



Board of Education
Minutes of Regular Board Meeting
June 14, 2016
(UNADOPTED)

Open Session

1. CALL MEETING TO ORDER

Board President Gunawan Alisantosa called the meeting to order at 7:00 p.m.

2. ROLL CALL

All Board members were present.

Also present were Deputy Superintendent Cheryl Jordan, Assistant Superintendents Matt Duffy, Wendy Zhang and Executive Assistant Charito Cabantac .

3. APPROVAL OF THE AGENDA

Motion: **Approve the agenda for the June 14, 2016 Board meeting**
 M/S **Núñez/Norwood** **Vote: 5-0**

4. FLAG SALUTE

Board President Alisantosa led the Flag Salute.

5. COMMENTS FROM THE PUBLIC

None.

6. BOARD GROUP AGREEMENTS

The Board Group Agreements was on the agenda for easy reference for members of the Board. There was no discussion.

7. ACTION/DISCUSSION ITEMS

A. LOCAL CONTROL AND ACCOUNTABILITY PLAN (LCAP)

The Board held a public hearing on the 2016-17 LCAP plan.

Motion: **Open the public hearing**
 M/S **Bobay/Norwood** **Vote: 5-0**

Community member Robert Jung asked the Board to consider putting on the LCAP Outcomes Tracker a goal for our primary students, specifically grades K-3, that by third grade all of our students to be at grade level in reading and math. He said this makes sense in order for the district to close the achievement gap if we put this focus into our goals.

Motion: **Close the public hearing**
 M/S **Bobay/Norwood** **Vote: 5-0**

Mr. Duffy said that if the Board would like that in the LCAP, it can be included under Outcomes as something that we can look at or improve, maybe not as a specific percentage

but at least to get it out there for the Board's information. Board member Lau commented that it makes sense just to add them in and see what the data looks like. We do not need to set this as a goal right away and take this into account in next year's planning. Board member Nuñez asked staff to include this item in a future Friday Letter and tell the Board where third graders are currently at in reading and math.

B. 2016-17 DISTRICT BUDGET

The 2016-17 proposed budget was presented and discussed during the budget study on Saturday, June 11, 2016. As required by Education Code Section 42103, the governing board of the District will hold a public hearing prior to the final adoption of the 2016-17 Proposed Budget on June 28, 2016.

Motion: Open the public hearing
M/S Norwood/Lau Vote: 5-0

CSEA president Machel Kessinger asked for a breakdown of how much classified CSEA and management staff are being funded. Wendy Zhang said she will provide her a list with this information. She also asked for a breakdown of classified staff's professional development budget. Ms. Zhang stated that she can provide information about the central offices but do not have a listed broken down per school as schools get allocated a sum for all of their professional development needs.

Community member Allysson McDonald asked if the salary for the position of Career and College Counselor, a position that is growing in many different ways, is included in the budget. Cheryl Jordan said she suspects part of it is included in the general budget and part of it is being paid by the school, but will look into it. Board member Bobay suggested that MetroEd be contacted if there is a partnership opportunity there.

Motion: Close the public hearing
M/S Bobay/Norwood Vote: 5-0

C. MUSD's GENERAL FUND EXCESS RESERVE

Senate Bill (SB) 858 requires that school districts, beginning with the 2015-16 adopted budget, identify the minimum reserve level applicable to the District and disclose the amount in excess of the minimum. For Milpitas Unified, our required minimum reserve is 3% of the total General Fund expenditures. This is projected at \$3,256,377. The District must also reserve \$671,535 for revolving cash, store inventory, and prepaid accounts. This is recorded as a non-spendable account under the Standard Accounting Code Structure (SACS) reporting. The total projected ending fund balance for 2016-17 is at \$6,023,422. The excess reserve is \$2,095,510. Based on the District's current projection, the excess reserve will be spent down by the end of 2017-18.

Motion: Open the public hearing
M/S Bobay/Norwood Vote: 5-0

No speakers.

Motion: Close the public hearing
M/S Bobay/Norwood Vote: 5-0

D. EDUCATION SPECIFICATION FOR THE NEW ELEMENTARY SCHOOL

To approve the McCandless site as a new elementary school, the California Department of Education (CDE) requires the District to prepare an education specification of the new school. In turn, the State requires Board approval of the Education Specification as part of their review of the new elementary school design.

The Education Specification demonstrates to the CDE that the new elementary school will have the facilities needed to meet state standards. The State will be particularly interested in the number, types and sizes of spaces that are proposed for the new elementary school.

Wendy Zhang presented the information to the Board.

Motion: Approve the Education Specification
for the new elementary school
M/S Norwood/Bobay Vote: 5-0

E. CHANGES TO THE 2017-18 and 2018 SCHOOL CALENDARS

The 2017-18 and 2018-19 proposed calendars were developed after taking into consideration feedback from parents, MTA and CSEA leadership, management, certificated and classified staff members. Community Based Advisory Committee (CBAC) members discussed the calendars with their respective School Site Councils and PTA groups, and reported that input at their CBAC meetings in March and April. District office staff also reviewed the impact of the calendar on the district assessments such as SBAC and high school finals.

