



**Minutes of Regular Meeting of the Board of Education  
March 14, 2017  
(UNADOPTED)**

**Attendance Taken at 6:04 PM:**

Present:

Dan Bobay  
Robert Jung  
Hon Lien  
Chris Norwood

Absent:

Danny Lau

**1. CALL MEETING TO ORDER**

Minutes:

Dan Bobay called the meeting to order at 6:04 p.m.

**2. ROLL CALL**

**3. REVIEW AND APPROVE THE CLOSED SESSION AGENDA**

**Motion Passed:** Review and approve the Closed Session agenda Passed with a motion by Robert Jung and a second by Hon Lien.

Yes Dan Bobay  
Yes Robert Jung  
Absent Danny Lau  
Yes Hon Lien  
Yes Chris Norwood

**4. COMMENTS FROM THE PUBLIC**

Minutes:

There were no comments from the public.

**5. CLOSED SESSION**

Minutes:

The Board adjourned to closed session at 6:05 p.m.

**6. RECONVENE IN OPEN SESSION**

Minutes:

The board reconvened in open session at 7:05 p.m.

**7. CLOSED SESSION ANNOUNCEMENT**

Minutes:

In Closed Session, the Board took no action.

## **8. REVIEW AND APPROVE THE OPEN SESSION AGENDA**

**Motion Passed:** Review and approve the Open Session agenda Passed with a motion by Robert Jung and a second by Chris Norwood.

Yes Dan Bobay  
Yes Robert Jung  
Absent Danny Lau  
Yes Hon Lien  
Yes Chris Norwood

## **9. FLAG SALUTE**

Minutes:  
Mr. Bobay led the flag salute.

## **10. COMMENTS FROM THE PUBLIC**

## **11. BOARD GROUP AGREEMENTS**

Minutes:  
The agreements are on file in the agenda for ready reference.

## **12. SUPERINTENDENT'S REPORT**

Minutes:  
The Board recognized Milpitas High School junior Jennifer Smith. She was crowned Miss Santa Clara's Outstanding Teen 2017 at the annual pageant held at the Mission City Center for Performing Arts on January 8. She will go on this summer to participate in the California Outstanding Teen competition. At the Santa Clara event, Jennifer was selected out of a field of 10 pageant contestants to be named Miss Santa Clara's Outstanding Teen. She also won the competition's interview portion and the Miss Congeniality award. The contest consisted of a private interview with judges, physical fitness, talent, evening wear and on-stage question segments. The title of Miss Santa Clara goes to girls older than age 17, and Miss Santa Clara's Outstanding Teen is for girls younger than 17.

Jennifer shared her thanks for being honored, and gave information about her personal platform during the pageant: blankets for the brave. "I make double layer hand tied blankets for those of all ages currently suffering with cancer, and I make them completely free of cost," she said. "So I am definitely planning on continuing to promote what I do with this title."

The Board recognized Bob and Linda Gray, a "dynamic duo" of volunteers at Joseph Weller Elementary School, who will receive a Crystal Bowl Award during the Junior League of San Jose's 48th annual volunteer recognition luncheon on April 28 in Santa Clara. They will be honored as one of 10 volunteers at the luncheon, for their service at Weller in addition to in the community at St. Elizabeth Catholic Church in Milpitas and the library. Kindergarten teacher Susan Von Tersch nominated Bob and Linda. Susan alongside kindergarten teacher Kristi Hirano shared why the Grays have been wonderful volunteers since Linda began volunteering eight years ago.

"I think one of the most remarkable things about both of them is they are willing to dedicate so much time and energy to the children and the school where they don't have any children attending, so I think that says a lot about them individually," Kristi said.

### **13. SUPERINTENDENT'S EXECUTIVE CABINET REPORTS**

Minutes:

Norma Rodriguez, Assistant Superintendent of Learning and Development, shared her excitement in reminding Board Members about the districtwide music festival on Thursday, saying it was one of the many events where we highlight the talent in Milpitas. She also shared having a productive meeting with principals about the California Dashboard, which will be released, and CIPSA template, which will be brought to the Board of Education for adoption in May.

