke Electric for a proposition 39 – Lighting Project.

b. **Approval of Prop. 39 Solar Project** - The Board of Trustees will review, discuss and consider approval of the low bid from Northern Pacific Power Systems for a proposition 39 – Solar Project.

VII. Consent Items: Items listed under the Consent Agenda are considered to be routine and are acted on by the Board in one motion. No discussion of these items is necessary unless the Board requests specific items to be discussed and/or removed from the Consent Agenda.

- a. **Approval of Warrants 9/1/16-9/30/16**
- b. **Approval of Minutes of September 16 Meeting**
- c. **Approval of Williams Report**
- d. **Approve Gann Resolution**

VIII. Board Members: This time is scheduled for Board members to address their colleagues and/or staff about areas that they feel need study or information. The President will direct what action he feels should be taken on any item introduced by Board members.

IX. Dates and Future Agenda Items

Regular Board Meeting Board Meeting-

November 17 at 5:15

a. Agenda Items:

X. Adjourn to Closed Session

- a. With respect to Government Code Section 54957.6:
 - i. Negotiations with LFA
 - ii. Negotiations with Unrepresented Staff
 - iii. Evaluations

XI. Adjourn to Public Meeting

XII. Public Announcement of Action Taken in Closed Session

XIII. Adjournment

Liberty School District

Reports and Information
Regular Meeting of: October 20

Business Report :

Plan/Discussion/Detail:

2220 Pine View Way

Please see the attached documents regarding the property I looked recently. I believe we should consider this as a potential purchase option. We can discuss the pros and cons at our meeting.

Presenting:

2220 Pine View Way

Petaluma, CA 94954



25,795 SF Class C Warehouse Building
Built in 1988
Property is for sale at \$4,127,300 (\$160.00/SF)

*Also for
lease
@ 1.95*

*BP
Zoning
For Sale*

Investment Information

2220 Pine View Way

Petaluma, CA 94954

25,795 SF Class C Warehouse Building
Built in 1988
Property is for sale at \$4,127,300 (\$160.00/SF)



For Sale Data

Sale Price: \$4,127,300

Price/SF: \$160.00

Cap Rate: -

Days on Market: 105

Sale Status: Active

Sale Conditions: -

Sale Type: Owner/User

Notes

Scott Laboratories

Property Information

2220 Pine View Way

Petaluma, CA 94954

25,795 SF Class C Warehouse Building
 Built in 1988
 Property is for sale at \$4,127,300 (\$160.00/SF)



Building Information

Bldg Type: Warehouse	Owner Type: -
Bldg Status: Built 1988	Owner Occupied: No
Class: C	Tenancy: Single Tenant
RBA: 25,795 SF	% Leased: 100.0%
Rent/SF/Yr:	Ceiling Height: 21'0"-26'0"
Bldg Vacant: 0 SF	Column Spacing: -
Warehouse Avail: 25,795 SF/7,289 ofc	Const Mat: Masonry
Office Avail: -	Rail Spots: None
Max Contig: 25,795 SF	Crane: None
Stories: 2	Loading Docks: 2 ext
Building FAR: 0.51	Drive Ins: 3 - 10'0" w x 14'0" h
CAM: -	Rail Line: None
Land Area: 1.15 AC	Cross Docks: None
Lot Dimensions: -	Levelators: 1 ext
Smallest Space: 3,861 SF	Sprinklers: -
Zoning: CITYPE	
Power: 800-1200a 3p	
Parking: 20 free Surface Spaces are available; Ratio of 0.77/1,000 SF	
Parcel No: 005-090-050	

Floor	SF Avail	Floor Contig	Bldg Contig	Rent/SF/yr + Svs	Occupancy	Term
E 1st / Suite 1	21,934/3,428 ofc	21,934	25,795	\$11.40/nnn	30 Days	Negotiable
E 2nd / Suite 2	3,861/3,861 ofc	3,861	25,795	\$11.40/nnn	30 Days	Negotiable