After considering the response from staff and parents, the attached 2017-18 and 2018-19 calendars are being proposed to the Board for discussion and approval. These calendars meet Education Code requirements and are reflective of the consensus view of both parents and staff. The proposed calendars include an additional local holiday – *Milpitas Diversity Day*, adding one additional day at the end of the school year to accommodate this non-school day. The existing local holiday, Cinco de Mayo has been replaced by Indigenous People's Day. Cesar Chavez Day is noted on the calendars for the Board's reference in the event the Board prefers to designate that date as the local holiday instead of Indigenous People's Day, as suggested by the staffs at Zanker, Rancho, Adult Education, Human Resources and Technology Services.

Education Code 37220 (13) allows the Board to designate local holidays. Cinco de Mayo has been a local holiday designated by the Board since 1976, it was designated as such as an apology to the Mexican American community in Milpitas for the use of a sombrero silhouette in the Rancho yearbook in place of photos for those students who were absent on picture day. During CBAC this history was discussed as well as the need to recognize the many cultures that make up the diverse facets of the Milpitas community. Rather than providing a non-school day in October to provide staff and students with a recess after the first two months of school as requested by MTA, CBAC members suggested that it be designated a local holiday called *Milpitas Diversity Day*. Indigenous People's Day was proposed in 1977 by a delegation of Native nations to the United Nations- sponsored International Conference on Discrimination Against Indigenous Populations in the Americas, which subsequently passed the resolution.

Resolutions for Recognition of Lincoln's Birthday:

The legal holidays per Education Code Section 37220 have been noted on the proposed calendar. Per subdivision (e) "Except for Veterans Day, as designated in paragraph (8) of subdivision (a), the governing Board of a school district, by adoption of a resolution, may revise the date upon which the schools of the district close in observance of any of the holidays identified in subdivision (a). If the proposed calendar is adopted, and the district changes the date of a legal holiday, a resolution is required. Mere approval of the calendar as an agenda item is not sufficient, per the California Department of Education." Because the proposed calendars require us to move Lincoln's Birthday, a legal holiday, to February 20, 2018 and February 19, 2019 for the 2017-18 and 2018-19 school years, the Board must pass resolutions to this effect. Therefore, these resolutions are recommended for approval by the Board.

At its meeting on May 24, 2016 the Board heard from Rancho staff members requesting a later start date for the school year. The Board discussed the proposed start for the school year, and the local holiday placement in lieu of Cinco de Mayo. As a result of the Board's discussion, staff got additional input on the start day for the school year and on preferences for a local holiday. Additionally, staff reviewed school calendars from comparison school districts (Santa Clara County Unified Districts and our neighbors along the highway 680 corridor between Milpitas and San Jose. Ms. Jordan shared the survey responses with the Board.

Motion: **Adopt Resolution 2016.34 moving the observance of Lincoln's birthday from February 12, 2018 to February 20, 2018.**

M/S **Núñez/Lau** **Vote: 5-0**

Motion: **Adopt the proposed calendar for the 2017-18 school year**

M/S Nuñez/Lau Vote: 5-0

**Motion: Adopt Resolution 2016.35 moving the observance
of Lincoln's Birthday from February 12, 2019
to February 19, 2019**

M/S Nuñez/Lau Vote: 5-0

Motion: Adopt the 2018-19 school calendar

M/S Nuñez/Lau Vote: 5-0

F. NEW ELEMENTARY SCHOOL JOINT USE AGREEMENT WITH THE CITY OF MILPITAS

The District is in the process of purchasing approximately 6.7 acres of McCandless property to build a new elementary school. It will mutually benefit the City of Milpitas and the District to contribute jointly to the establishment, operation, and maintenance of recreational facilities and shared parking facilities, which will serve the needs of the community. The joint use areas will include the field, basketball courts, and west parking area.

Staff from the District and the City of Milpitas collaborated and worked diligently to complete the joint use agreement. A great partnership has been established with the City of Milpitas and the District to make this happen, and the Board complimented Wendy Zhang for her work in getting this agreement with the City finalized. This agreement has been reviewed by both the District and the City's legal counsel.

**Motion: Approve the new elementary school
Joint Use Agreement with the City of Milpitas**

M/S Nuñez/Bobay Vote: 5-0

G. RESOLUTION EXCUSING BOARD MEMBER CHRIS NORWOOD'S ABSENCE FROM A BOARD MEETING

Board member Chris Norwood was absent from the Special Board meeting of May 7, 2016 due a personal hardship deemed acceptable by the Board. He is, therefore, to be compensated for this absence.