Wendy Zhang, Assistant Superintendent of Business Services, said the Student Nutrition Services Director Victor Frausta has been working hard with Ed Services and the family engagement manager and the city to offer a summer seamless lunch program at Rose and Randall school sites. Under the program, anyone who is 18 or under, if they show up in the Milpitas area in this community, they are welcome to visit either of the sites for a free lunch. It doesn't necessarily have to be a student from the district. More detailed information about the program will emerge soon.

Superintendent Jordan said a member from Human Relations will give a report later in the meeting.

### **14. REPORTS**

#### **A. Review of the Employee "Wellness Everyday Program" by the Santa Clara County Schools' Insurance Group (Assistant Superintendent, Business Services)**

Minutes:

Corinne Kelsch, Executive Director of the Santa Clara County Schools' Insurance Group (SCCSIG), reviewed the overall performance of the SCCSIG's "Wellness Everyday Program," which has resulted in a reduction in premium rates for both the Anthem Blue Cross and Kaiser HMO plans.

Last year, a Milpitas team won the top prize in addition to having individual employees who have won bikes, fitbits, and other incentives. She said the district is into its third year with the program, and participation has grown. She shared the activities that Milpitas participated in, including Healthy Trails and good participation in biometrics screenings.

Hypertension, glucose, diabetes, cholestorol, BMI are the top targets that have been noted as areas of concern; she shared the difference she has seen in Milpitas compared to the national average. She also thanked the wellness coordinators in Milpitas who have been instrumental in getting out the information, including Ria Feldman, Naomi Agraz and Joyce Pahimulin.

She also highlighted the participation of the Milpitas staff that contributed to the rate reductions.

#### **B. Recruiting plan for certificated staffing for the 2017-18 School Year (Superintendent/Human Relations)**

Minutes:

Tabitha Kappeler-Hurley, Director of Human Relations, presented a comprehensive outline of teacher recruitment activities in preparation for the upcoming 2017-18 school year.

"Thank you everyone for letting me come and share what is probably one of my favorite parts of this position for me, being able to go out and talk about Milpitas," Tabitha said. "Yes, this is only my second year but I have come to enjoy the District. So I can sincerely talk with folks one on one, in small groups, in big groups and share with them what a great place this is. That's really what recruitment is about. Finding the right fit for the position that we have."

Data about the California teacher shortage coupled with the overall historical hiring data in Milpitas Unified School District illustrate the rationale and impetus for an earlier start on teacher recruitment in the District. This outline included internal and external activities including timelines, recruitment fairs, and new approaches being used to hire the best teachers for the District.

In closing the presentation, a video titled "Why I Teach in MUSD" was shared with the Board. This video along with "New Teacher Support" were created by the Milpitas High School video production students last year.

## 15. ACTION/DISCUSSION ITEMS

### **A. Adopt the Second Interim Report and submit a positive financial certification to the Santa Clara County Office of Education (Assistant Superintendent, Business Services)**

**Motion Passed:** Adopt the 2016-17 Second Interim Report and submit a positive financial certification to the Santa Clara County Office of Education. Passed with a motion by Chris Norwood and a second by Hon Lien.

Yes Dan Bobay  
Yes Robert Jung  
Absent Danny Lau  
Yes Hon Lien  
Yes Chris Norwood

#### Minutes:

The Board adopted the 2016-17 Second Interim Report in order to submit a positive financial certification to the Santa Clara County Office of Education. Wendy Zhang, Assistant Superintendent of Business Services, presented the report to advise Administrators, the Board, the public, and other interested agencies of the District's current General Fund financial status. The District is required to notify the County Office of Education and the State Department of Education whether or not it will be able to meet its financial obligations. The Second Interim Report also provides a comparison of the latest anticipated revenues and expenditures to the Board approved operating budget.