Location Information

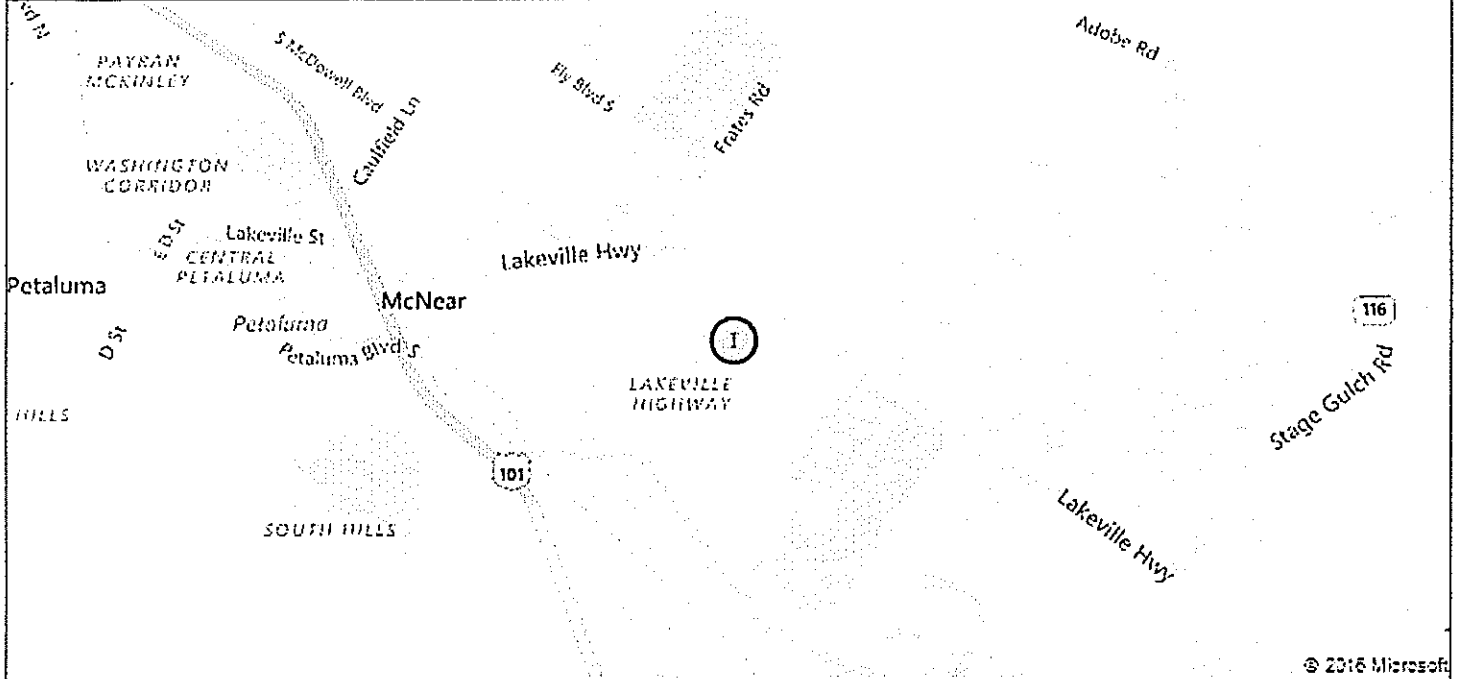
2220 Pine View Way

Petaluma, CA 94954

Metro Market: North Bay/Santa Rosa
Submarket: Marin/Sonoma Ind/Petaluma/Cotati/Rohnert I
County: Sonoma

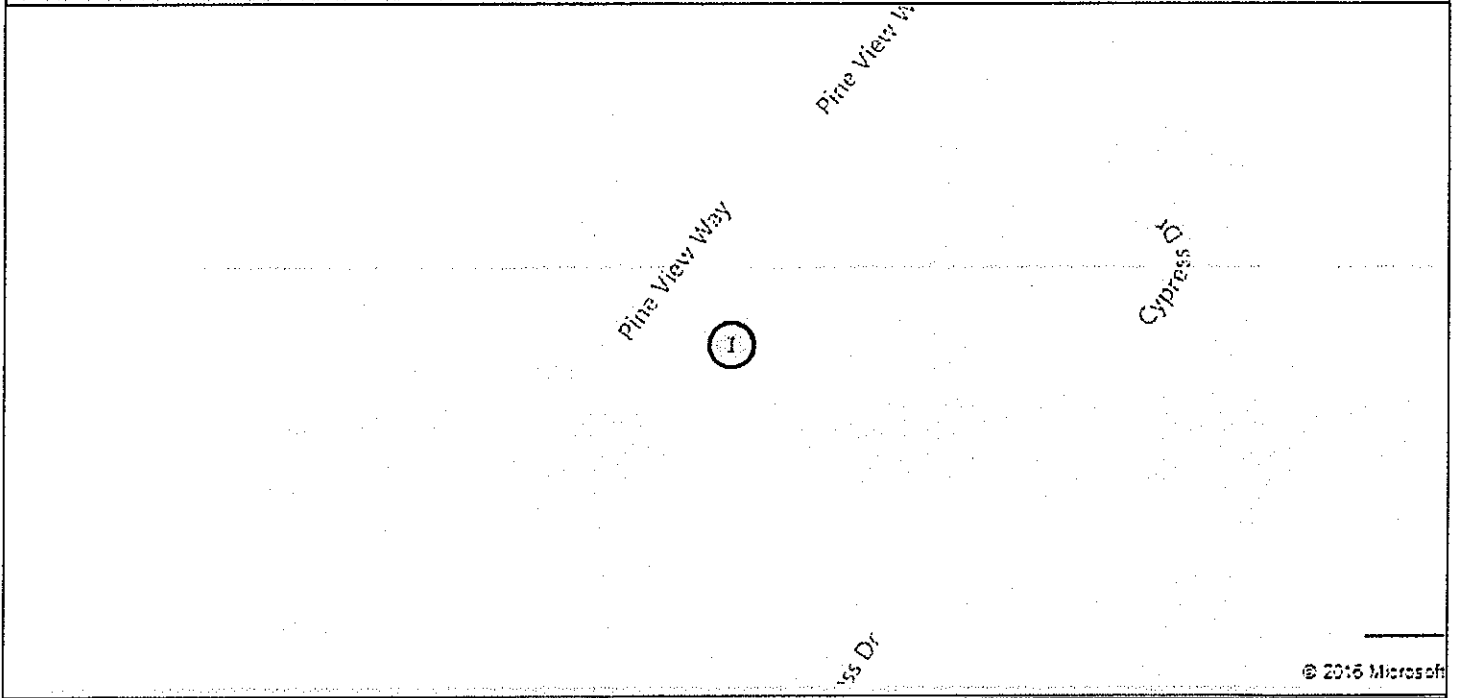


City Level



© 2016 Microsoft

Street Level



© 2016 Microsoft

Comps Information

2220 Pine View Way

Petaluma, CA 94954

Bldg Type: Industrial
RBA: 25,795 SF
Stories: 2
Bldg Status: Built 1988
Land Area: 1.15 AC

