

**MARTINEZ UNIFIED SCHOOL DISTRICT
MINUTES
OF THE REGULAR MEETING OF THE
BOARD OF EDUCATION**

Martinez Unified School District – Board Room
921 Susana Street
Martinez, California 94553
March 12, 2018

Members Present:

Bobbi Horack
Deidre Siguenza
Jonathan Wright
John L. Fuller
Kathi McLaughlin

Student Representative:

Juliet Stephenson

Administrative Staff Present:

CJ Cammack, Superintendent
Helen Rossi, Assistant Superintendent
Administrative Services
Max Eissler, Chief Technology Officer
Janelle Eyet, Director of Student Services

CALL TO ORDER

President Wright called the meeting to order at 5:00 p.m.

PUBLIC COMMENTS – Prior to Closed Session

There were no public comments prior to Closed Session.

ADJOURN TO CLOSED SESSION

The Board adjourned to Closed Session for:

1. Pursuant to Government Code Section 54957 – Public Employee Discipline/Dismissal/Release
2. Pursuant to Government Code 54957.6 - Conference with Labor Negotiators Superintendent CJ Cammack and Assistant Superintendent of Administrative Services Helen Rossi regarding MEA, CSEA, MASA, and Confidential/Supervisory Unit
3. Pursuant to Government Code Section 54957 – Public Employee Performance Evaluation

RECONVENE FOR THE REGULAR MEETING OF THE BOARD OF EDUCATION

President Wright reconvened the meeting at 6:35 p.m.

REPORT OUT: CLOSED SESSION

President Wright stated that regarding:

1. Pursuant to Government Code Section 54957 – Public Employee Discipline/Dismissal/Release

On motion of Member Fuller, seconded by Member McLaughlin, the Board voted 5 to 0 to non-reelect from employment for the 2018-2019 school year 2 certificated employees and directed the superintendent to notify those employees of such action. Carried Unanimously.

On motion of Member McLaughlin, seconded by Member Siguenza, the Board voted 5 to 0 to accept the resignation of 6 certificated employees effective June 8, 2018. Carried Unanimously.

No other reportable action was taken.

PLEDGE OF ALLEGIANCE

President Wright led the Pledge of Allegiance.

APPROVAL OF AGENDA

There were no changes to the agenda.

APPROVAL OF MINUTES

On motion of Member McLaughlin, seconded by Member Horack, the Board approved the minutes from the Regular Meeting of February 26, 2018 (5-0 vote). Carried Unanimously.

Student Representative: Abstain

PRESENTATIONS

1. CSEA Employees of the Year Recognition

Superintendent Cammack announced this was a great event to honor classified employees in the District. He read a quote that sums up what classified employees do for a district day in and day out.

He read a little bit about each honoree and invited each of them up for a little gift and a picture:

AHS: Maureen French

MJHS: Christy Heeb

Vicente/Briones: Kristen Canepa

John Muir Elementary– Miriam Flores

John Swett Elementary – JoAnn Buccellato

Las Juntas Elementary – Tammy White

Martinez Adult Education – Aimee Wallace

Food Service – Angela Farmer

Morello Park Elementary – Jared Ruddell* (He will represent MUSD in the County competition)

President Wright also congratulated all of the honorees.

Public Comment:

Kevin Stein – CSEA Chapter 99 president:

He congratulated all the classified employees honored this evening. He shared a quote from the State Superintendent of Schools describing how important classified employees are. He added that the 3rd week in May is “Classified Employee Week – theme: “Heartbeat of our Schools”. He also mentioned Jared and JoAnn have been picked for a “Day in the Life” recognition through CSEA where a video will be made following them around as they perform their daily duties. He will share more information with Superintendent Cammack about this.

COMMENTS FROM STUDENT REPRESENTATIVE

Juliet Stephenson updated the Board on activities taking place in the District.

EMPLOYEE ORGANIZATION REPORTS

MEA:

Brenda Navarro – MEA president:

She congratulated all the classified employees and shared that she appreciates everything they do. She also commented on all the work the teachers have right now at all levels - new textbook adoptions, etc., (many not getting paid for extra work they do)

CSEA:

Kevin Stein - CSEA president:

He commented on CSEA’s great relationship with the District and on a “contest” they entered - ACE (Appreciating Classified Employees). They will know the winner by April and, if selected, an administrator or board member can perform the duties of a classified member for a day.

COMMENTS FROM PTA

There were no comments from PTA this evening

STAFF REPORT

There were no staff reports this evening.