Wendy shared this is the second major budget update in the current year, and the actual data is as of January 31. She noted the major expenditure changes, overview of total expenditures, and benefits as outlined in the report. She added accounting has shifted gears to switch on focusing to the 2017-18 school year. She said there is no recession as projected in 2017-18, but the governor has suggested building a rainy day fund because the hit is expected to come in the 2018-19 year and even higher in 2020-21, particularly with the

increased cost of STRS and PERS for District costs. Wendy acknowledged her team, including Linh Le and Duc Vu who were in attendance that evening.

**B. Milpitas Elementary Olympics (Superintendent)**

**Motion Passed:** Revive the Milpitas Elementary Olympics for a tentative date of April 28, 2018 or May 5, 2018 depending on City events. Passed with a motion by Robert Jung and a second by Hon Lien.

Yes Dan Bobay

Yes Robert Jung

Absent Danny Lau

Yes Hon Lien

Yes Chris Norwood

Minutes:

The Board approved Superintendent Cheryl Jordan's request to revive the Milpitas Elementary Olympics (MEO) for a tentative date of April 28, 2018 or May 5, 2018 depending on City events.

Superintendent Jordan shared her enthusiasm to move forward with the City of Milpitas in bringing back this beloved community event, and will seek Board support in soliciting sponsorships for the MEO from community partners and businesses. Costs will be split between the City and District.

Mr. Norwood shared his view and passion about the event, which he recalled fondly from his childhood.

"I'm a longtime Milpitas resident," he said. "During elementary school, I had the opportunity to participate in the Milpitas Elementary Olympics. It was the opportunity where all of our elementary schools came together in the spirit of competition sports and acknowledging the tradition of community and having the chance to get together. I feel as we embrace the Culture of We to bring together community partners and city government, is just the kind of opportunity that I think represents the history of Milpitas as well as the direction that we're going in the future."

Director of Learning and Development Raquel Kusunoki will be the District coordinator for this event in conjunction with City and Parks Director Renee. Lorentzen and any other community partners who join the cause. To defray or eliminate costs, they are also considering sponsorships as well as a modest ticket fee.

**C. Cast votes for the 2017 CSBA Delegate Assembly Election (Superintendent)**

**Motion Passed:** Vote for five representatives to join the 2017 CSBA Delegate Assembly Election for two-year terms beginning April 1, 2017-March 31, 2019. Passed with a motion by Hon Lien and a second by Chris Norwood.

Yes Dan Bobay

Yes Robert Jung

Absent Danny Lau

Yes Hon Lien

Yes Chris Norwood

Minutes:

Superintendent Jordan introduced the item, explaining it is a Board

decision for Board representatives at the state level, and asked Board President Bobay to lead the action item.

He explained that the attachment lists the delegates who are running and their biographies, of which the Board needs to select five for Region 20 (Santa Clara County). The Board selected Danielle M. S. Cohen (Campbell Union School District), Anjali Kausar (Cupertino Union School District), Bonnie Mace (Evergreen Elementary School District), Reid Myers (Sunnyvale School District), and George Sanchez (Franklin-McKinley Elementary School District).

**D. Approve Resolution 2017.27 authorizing district staff to apply for state funding for future modernization and/or new construction (Assistant Superintendent, Business Services)**

**Motion Passed:** Approve Resolution 2017.27 authorizing district staff to apply for state funding for future modernization and/or new construction. Passed with a motion by Chris Norwood and a second by Hon Lien.

Yes Dan Bobay  
Yes Robert Jung  
Absent Danny Lau  
Yes Hon Lien  
Yes Chris Norwood

**Minutes:**

Wendy Zhang, Assistant Superintendent of Business Services, said in the last four years, the District has worked with our consultant Jack Schroeder & Associates Inc. to calculate our eligibility for the new elementary school.