Sale Price: \$4,127,300
Price/SF: \$160.00
Cap Rate: -
Days on Market: 105



441 Houser St * Cotati, CA 94931

Bldg Type: Industrial
RBA: 40,625 SF
Stories: 1
Bldg Status: 1993
Land Area: 2.81 AC

Sold Price: \$5,202,000
Price/SF: \$128.05
Cap Rate: -
Sold Date: Jan 15, 2016

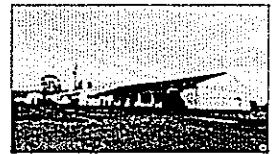


Buyer: Ecm Property Co LLC
Distance: 10.42 miles from subject property

5400 Old Redwood Hwy * Petaluma, CA 94954

Bldg Type: Industrial
RBA: 27,673 SF
Stories: 1
Bldg Status: 1966
Land Area: 12.18 AC

Sold Price: \$4,500,000
Price/SF: \$162.61
Cap Rate: -
Sold Date: Jun 18, 2014

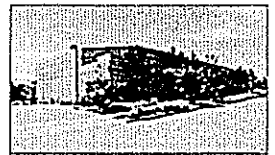


Buyer: Cornerstone Properties II S, LLC
Distance: 5.60 miles from subject property

1120 Holm Rd * Petaluma, CA 94954

Bldg Type: Industrial
RBA: 35,664 SF
Stories: 1
Bldg Status: 2000
Land Area: 2.03 AC

Sold Price: \$4,173,000
Price/SF: \$117.01
Cap Rate: -
Sold Date: Jan 21, 2015



Buyer: Kelth Giusto Bakery Supply LLC
Distance: 4.78 miles from subject property

2789 Northpoint Pky (6 Properties) * Santa Rosa, CA 95407

Bldg Type: Industrial
RBA: 155,304 SF
Stories: -
Bldg Status: -
Land Area: 70.26 AC

Sold Price: \$6,320,000
Price/SF: \$40.69
Cap Rate: -
Sold Date: May 6, 2016



Buyer: Giffen Avenue Property, LLC
Distance: 0.00 miles from subject property

Comps Information (cont'd)

225 Sutton Pl (2 Properties) * Santa Rosa, CA 95407

Bldg Type: Industrial
RBA: 23,294 SF
Stories: -
Bldg Status: -
Land Area: 7.04 AC

Sold Price: \$2,600,000
Price/SF: \$111.62
Cap Rate: -
Sold Date: Sep 29, 2015

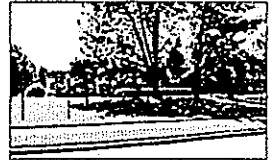


Buyer: 225-245 Sutton Place Llc
Distance: 0.00 miles from subject property

2789 Northpoint Pky (6 Properties) * Santa Rosa, CA 95407

Bldg Type: Industrial
RBA: 155,304 SF
Stories: -
Bldg Status: -
Land Area: 70.26 AC

Sold Price: \$2,200,000
Price/SF: \$14.17
Cap Rate: -
Sold Date: Apr 1, 2015



Buyer: Giffen Avenue Investments LLC
Distance: 0.00 miles from subject property

1360 N McDowell Blvd (2 Properties) * Petaluma, CA 94954

Bldg Type: Industrial
RBA: 41,384 SF
Stories: -
Bldg Status: -
Land Area: 3.54 AC

Sold Price: \$5,500,000
Price/SF: \$132.90
Cap Rate: -
Sold Date: Dec 24, 2014



Buyer: Circle V Daytona Llc
Distance: 0.00 miles from subject property

310 Sutton Pl (3 Properties) * Santa Rosa, CA 95407

Bldg Type: Industrial
RBA: 73,000 SF
Stories: -
Bldg Status: -
Land Area: 12.38 AC

Sold Price: \$5,000,000
Price/SF: \$68.49
Cap Rate: -
Sold Date: Nov 14, 2014

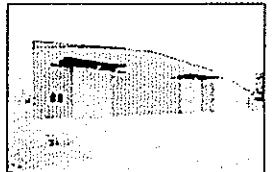


Buyer: Stapleton Santa Rosa, LP
Distance: 0.00 miles from subject property

170 Todd Rd (6 Properties) * Santa Rosa, CA 95407

Bldg Type: Mixed
Class: -
RBA: 151,908 SF
Stories: -
Bldg Status: -

Sold Price: \$6,800,000
Price/SF: -
Cap Rate: -
Sold Date: Aug 4, 2014



Buyer: Cornerstone Properties II S, LLC
Distance: 0.00 miles from subject property

Comps Information (cont'd)

1260 Holm Rd (2 Properties) * Petaluma, CA 94954

Bldg Type: **Industrial**
RBA: **34,900 SF**
Stories: **-**
Bldg Status: **-**
Land Area: **2.24 AC**

Sold Price: **\$3,875,000**
Price/SF: **\$111.03**
Cap Rate: **-**
Sold Date: **May 29, 2014**



Buyer: **Liberty Elementary School District**
Distance: **0.00 miles from subject property**

Tenant Information

2220 Pine View Way

Petaluma, CA 94954

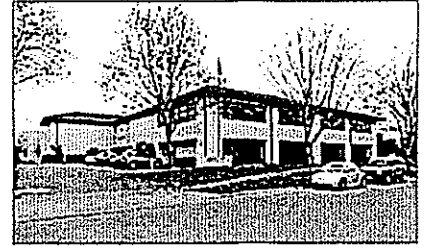
Tenants in Building: 1
% Leased: 100.0%
Tenancy: Single
Owner Occupied: No



