



# SAUSALITO MARIN CITY SCHOOL DISTRICT

630 NEVADA STREET, SAUSALITO, CA 94965

TEL (415) 332-3190; FAX (415) 332-9643

[www.sausalitomarincityschooldistrict.com](http://www.sausalitomarincityschooldistrict.com)

*Superintendent*  
ROSE MARIE ROBERSON, Ed.D.

*Trustees (alphabetical)*  
THOMAS CLARK  
STEPHEN FRASER, Ph.D., J.D.  
GEORGE STRATIGOS, President  
SHIRLEY THORNTON, Ed.D.  
DIANA TURNER

July 28, 2004

The Honorable Terrence R. Boren  
Marin County Superior Court  
P.O. Box 4988  
San Rafael, CA 94913-4988

**Re: Response to Report: SCHOOL ADMINISTRATION—Is the Cost Too High?**

Honorable Terrence R. Boren,

This letter is written in formal response to your request that the Sausalito Marin City School District respond to the following questions:

*F1. The County office of Education, while producing numerous statistical reports using the object codes, has produced no statistical reports using the function codes even though this information is available for each district.*

**Response:** The Sausalito Marin City School District looks forward to working with the Marin County Office of Education in utilizing the function codes and suggests that a county-wide training take place so that every district has a clear and uniform understanding of the definition of each function code.

*F2. The number of students in a school district does not appear to affect the percentage of the budget spent on general administration because the office of Education provides the administration for the smallest school districts.*

**Response:** The Sausalito School District is a small school district that hires and pays for its own administrative costs. The unique needs of our student population (over 80% are on the free and reduced lunch program, 23% receive Special Education support services, etc.) and the fact that we serve three student populations on three sites, require administrative oversight and support. Our administrative costs are actually slightly less than a similar district managed by the County Office of Education.

*F3. Although consolidation of smaller districts is unlikely to produce administrative savings, Unification appears to offer up to a 3% savings of the combined budgets.*

**Response:** A decision to unify would need to take into account the wishes of the communities and the Boards of Education.

*F4. In any reorganization, savings in administrative costs may be offset by other costs of reorganization such as averaging up salaries.*

**Response:** In 2003-04, the Sausalito Marin City School District cut one principal position and now has the other principal overseeing two schools. The district office has picked up many administrative tasks that had been covered by the principal(s) with no averaging up of salaries.

*R1. The County Office of Education should produce countywide statistical reports of functional classification of expenses as it does for object classification*

**Response:** We encourage countywide training to ensure a uniform definition and usage of the function codes.

*R3. Every school district should analyze its breakdown of expenses for all functional categories.*

**Response:** With countywide training, this report preparation and analysis would become standardized and easy to implement at the district level.

**PLEASE NOTE:** The student population figure (P2-ADA) does not include our Charter School Population. The correct figure should be 289 NOT 185. Of the 7% of other "outgo" 9000, the majority of this money is for direct instruction of our Willow Creek Academy Charter School students. We therefore believe that the calculation does not accurately represent the ratio for direct instruction contained in this report.

Should you have any additional questions, please contact the District Office.

Cordially,



Rose Marie Roberson, Ed.D.  
Superintendent

**Cc:** Board of Education  
Foreperson, Marin County Civil Grand Jury  
Mary Jane Burke, Marin County Superintendent of Schools

## RESPONSE TO GRAND JURY REPORT FORM

**Report Title:** School Administration – Is the Cost Too High?

**Report Date:** June 10, 2004

**Response by:** Dr. Rose Marie Roberson, Ed.D **Title:** Superintendent

### FINDINGS

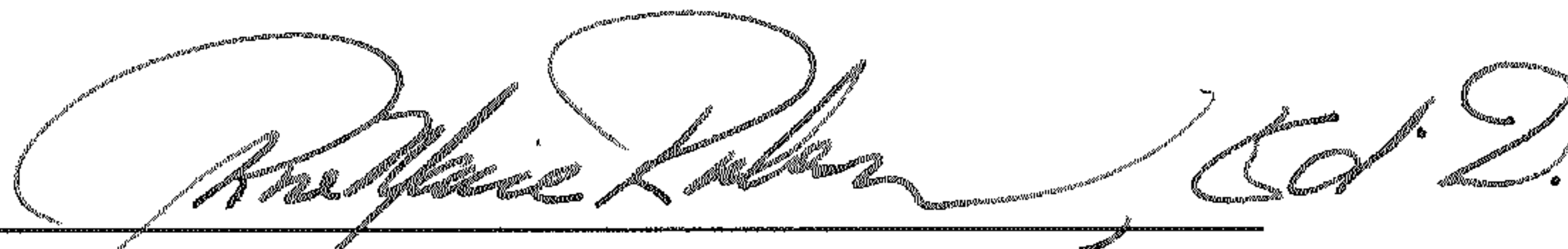
- I/we agree with the findings numbered: F1, R1 and R3
- I/we disagree wholly or partially with the findings numbered: F2, F3 and F4
  - ❖ Attach a statement specifying any portions of the findings that are disputed; include an explanation of the reasons therefor