PUBLIC COMMENTS

Jeff Stiles – former AHS student:

He commented on the reasons he did not receive a copy of his high school diploma years ago. He asked the Board review his paperwork and allow him to get a copy of an Alhambra High School diploma.

Marilyn Brouette – MUSD teacher:

She commented on how impressed she was that Mr. Stiles wants his diploma so much that he would come to the Board to request their consideration in the matter.

CONSENT CALENDAR

Assistant Superintendent Helen Rossi added one contract to **Ratification of Contracts:**

- Trebron Company (3 year contract for Lightspeed Web Filter)

On motion of Student Representative Member Juliet Stephenson, seconded by Member McLaughlin, the Board approved the following Consent Calendar as amended (5-0 vote). (Student Advisory Vote excluding those items subject to closed session discussion – Aye)

1. Personnel Items

Retirement

Eliot Schain, Social Science Teacher, 1.0 FTE, Alhambra High School, effective July 14, 2018

Ronald Tomlinson, Computer Network Technician, 6 hours per day, Martinez Adult Education, effective May 1, 2018

Resignation

Rachael Hartley, Special Education Teacher, 1.0 FTE, John Muir Elementary, effective June 8, 2018

Lisa Ribeiro, Cafeteria Assistant I, 3 hours per day, Morello Park Elementary, effective February 23, 2018

Zachary Hughes, Para Educator C, 5.5 hours per day, Alhambra High School, effective March 13, 2018

Sarah Mitchell, Noon Duty Supervisor, 1.5 hour per day, Martinez Junior High, effective February 21, 2018

Return from Leave of Absence for 2018-2019 School Year

Kyleigh Williams, Elementary Teacher, 1.0 FTE

Clark Smith, Science Teacher, 1.0 FTE, Alhambra High School

Megan Auluck, Math Teacher, 1.0 FTE, Martinez Junior High School

Leah Van Deth, School Psychologist, 1.0 FTE, District Office

Release of Temporary Certificated Personnel Employed for the 2017-18 School Year, Effective June 8, 2018

Amy Specter, Educational Mental Health Counselor, .60 FTE, Vicente/Briones High

Samuel Eaton, Social Science Teacher, 1.0 FTE, Alhambra High School

Joanna Mullen, Elementary Teacher, 1.0 FTE, John Muir Elementary

Russell Elkins, Math Teacher, .80 FTE, Martinez Junior High

Haley Alvarado, Elementary Teacher, 1.0 FTE, John Swett Elementary

Job Share Agreements for the 2018-2019 School Year

Mary Hardesty and Paula Parker – John Muir Elementary

Mary Hardesty, .80 FTE, requesting .80 FTE job share with Paula Parker AND Paula Parker, .20 FTE requesting .20 FTE job share with Mary Hardesty

Request for a Leave of Absence

Janette Smith, Math Teacher, 1.0 FTE, requesting .40 FTE unpaid leave of absence for the 2018-2019 school year

Employment of Classified Personnel

Sharon Kirk, Para Educator C, 5.5 hours per day, Alhambra High School, effective March 1, 2018

Dillon Miller, Noon Duty Supervisor, 1.5 hours per day, John Swett Elementary, effective February 26, 2018

Transfer of Classified Personnel

Theresa Taylor, Para Educator Health Attendant, 5.5 hours per day, Martinez Junior High transferred to Library

Media Assistant, 4.5 hours per day, Martinez Junior High, effective March 5, 2018

Involuntary Transfer of Classified Personnel

Mario McIntosh, Custodian, 8 hours per day, Alhambra High School, transferred to Custodian, 8 hours per day, Martinez Junior High School, effective February 26, 2018
Daqiu Sun Custodian, 8 hours per day, Martinez Junior High School, transferred to Custodian, 8 hours per day, Alhambra High School, effective February 26, 2018

Employment of Certificated Substitute Personnel

Nancy Roque, effective February 22, 2018

Employment of Classified Substitute Personnel

Ahn Lam, effective February 28, 2018
Laura Leonard, effective March 1, 2018
Eibleis Melendez, effective March 1, 2018
Christine Bertram-Hodges, effective March 5, 2018
Patricia Nofrey, effective March 5, 2018
Brianna Sanchez, effective March 6, 2018
Susana Kossuth Wu, effective March 6, 2018