Tenant	Industry	# Emp.	SF Occupied	Floor(s)	Move Date	Expiration Date
Scott Laboratories Inc	Retailers/Wholesalers	50	12,897	1		

1 2220 Pine View Way

Petaluma, CA 94954 - Petaluma/Cotati/Rohnert I Submarket
 25,795 SF Class C Warehouse Building Built in 1988
 Property is for sale at \$4,127,300 (\$160.00/SF)



Investment Information

Sale Price: \$4,127,300
 Price/SF: \$160.00
 Cap Rate: -

Sale Status: Active
 Sale Conditions: -
 Sale Type: Owner/User

Days On Market: 105

Investment Notes

Scott Laboratories

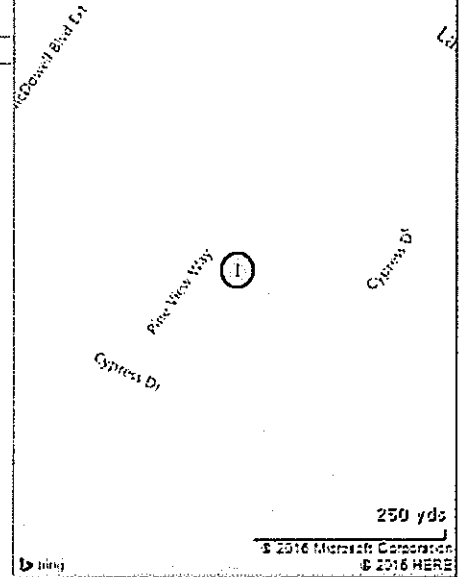
Building Information

Bldg Type: Warehouse	RBA: 25,795 SF
Bldg Status: Built 1988	% Leased: 100.0%
Rent/SF/Yr: For Sale	Zoning: CITYPE
Bldg Vacant: 0 SF	Stories: 2
Warehouse Avail: 25,795 SF	Building: 0.51
Office Avail: 7,289 SF	CAM: -
Max Contlg: 25,795 SF	Land Area: 1.15 AC
	Smallest Space: 3,861 SF
	Owner Type: -
	Owner Occupied: No
	Tenancy: Single Tenant
	Lot Dimensions: -
Ceiling Height: 21'0"-26'0"	Crane: None
Column Spacing: -	Loading Docks: 2 ext (bldg. total)
Const Mat: Masonry	Drive Ins: 3 to L/10'0" w x 14'0" h
Rail Spots: None	Rail Line: None
	Cross Docks: No
	Levelators: 1 ext
	Sprinklers: -

Power: 800-1200a 3p

Parcel Number: 005-090-050

Parking: 20 free Surface Spaces are available; Ratio of 0.77/1,000 SF



Liberty School District

Reports and Information
Regular Meeting of: October 20

Superintendent/Principal Report :

Plan/Discussion/Detail:

- i. Enrollment
- ii. Daycare
- iii. Other

Agenda Item Summary
Regular Meeting of: October 20

Action Item:

- VI. A Approval of Prop. 39 Lighting**
- B Approval of Prop. 39 Solar**

Background:

See attached from Persinger.

Fiscal Impact:

Most of the cost will come from our Prop. 39 resource. There will be some added costs if we choose to add the new lighting in 1st and 2nd grades.

Recommendation:

Approve

Motion:

Moved by:

Second:

Vote:

Aye:

No:

Abstention:

Absent:

October 14th, 2016

Christopher Rafanelli,
Superintendent/Principal
Liberty School District
170 Liberty School Road
Petaluma, CA 94952

Re: Recommendation for Liberty Elementary School Prop-39 Lighting Project

Dear Christopher,

In our capacity as the District's Architect we have completed a review of the Bid Proposals submitted for this project. The base bid for this project includes the removal of virtually all of the existing fluorescent liner light bulbs on the campus and their replacement with new LED light bulbs. The LED light bulbs only use half as much electricity and provide improved light quality. This project is being funded 100% by Prop. 39 funds.

O'Rourke Electric, the apparent low bidder on the Liberty Elementary School Prop-39 Lighting project, submitted on Thursday, October 12th, 2016. Our findings were as follows:

1. O'Rourke Electric has a valid California contractor's license of the appropriate classification. The license is current and active.
2. O'Rourke Electric has an active DIR certification of the appropriate classification.
3. Their recent experience indicates that they are fully capable of constructing a project of this type and magnitude.
4. Bid documents appear to be in order with all required submissions.
5. To date no protests have been made. Public Contract Code requires a bidder who wishes to file a formal bid protest to do so within five days of the bid opening.
6. Add alternates #1 for fixture replacement in classrooms #7 & #8 and Add alternate #2 for replacing the Gym light fixtures with cage protected light fixtures if approved will need to be paid for outside of Prop-39 funding.

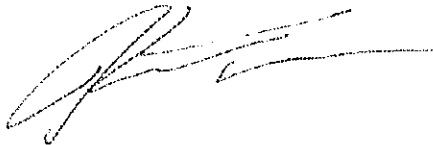
7. We had a total of five bidders attend the job walk and received a total of five bids. Each bid included two add alternates, Add alternate #1 included fixture replacement in classrooms #7 & #8, Add alternate #2 included replacing the Gym light fixtures with cage protected light fixtures. The results are listed below.