### RECOMMENDATIONS

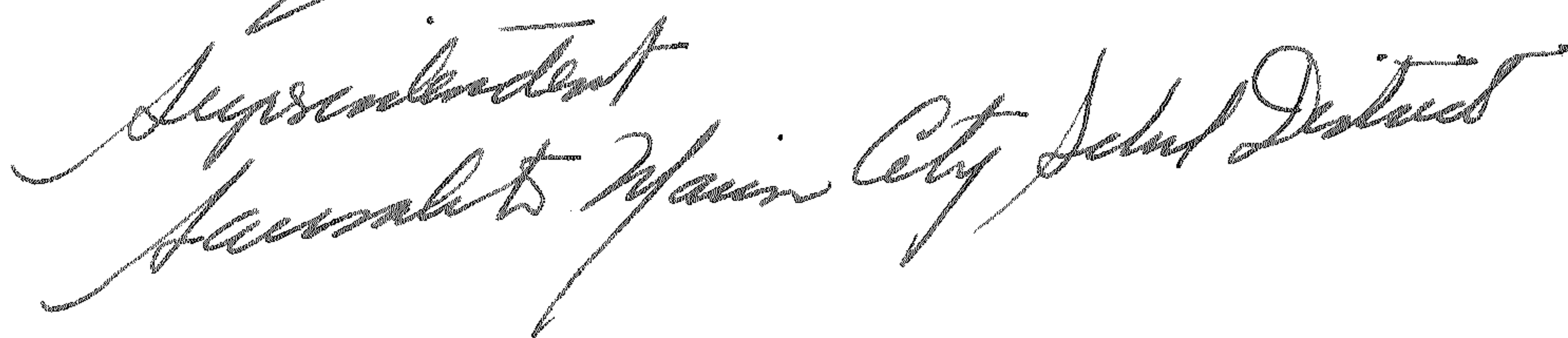
- Recommendations numbered \_\_\_\_\_ have been implemented
  - ❖ Attach a summary describing the implemented actions
- Recommendations numbered F1, R1, R3 have not yet been implemented, but will be implemented in the future
  - ❖ Attach a timeframe for the implementation
- Recommendations numbered \_\_\_\_\_ require further analysis
  - ❖ Attach an explanation and the scope and parameters of an analysis or study, and a timeframe for the matter to be prepared for discussion by the officer or director of the agency or department being investigated or reviewed, including the governing body of the public agency when applicable. This timeframe shall not exceed six months from the date of publication of the Grand Jury report
- Recommendations numbered F2, F3 and F4 will not be implemented because they are not warranted or are not reasonable
  - ❖ Attach an explanation

Date: September 13, 2004

Signed: \_\_\_\_\_



Number of pages attached: 2



Superintendent  
Fairfax County School District

**Memo To: Marin County Grand Jury**

**From: Dr. Rose Marie Roberson, Superintendent**

**Response to the Grand Jury Report: SCHOOL ADMINISTRATION—Is the Cost Too High?**

*F1. The County office of Education, while producing numerous statistical reports using the object codes, has produced no statistical reports using the function codes even though this information is available for each district.*

**Response:** The Sausalito Marin City School District looks forward to working with the Marin County Office of Education in utilizing the function codes and suggests that a county-wide training take place so that every district has a clear and uniform understanding of the definition of each function code. This has been discussed with the Marin County Office of Education and should be implemented during the 2004-05 school year.

*F2. The number of students in a school district does not appear to affect the percentage of the budget spent on general administration because the office of Education provides the administration for the smallest school districts.*

**Response:** The Sausalito School District is a small school district that hires and pays for its own administrative costs. The unique needs of our student population (over 80% are on the free and reduced lunch program, 23% receive Special Education support services, etc.) and the fact that we serve three student populations on three sites, require extensive administrative oversight and support. Our administrative costs are actually slightly less than a similar district managed by the County Office of Education and as long as these costs remain comparatively low, it is not now appropriate to change to the County Office administration of our district.

*F3. Although consolidation of smaller districts is unlikely to produce administrative savings, Unification appears to offer up to a 3% savings of the combined budgets.*

**Response:** Given the experience of large districts like Los Angeles Unified, research indicates that there is little or no benefit to students due to the depersonalized and highly bureaucratic structure of large organizations. Since the Tamalpais District has a higher salary schedule, costs to our district costs most likely would increase.

*F4. In any reorganization, savings in administrative costs may be offset by other costs of reorganization such as averaging up salaries.*

**Response:** In 2003-04, the Sausalito Marin City School District cut one principal position and now has the other principal overseeing two schools. The district office has picked up many administrative tasks that had been covered by the principal(s) with no averaging up of salaries.

R1. *The County Office of Education should produce countywide statistical reports of functional classification of expenses as it does for object classification*

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