**Motion: Adopt Resolution 2016.36 excusing this
absence.**

**M/S Bobay/Nuñez Vote: 4-0-1
(Mr. Norwood abstained)**

8. CONSENT ITEMS

Motion: **Adopt the entire Consent Calendar, except 7.15 (Job Description) and 7.17 Single SPSAs) thereby approving the following items:**

M/S **Nuñez/Bobay** **Vote: 5-0**

1. Approve the Personnel Report of June 14, 2016
2. Approve the District's Purchase Order Report of June 14, 2016
3. Approve the grant agreement with Silicon Schools Fund to benefit Russell Middle School in the 2016-17 School Year
4. Approve the Memorandum of Understanding between Milpitas Adult Education Program and NOVA Workforce Development
5. Student Agreement between the University of San Francisco and the Milpitas Unified School District
6. Adopt Resolution 2016.37 approving Child Development Contract CSPP-6542 and Resolution 2016.38 approving Child Development Contract CCTR-6274 with the State Department of Education for the 2016/2017 School Year
7. Authorize staff to enter into the agreement with Burke, Williams & Sorensen, LLP Agreement for Professional Services in 2016-17
8. Approve the Memorandum of Understanding (MOU) with Advent Group Ministries, Inc. for the "Too Good for Drugs" Program
9. Accept the \$1,000 cash donation from SanDisk Corporation for Zanker Elementary School
10. Approve the Science Camp Agreement between Exploring New Horizons and Curtner Elementary School
11. Designate Milpitas High School Principal Philip Morales and Athletic Director Jeff Lamb as the District's 2016-17 league representatives in the California Interscholastic Federation
12. Approve the Career Technical Education (CTE) Course Articulation Agreement with Mission College
13. Authorize staff to enter into the agreement with Dannis Woliver Kelley for

professional legal services in 2016-17

14. Revision to Behavior Intervention Technician II, Position

15. Approve the revisions to the Dispatcher/Bus Driver position's job description **(ITEM PULLED FOR CORRECTION, SEE ITEM 9 IN THIS MINUTES)**

16. Approve the Fiscal Budget and Management Information Services Agreement with School Services of California for the 2016-17 fiscal year

17. Approve the Single Plans for Student Achievement (SPSAs) 2016-2017 for all MUSD school sites **(ITEM PULLED FOR DISCUSSION/COMMENT – SEE ITEM 10 IN THIS MINUTES)**

18. Approve Administrative Regulation 6146.11 - Concurrent Enrollment in College Classes

19. Approve Course Proposals for Rancho Milpitas Middle School: Psychology –Year Long 8th Grade Elective and The History of Our World –Year Long 7th Grade Elective

20. Approve Artik's proposal for the design of the girls' athletics team room and storage facilities at Milpitas High School

21. Approve offering MUSD parents the option of purchasing student accident insurance from Pacific Educators Insurance Services for the 2016-17 school year

22. Declare as obsolete certain school furniture and purchase new classroom furniture for school sites district-wide

23. Approve the agreement with Riso for 2016-2021

9. REVISIONS TO THE DISPATCHER/BUS DRIVER'S JOB DESCRIPTION

Cheryl Jordan asked for this item to be pulled to make a minor correction. Under Work Year, it should read 12 months instead of 11 months.

Motion: Approve the revisions to the Dispatcher/Bus Driver's job description

M/S

Nuñez/Bobay

Vote: 5-0

10. SINGLE PLANS FOR STUDENT ACHIEVEMENT (SPSAs) 2016-17 FOR ALL MUSD SCHOOLS

Community member Robert Jung asked that if the Board and the District really believe in parent engagement, why is it a stated goal in any of the SPSA? Cheryl Jordan replied that even if it is not stated in the school SPSAs, it does not mean that it does not hold a great importance at each of the school site. She noted that in the LCAP one of the priorities is student engagement and another one is family involvement

Community member Allysson McDonald followed up on Mr. Jung's comments. She reminded Board members that when parents get together and talk about parent engagement, while they are proud to support the schools with their donations and time, they talk about a two way street and ask schools to address parent needs and improve communications. Schools need support and guidance on how to make that happen.

Motion: Approve the 2016-17 SPSA's for all MUSD school sites
M/S Nuñez/Bobay Vote: 5-0

11. DATES OF FUTURE BOARD MEETINGS

After reading the dates of future meetings, Mr. Alisantosa adjourned the public meeting at 10:15 p.m. in order to meet in closed session to discuss personnel matters.

12. REPORT OF ACTION TAKEN IN CLOSED SESSION

The Board reconvered in open session after meeting in closed session and reported on actions taken.

By a vote of 5-0, the Board took the following actions:

- Accepted the resignation of Superintendent Cary Matsuoka effective June 30, 2016**
- Appointed Cheryl Jordan as Interim Superinetndent effective immediately for for a period of up to 6 months. She will work with the Board President and Vice President and will bring back at the next regular Board meeting her recommendation for her executive cabinet.**
- The district will host a "farewell" event for Superintendent Matsuoka and Asst. Supt. Matt Duffy at a time to be determined.**

13. ADJOURNMENT

The meeting adjourned at 10:45 p.m.

Respectfully submitted,

Attested:

Cheryl Jordan
Interim Superintendent and
Board Secretary

Daniel Bobay, Clerk of the Board

Minutes prepared by Charito Cabantac