	<u>Base Bid</u>	<u>Alternate #1</u>	<u>Alternate #2</u>
a. O'Rourke Electric	\$28,580	\$24,480	\$7,950
b. DC Electric Group	\$29,776	\$22,829	\$21,227
c. Fort Bragg Electric	\$29,826	\$24,245	\$8,036
d. Napa Electric	\$46,129	\$19,930	\$8,913
e. Lunardi Electric	\$49,100	\$16,650	\$9,300

8. The low base bid was \$28,580, including a \$2,500 allowance for unforeseen conditions. Our budget for this project was \$30,764. We feel this is a very competitive price for the project.
9. We have worked O'Rourke Electric several times in the past and have been very happy with their work.
10. We recommend you award this project to O'Rourke Electric. Alternates #1 & #2 would not be covered with prop-39 funds, therefore we recommend awarding the base bid unless the district would like to provide their own funds to perform the alternate work.

If you have any questions, please do not hesitate to call.

Sincerely,



Krt Maness
Senior Project Manager
Persinger Architects & Associates

October 14th, 2016

Christopher Rafanelli,
Superintendent/Principal
Liberty School District
170 Liberty School Road
Petaluma, CA 94952

Re: Recommendation for Liberty Elementary School Prop-39 Solar Project

Dear Christopher,

In our capacity as the District's Architect we have completed a review of the Bid Proposals submitted for this project. The base bid for this project includes installing a 22.5 kW solar system using the same panel and inverters as your existing system on site. This project is being funded by Prop. 39 funds, the total allocated Prop-39 funding for installing a photovoltaic system is \$55,000.

O'Rourke Electric the apparent low bidder, did not provide bid amounts for both alternates which resulted in an incomplete bid package. Therefore we recommend rejecting their bid. We have discussed this with O'Rourke Electric and they do not plan to protest their bid being rejected.

Northern Pacific Power Systems, the apparent low bidder that included pricing on both alternates for the Liberty Elementary School Prop-39 Solar project, submitted on Thursday, October 12th, 2016. Our findings were as follows:

1. Northern Pacific Power Systems has a valid California contractor's license of the appropriate classification. The license is current and active.
2. Northern Pacific Power Systems has an active DIR certification of the appropriate classification.
3. Their recent experience indicates that they are fully capable of constructing a project of this type and magnitude.
4. Bid documents appear to be in order with all required submissions.
5. To date no protests have been made. Public Contract Code requires a bidder who wishes to file a formal bid protest to do so within five days of the bid opening.
6. Two deductive alternates were included for this project as follows:
 - a. Deductive Alternate #1 included a 22.5 kW system using the contractor's choice of panel and inverter type to lower the cost of kW installed.

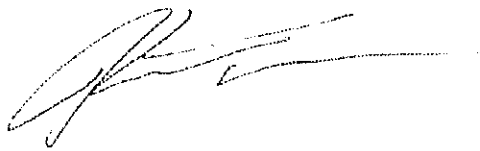
- b. Deductive Alternate #2 included installing a 14 kW solar system using the same panel and inverters as your existing system on site and would be funded inside of the allocated prop-39 funding amount.
7. We had a total of seven bidders attend the job walk and received a total of four bids. Each bid was to include two deductive alternates, Deductive Alternate #1-Contractors Choice and Deductive Alternate #2- installing a 14 kW solar system. The results are listed below.

	<u>Base Bid</u>	<u>Alternate #1</u>	<u>Alternate #2</u>
a. O'Rourke Electric	\$84,300	not provided	not provided
b. Northern Pacific Power	\$84,375	\$5,625	\$32,295
c. Westcoast Solar	\$89,490	\$22,735	\$32,210
d. Napa Electric	\$96,333	\$4,975	\$36,393

8. The low base bid was \$84,375, including a \$2,500 allowance for unforeseen conditions. Our budget for this project was \$47,300. We would recommend using the deductive alternate #2 bringing the project cost to \$52,080. We expected the base bid to exceed our funding from prop-39. Therefore we feel this is still a competitive price for the project.
9. We have worked Northern Pacific Power Systems several times in the past and have been very happy with their work.
10. We recommend you award the base bid with deductive alternate #2, to Northern Pacific Power Systems.
11. Since the overall bid for solar installation is higher than prop-39 funded amount, and the lighting base bid is lower than prop-39 funded amount these two projects still fall inside of the prop-39 total allocated funded amounts. By using our recommendations the solar project and lighting project will be funded 100% by Prop-39 funds.

If you have any questions, please do not hesitate to call.

Sincerely,



Krt Maness
Senior Project Manager
Persinger Architects & Associates

Consent

- a. Approval of Warrants 9/1/16-9/30/16
- b. Approval of Minutes of September 15 Meetings
- c. Approval of Williams Report

Recommendation:

Approve

Motion:				
Moved by:		Second:		
Vote:	Aye:	No:	Abstention:	Absent:

Checks Dated 09/01/2016 through 09/30/2016

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
1509576	09/07/2016	Kelley Camozzi	01-4310	TK Books & Manipulatives	687.87	
				TK Instr.Matls & Supplies	303.45	
				Zoo-Phonics Curriculum	130.93	
					Unpaid Sales Tax	2.90-
1509577	09/07/2016	Cardmember Service	40-6400	StaffRm Kitchen Supplies	17.31	1,119.35
					Unpaid Sales Tax	1.32-
1509578	09/07/2016	Cenco Landscapes, Inc.	40-5808	Holm/Aug16 Groundskeeping	520.00	
				Scott/Aug16 Groundskeeping	320.00	840.00
1509579	09/07/2016	CheckRite Backflow Svcs,Inc.	40-5530	Scott/Backflow Testing		125.00
1509580	09/07/2016	Department Of Justice	01-5862	Fingerprinting-2 Aides,1 Dayc.		96.00
1509581	09/07/2016	Randy Stephens-Flemming dba Dreamscapes Garden Design	01-5808	Aug16 Groundskeeping	560.00	
			63-5808	Aug16 Groundskeeping	400.00	960.00
1509582	09/07/2016	Evan Moor	03-4310	Gr.4 Daily Language	37.87	
					Unpaid Sales Tax	.27-
1509583	09/07/2016	Fishman Supply Co	01-4380	PaperTowels,Tissues,CleaningSupplies		515.49
1509584	09/07/2016	Gonzalez's Cleaning & Maintenance	01-5501	Site Detail-Aug15,24,27	2,950.00	
			01-5803	Site-Aug24	350.00	
			63-5803	MP-Aug06,13	500.00	3,800.00
1509585	09/07/2016	Greenfield Learning Inc.	03-4340	Lexia Reading Prog.Licenses		410.00
1509586	09/07/2016	Liberty School Daycare	63-4397	Costco/Sep02 Daycare Food Purchase	172.89	
			63-4398	Target/Sponges,Napkins	7.31	180.20
1509587	09/07/2016	Liberty School Revolving Acct	01-5950	Office Stamps	104.60	
			63-5950	Dayare Stamps	94.00	198.60
1509588	09/07/2016	Lowe's Business Account	01-4380	FlySpray,CleaningSupplies	67.96	
				Summ.Maint-PaintingSupplies	160.24	228.20
1509589	09/07/2016	NASCO	03-4310	ScienceLab Supplies	286.80	
					Unpaid Sales Tax	.81-
1509590	09/07/2016	Office Depot	03-4310	Constr.Paper,ClassRmSupplies		549.49
1509591	09/07/2016	Chris Rafanelli	01-4391	Aug18 Board Dinner	110.14	
				PriorYr-Board Mtg.Supplies	172.85	
				PriorYr-Teachers Mtg.Supplies	338.24	
				StartUp Mtg.Supplies	150.39	
			01-4400	Organizer Carts,Planner	506.68	
			01-5800	Linens Cleaning	160.00	
			03-4311	PriorYr-TestingSupplies	54.45	
					Unpaid Sales Tax	31.35-
						1,461.40

The preceding Checks have been issued in accordance with the District's Policy and authorization of the Board of Trustees. It is recommended that the preceding Checks be approved.

ESCAPE ~~CONFIDENTIAL~~

Page 1 of 4

Checks Dated 09/01/2016 through 09/30/2016

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
1509592	09/07/2016	Sonoma Co. Office Of Education	01-4350	Envelopes	70.00	
				PANS	49.50	
			03-4310	Gr.4-6 Grammar	1,648.50	1,768.00
1509593	09/07/2016	Samantha Shura, OTR	01-5810	Aug16 OT- 8.583 hrs	763.92	
				Aug16 RTI- 1.5 hrs.	90.00	853.92
1509594	09/07/2016	EdClub, Inc.	03-4340	Add'l Typing Prog.Subscriptions		164.36
1509595	09/07/2016	ULINE, INC.	01-4390	Stackable Chair Dolly		90.80
1509596	09/07/2016	Wells Fargo Vendor Fin.Serv	01-5632	Riso Copier Lease		135.31
1510272	09/09/2016	IXL Learning	03-4340	2-yr License Math-Gr.1-3, ELA-Gr.5		1,857.00
1510273	09/09/2016	NASCO	03-4310	ScienceLab Supplies	34.30	
				Unpaid Sales Tax	.44-	33.86
1510274	09/09/2016	Scandinavian Designs	40-6400	StaffRm Chairs	2,903.74	
				Supt.Office Chairs	692.80	3,596.54
1510275	09/09/2016	Sonoma Media Investments LLC dba The Press Democrat	01-5865	ClassRm Aide Ads		818.80
1510276	09/09/2016	Randy Stephens-Flemming	25-6200	K Playground Patio Mats.	261.97	
			40-6110	Plants-MP Terrace	400.32	
				TK Patio Mats.	1,292.00	1,954.29
1510277	09/09/2016	Wells Fargo Vendor Fin.Serv	01-5632	Kyocera Copier Lease		324.75
1510278	09/09/2016	West Sonoma Co. Disposal Svc.	01-5560	Garbage Service		146.07
1511841	09/16/2016	A.T.&T	01-5911	Sept03 Phone Bill		116.74
1511842	09/16/2016	California Vision Service Plan	01-9574	Oct16 Vision		213.55
1511843	09/16/2016	Cardmember Service	63-4398	Checkers Rug Game		55.76
1511844	09/16/2016	Consolidated Engineering Labs	40-6230	Daily Field Report Review	92.50	
				Torque Testing	1,008.00	1,100.50
1511845	09/16/2016	Colati-RohnertPark FoodService	13-5800	Aug16 Hot Lunches (299)	1,077.58	
			63-4397	Aug16 Daycare Milk	70.56	1,148.14
1511846	09/16/2016	Decker Equipment Inc.	01-4380	Door Stops	86.76	
				Unpaid Sales Tax	6.61-	80.15
1511847	09/16/2016	Enviroplex, Inc.	40-6200	StaffRm Modular Pymt# 4	13,431.06	
				TK Modular Pymt# 4	20,101.90	33,532.96
1511848	09/16/2016	Follett School Solutions, Inc.	03-4310	Gr.4 Textbooks		86.24
1511849	09/16/2016	Goodell, Porter, Sanchez & Bright	01-5821	15-16 Audit Bill #2		6,750.00
1511850	09/16/2016	Grainger	01-4380	V Belts for HVAC Rms2-5		59.70
1511851	09/16/2016	Liberty School 6th Grade	01-5800	PriorYr Gr.5 \$ to Gr.6 Account		1,650.27
1511852	09/16/2016	Lowe's Business Account	01-4380	Bleach, Soap, Tackboard Hooks		50.16
1511853	09/16/2016	Office Depot	01-4310	TK Storage Bin	18.38	