2. Declaration of E-waste for Las Juntas Elementary
3. Declaration of E-waste for the District Office
4. Declaration of E-waste for Morello Park Elementary
5. Acceptance of Gift Donations
 - A check in the amount of \$20.00 from Dulce Sanchez to John Muir Elementary
 - A check in the amount of \$136.86 from Martinez Arts Association to John Muir Elementary
 - A check in the amount of \$200.00 from the Kiwanis Club of Martinez to John Muir Elementary for new books for the school library
 - Five Macbook Pros and five 27 in. monitors from Dropbox Headquarters to Martinez Junior High School
6. Ratification of Contracts
 - CCCOE Contract for Internet Services
 - Deiredre Ryan-Booth
 - James Bylund
 - Trebron Company (added to Consent Calendar 3-12-18)
7. Warrant Registers

ITEMS FOR BOARD CONSIDERATION OR ACTION

1. Review and Approval of New Job Description: Director, Educational Services

Superintendent Cammack explained that this item is tied to Item 16.2 – Appointment of Director, Educational Services. He explained this job description is related to a realignment of positions in Curriculum & Instruction and Human Resources which is intended to establish a greater coherence of work in supporting the work of site administrators, aspects of human resources, and the overall instructional program. This is not a new position, but rather a restructuring of current responsibilities and has a neutral impact on the general fund budget.

Public Comments:

Kevin Stein – CSEA president:

He commented on his members' concerns about all the changes in DO leadership causing a feeling of instability.

On motion of President Wright, seconded by Member Siguenza, the Board voted to accept the new position of Director, Educational Services as presented (5-0 vote). Carried Unanimously.

Student Representative Vote: Aye

2. Appointment of Director, Educational Services

Superintendent Cammack shared some background information about Tom Doppe and was happy to present him to the Board as the candidate to appoint as Director, Educational Services.

Public Comments:

Brenda Navarro – MEA president:

She congratulated Tom and looks forward to collaborating with him through C & I as there is a lot of work to be done.

On motion of President Wright, seconded by Member Horack, the Board approved the appointment of Tom Doppe as new Director, Educational Services as presented (5-0 vote). Carried Unanimously.

Student Representative Vote: Abstain

Mr. Doppe expressed his appreciation for being given this opportunity and he looks forward to serving the District in this role.

3. Project Labor Agreement Update

Superintendent Cammack provided the Board an update about the PLA negotiations which included:

- ✓ Timeline/Negotiation meetings already held
- ✓ Key areas for MUSD
- ✓ Current standing on key areas for MUSD/for Building Trades Council (BTC):
 - Scope of PLA
 - Project Threshold
 - Local Hire/Apprentice Provisions
 - Prefabricated Materials Provision
 - Career Technical Education

Board members offered their thoughts and opinions about the key areas related to a Project Labor Agreement.

Public Comments:

Jolene Kramer – Contra Costa Building Trades Council

She thanked the District for undertaking this process and commented on the issues raised. She understands the District's priorities and feels they can talk through it and everything can be worked out.

The negotiating team will continue to work toward an agreement that will keep the best interests of the Martinez Unified School District in mind. The Board would like another update after the next negotiation meeting.

4. Review of Revised Board Policy and Administrative Regulation 5117

Director of Student Services Janelle Eyet presented the Board with revisions to BP and AR 5117 which allow the District flexibility as enrollment needs change regarding inter-district transfers. Staff reviewed other districts' policies, and the proposed revisions were reviewed by MUSD legal counsel.

These policies will return for action/adoption at the next meeting.

5. 2017-18 Second Interim Report

Assistant Superintendent Helen Rossi shared information related to the District's second interim budget report (July 1, 2017 – January 21, 2018) which included:

- ✓ Budget assumptions
- ✓ Total General Fund revenues and expenditures
- ✓ Multi-year projections (17-18, 18-19, 19-20)
- ✓ Information about "other funds"
- ✓ Challenges for the future
- ✓ Recommendation:
 - Approve 2017-18 second interim
 - Form Superintendent's Budget Advisory Committee – look at deficit spending and ensure positive certification for 3rd year out on future budgets

Public Comments:

Brenda Navarro – MEA president:

She had some questions about books and supplies, services and contracts, and professional consulting services. Ms. Rossi answered her questions.

Kevin Stein – CSEA president:

He asked that CSEA members be a part of the Superintendent's Budget Advisory Committee.

On motion of Member McLaughlin, seconded by Member Horack, the Board approved the 2017-18 Second Interim Report as presented (5-0 vote). Carried Unanimously.

Student Representative Vote: Aye

6. Tri-Party Agreement between Martinez Unified School District, the City of Martinez and Rising Sun Energy Center for the CYES

Superintendent Cammack reminded the Board that this was brought for information at last meeting; the agreement focuses on work force development for students in our community

On motion of Member Horack, seconded by member Wright, the Board approved the Tri-Party Agreement between Martinez Unified School District, the City of Martinez and Rising Sun Energy Center for the CYES as presented (5-0 vote). Carried Unanimously.