The preceding Checks have been issued in accordance with the District's Policy and authorization of the Board of Trustees. It is recommended that the preceding Checks be approved.

ESCAPE 

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Checks Dated 09/01/2016 through 09/30/2016

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
1511853	09/16/2016	Office Depot	03-4310	Misc.Classroom Supplies	175.83	194.21
1511854	09/16/2016	Kevin Perkins dbaKevinPerkinsBldg&Design	40-6400	StaffRm Table Outlet Strips		1,000.00
1511855	09/16/2016	Pacific Gas & Electric	40-5520	Scot/Electricity		4,273.09
1511856	09/16/2016	Pacific Gas & Electric	01-5520	Electricity & Gas		332.84
1511857	09/16/2016	Really Good Stuff Inc.	03-4310	K-1,RSP Manipulatives	394.61	
				Unpaid Sales Tax	30.07-	364.54
1511858	09/16/2016	Renaissance Learning Inc	03-4340	StarMath,Accelerated Reader		2,971.70
1513652	09/23/2016	AT&T	40-5901	Alarm Phone		74.92
1513653	09/23/2016	Cardmember Service	03-4310	RSP Instr.Matts.		100.43
1513654	09/23/2016	City of Petaluma	40-5530	Holm Water/Sewer	524.88	
				Scott Water/Sewer	775.69	1,300.57
1513655	09/23/2016	Jay Leininger Inspection Services	40-6230	Inspector of Record Svcs.		5,616.00
1513656	09/23/2016	Liberty School Daycare	63-4397	Costco/Daycare Food Purchase	165.24	
			63-4398	Scholastic/ReadingClub Matts.	121.00	286.24
1513657	09/23/2016	Office Depot	01-4310	TempuraPaint,PaintSets	204.98	
			01-4350	Office/ReceiptBooks	30.51	
			03-4310	RSP Instr.Matts.	74.27	309.76
1513658	09/23/2016	Universal Security & Fire Inc.	40-5901	Holm/Oct-Dec AlarmMonitoring		117.00
1513659	09/23/2016	Wells Sweeping Co.	40-5804	Holm/Aug.Parking Lot	101.25	
				Scott/Aug.ParkingLot	55.00	156.25
1514902	09/28/2016	Gonzalez's Cleaning & Maintenance	01-5501	Gutter Clearning	925.00	
			01-5803	MP-Sept03,10,17,24	1,300.00	
				Site-Sept03,10,15,17,24	1,750.00	3,975.00
1514903	09/28/2016	KD Specialty Contractors,Inc.	40-6400	Tackboards TK/Daycare Rm.		1,152.74
1514904	09/28/2016	Liberty School Daycare	63-4398	Art & Outdoor Activity Supplies		108.58
1514905	09/28/2016	Liberty School Revolving Acct	01-4310	Band/Reeds,ID Tags	52.32	
			01-4380	Parts for K Heater Repair	20.42	
			01-4391	Coffee w/the Principal Supplies	34.85	
			01-4400	StaffRm.TV Monitor Exchange	135.00	
			01-5630	K Heater Repair	100.00	
			40-5912	Property Cellphone	25.19	
				Unpaid Sales Tax	.66-	367.12
1514906	09/28/2016	Office Depot	03-4310	CompLab/Printer Ink	519.33	
				RSP/BookRings	4.87	
				LetteringTape,Cardstock	57.48	
			03-4394	NurseRm/WaterCups	11.33	
			63-4398	Daycare/Hanging & File Folders	30.27	623.28

The preceding Checks have been issued in accordance with the District's Policy and authorization of the Board of Trustees. It is recommended that the preceding Checks be approved.

ESCAPE 

Checks Dated 09/01/2016 through 09/30/2016

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
1514907	09/28/2016	Sonoma Co. Office Of Education	01-5819	16-17 Library/Media Services		1,458.00
1514908	09/28/2016	Wells Fargo Vendor Fin.Serv	01-5632	Riso Copier Lease		135.31
Total Number of Checks					61	92,328.76

Fund Summary

Fund	Description	Check Count	Expensed Amount
01	General Fund	29	25,278.78
03	Liberty Charter School	16	9,438.86
13	Cafeteria Fund	1	1,077.58
25	Capital Facilities Fund	1	261.97
40	Spec Rsrve For Cap Outlay Prc	16	54,620.39
63	Enterprise Fund (pre-school)	9	1,725.61
Total Number of Checks		61	92,403.19
Less Unpaid Sales Tax Liability			74.43
Net (Check Amount)			92,328.76

The preceding Checks have been issued in accordance with the District's Policy and authorization of the Board of Trustees. It is recommended that the preceding Checks be approved.

ESCAPE 

Patricia Petzar 10-14-2016

Liberty School District

National Blue Ribbon Award School

California Distinguished School

California Honor Roll - Scholar School

Minutes for the regular meeting of the Liberty School District Board of Trustees

Thursday, September 15, 2016

5:15 p.m. Public Session Staff Room

I. Call to order

5:36 p.m.

II. Roll Call and Flag Salute

Bob Koenitzer, Lisa Jack, Eric Brooks, Belden Panter, Katie Lundy, Chris Rafanelli
Joyce Campbell, Rene Wiener and the Reuser Family present, Ron Evenich
absent

III. Regular Meeting

a. Agenda approved

b. Correspondence: Chris shared a letter that he sent to Persinger Arch.

c. Warrant Questions The Board had some general questions about the
Special Ed. costs.

IV. Public/Community Input: Katie Lundy shared with the Board that we have had a
good start to the new-year.

V. Reports and Information

a. Business Managers Report

SCOE has promoted Linda Daugherty, and they have assigned a new
business manager to us, Sarah Lampenfeld.

Chris and the Board discussed the unaudited actuals.

Talked to parents about a Liberty Middle School. Looking in different area
than just the north end of Petaluma. Chris sent a letter to Persinger about
final payment and who is responsible for items that weren't addressed until
after (change orders)

b. Superintendent/Principal Report

i. Math Award: Jacob Reuser participated in a math contest and
got 100%. The California Mathematics League, 2015-16 Annual 6th
Grade Contest. Liberty received the award for him and Mrs.
Wiener presented it to him. Jacob is now attending Kenilworth Jr.
High and has an Algebra 2 class at Casa Grande High School.
Jacob thanked Mrs. Wiener and the staff at Liberty School for his
success.

ii. Enrollment 221

iii. Daycare: No report.

- iv. CAASPP/SBAC: Chris shared our test results with Board and how Liberty did as compared with the other schools in the County and the State. Liberty's students did very well in comparison. Chris had a meeting with parents about the test results for their children. The parents also asked when might Liberty be opening a middle school?
- v. Liberty and the Liberty Cemetery: Copperfield's hosted an author's book signing at Liberty and Liberty Cemetery. Jason Segal, author of "Nightmare".

VI. Action Items: These items need to be considered and acted upon individually by the Board.

- a. Public Hearing and Approval of Resolution # 091516A Sufficient Textbooks and Instructional Materials for Students-**The Board of Trustees reviewed, discussed and approval of Resolution # 091516A complying with Education Codes 60119 and 60422 (b), sufficient textbooks and instructional materials. Moved by Lisa seconded by Eric and approved by all.
- b. Approval of Developer Fee Resolution # 091516C and Accounting-**The Board of Trustees reviewed, discussed and approved of Resolution # 091516C complying with Government Codes 66001 (d) and 66006(b). Moved by Eric seconded by Lisa and approved by all.
- c. Approval of Unaudited Actuals for 2015-2106-**The Board of Trustees reviewed, discussed, and approved of the 2015-2016 Unaudited Actuals. Moved by Eric seconded by Lisa and approved by all.

VII. Consent Items: Items listed under the Consent Agenda are considered to be routine and are acted on by the Board in one motion. No discussion of these items is necessary unless the Board requests specific items to be discussed and/or removed from the Consent Agenda.

- a. Approved of Warrants 8/1-0/16 – 8/31/16**
- b. Approved of Minutes of August 18 Meeting**
- c. Approved of Legal Services Agreement with SCLS**
- d. Approved of Agreement with Samantha Shura**
- e. Approved of Intern Agreement with SSU**
- f. Approved of Resolution # 091516D Adopting Conflict of Interest Code**
- g. Accept Board of Trustees Resignation of Gary Feldman**
- h. Personnel-**
 - i. Hire Aide-Cathy Pearson**
 - ii. Hire – Temporary – Aide – Nancy Dannels**

Moved by Lisa seconded by Eric and approved by all

VIII. Board Members: This time is scheduled for Board members to address their colleagues and/or staff about areas that they feel need study or information. The President will direct what action he feels should be taken on any item introduced by Board members.

IX. Dates and Future Agenda Items

Regular Board Meeting Board Meeting-

October 20 at 5:15

a. Agenda Items:

X. Adjournment

8:00 p.m.

Liberty School District
Williams Settlement
Quarterly Uniform Complaint Report Summary

Education Code §35186(d): A school district shall report summarized data on the nature and resolution of all complaints on a quarterly basis to the county superintendent of schools and the governing board of the school district. The summaries shall be publicly reported on a quarterly basis at a regularly scheduled meeting of the governing board of the school district. The report shall include the number of complaints by general subject area with the number of resolved and unresolved complaints. The complaints and written responses shall be available as public records.

Reporting Period:

- January 1 – March 31, 2016 April 1 – June 30, 2016
 July 1 – August 31, 2016 September 1 – December 31, 2016

Please complete the following table. Enter "0" in any cell that does not apply.

	Complaints Received	Complaints Resolved	Unresolved Complaints
Instructional Materials	0		
Facilities	0		
Teacher Vacancy and/or Mis-assignment	0		
Total	0		

Board meeting date: 10/20/16
Date sent to County Superintendent of Schools: 10/21/16
Sonoma County Office of Education
5340 Skylane Blvd.
Santa Rosa, CA 95403
or email to mwallace@scoe.org)