Student Representative Vote: Aye

7. Review of Updated Noon Duty Job Description

Superintendent Cammack reminded the Board this job description addresses the change in law under Assembly Bill 670, which amends Education Code section 45103 to include part-time playground positions as part of the classified service, effective January 1, 2018. It was brought for information at the last meeting.

Public Comments:

Kevin Stein – CSEA president:

He welcomed the noon duty employees to the union and was happy it “worked out so quickly in our district”. He is glad they are now a part of CSEA.

On motion of Member McLaughlin, seconded by Member Fuller, the Board approved the updated Noon Duty Job Description as presented (5-0 vote). Carried Unanimously.

Student Representative Vote: Aye

8. Approval of the Martinez Unified School District Schools Annual Revisions and Review of their Safe School Plans

Superintendent Cammack stated the Safe School Plans were brought for information and review at the last meeting and are being brought forth for action this evening. He added these plans are updated annually but the District is always looking at ways to improve them and they can always be changed as needed (protocols, etc.).

Public Comments:

Brenda Navarro – MEA president:

She commented on the need to have more comprehensive plans with a mental health component, help for high-risk students, and first aid protocols if an emergency occurs; we need to be prepared for more than fire drills. There is more to be discussed.

On motion of Member McLaughlin, seconded by Member Fuller, the Board approved the Martinez Unified School District Schools Annual Revisions and Safe School Plans as presented (5-0 vote). Carried Unanimously.

Student Representative Vote: Aye

9. Adoption of Resolution No. 2018-23 Increasing School Facilities Fees as Authorized by Government Code Section 65995(b) (3)

Assistant Superintendent Helen Rossi reiterated that the Developer Fee Justification Study dated January 26, 2018 provides verification that the district's "Level 1" fees will remain at \$3.79 per square foot for residential construction, and raise from \$0.56 per square foot to \$0.61 for commercial/industrial construction. The resolution was brought for information at the last meeting and has now been brought for action/adoption.

On motion of Member Siguenza, seconded by Member McLaughlin, the Board adopted Resolution No. 2018-23 Increasing School Facilities Fees as Authorized by Government Code Section 65995(b) (3) as presented (5-0 vote). Carried Unanimously.

Student Representative Vote: Aye

10. Adoption of CSBA Updates: October, 2016, October 2017 and December 2017

Superintendent Cammack reminded the Board these policies were brought for information and review at the last meeting.

On motion of Member Horack, seconded by Member Wright, the Board adopted the following policies and administrative regulations as presented (5-0 vote). Carried Unanimously.

Student Representative Vote: Aye

October 2016: BP and AR 6173, E 6173 (1 and 2)

October 2017: BP and AR 6020, BP and AR 6173.2

December 2017: AR 5148.2 (keep current policy), BP 6146.1

Public Comments:

Jeff Stiles – former AHS student:

He shared further information with the Board about why he wants his diploma.

COMMENTS FROM THE SUPERINTENDENT, BOARD MEMBERS AND FUTURE AGENDA ITEMS

Superintendent Cammack:

- He thanked classified employees again for all they do.
- He congratulated Juliet Stephenson on her Mock Trial and Cheerleading success and on the work she does in the classroom on a daily basis.

Juliet Stephenson:

She thanked all the employees of the District for the great educational experience they create in Martinez. She also mentioned the “walk out” that will happen on Wednesday; she appreciated the comments/suggestions from Mr. Doppe and Mr. Cammack regarding the walk out.

Member McLaughlin:

- She thanked Superintendent Cammack and staff regarding the preparation for the county board meeting regarding trustee area maps that was held here last week; MUSD was prototype for this process.
- She announced that the Santa Rosa Concert Choir was invited to Carnegie Hall; they need \$50,000 to make the trip possible but are low on funds; a “Go Fund Me” account has been set up. She gave the information to the Board for anyone who wanted to donate.

Member Fuller:

He congratulated Juliet also regarding Superintendent’s comments. He hopes all goes well Wednesday and the open and honest dialogue continues.

President Wright:

- He appreciated everyone’s comments in the room tonight
- He congratulated the classified employees who were honored
- He commented on the passing of one of his mentors, Shirley Breyer Black, who was the first woman president of a classified employee union; she was 100 years old

ADJOURNMENT

President Wright adjourned the meeting at 9:24 p.m. The next Regular Meeting of the Board of Education will be March 26, 2018.

Signed _____
Clerk, Board of Education