Meaning, every year the calculation is filed to see if any state funds are available, the state can pay up to X million dollar amount. The latest calculation is around \$14 million. So the application was filed with the State Public Construction Office. And now, by adopting the resolution, we're going to apply the money, if there's any funds available in the future at the state level.

This is the first step in allowing staff to work with the consultant and prepare the paperwork. Will allow us to get in line. Prop 51 authorized \$9 billion in state bonds, and there are a lot of schools ahead, but hopefully we are entitled to future monies, Wendy explained. She added this is a good investment because we know the new school and other modernization projects are coming through the pipeline in the future. She also said as long as we follow the process, those projects are eligible for the state funding, and right now all the projects we're doing are following that guidance. Trustee Chris Norwood read the resolution into the record.

**16. CONSENT ITEMS**

**Motion Passed:** Approve all consent items, with the exception of 16C. Passed with a motion by Robert Jung and a second by Hon Lien.

Yes Dan Bobay  
Yes Robert Jung  
Absent Danny Lau  
Yes Hon Lien  
Yes Chris Norwood

**A. Adopt the minutes of the February 14, 2017 and February 28, 2017 Regular Board Meetings (Superintendent's Office)**

**B. Approve the Personnel Report of March 14, 2017 (Superintendent/Human Relations)**

**C. Approve the Purchase Order Report of March 14, 2017 (Assistant Superintendent, Business Services)**

**Motion Passed:** Passed with a motion by Robert Jung and a second by Hon Lien.

Yes Dan Bobay

Yes Robert Jung

Absent Danny Lau

Yes Hon Lien

Yes Chris Norwood

Minutes:

Board Member Jung asked for clarification on six purchase orders, grouping them to expedite the questions. They included the purchase of televisions, in which he wanted to know the quantity. Wendy clarified 20. The next question was within technology from CBW, of which Norma confirmed this is for the internal Technology Service warehouse and the potential needs at the sites and equipment in hand based on forecasting (open PO). The next PO in question was for Fulcrum Management Systems, which Norma explained this was for the ThoughtExchange surveying for LCAP in the community. In addition, he asked about the textbooks, of which Norma mentioned it is for sex education in secondary, in addition to teacher training. Lastly, two POs for Special Ed, which Wendy said this is a contractor we use to recruit for teachers, which was board approved on January 24, and the next was a placement for nonpublic school for a student, also approved January 24.

**D. Approve the 2017-18 Memorandum of Understanding with the Santa Clara Office of Education for annual technical services to MUSD (Assistant Superintendent, Business Services)**

**E. Approve the Memorandum of Understanding between BAPS Charities, Inc. and Milpitas Unified School District for the BAPS Charities Walkathon 2017 in San Jose (Superintendent's Office)**

**F. Approve the following field trip requests**

## **17. BOARD COMMUNICATIONS/REQUESTS**

Minutes:

Student Board Representative Alan Pham asked about the recent legislation about epipen and training requirements. Superintendent Jordan explained we have a board policy administration regulation on it, and that we have adopted the use of epipens along with people at each school site who volunteer to be trained in using the epipen when there is a student on campus who has an allergic reaction, typically to peanuts and tree nuts. In his report, Alan shared Trojan Olympics is on March 31, ASB constitution is reviews and committee is currently being comprised to review the bylaws. One change being discussed is having a cultural show during a double third period rally, which would allow all students to be a part of this. The officers have been announced for next year. There has been a truth or dare campaign hosted by the student recreation campaign,

including quotes of kindness. Lastly, prom is coming up on April 22 at the Tech Museum.

Board Member Jung thanked Cal Hills and Adult Ed for showing him around and helping him understand the community. He mentioned MHS PTSA and LSU for hosting a great Latino Outreach night that he attended with great speakers. As part of his duties, he attended the Chamber of Commerce meeting and their breakfast that morning.

Board Member Lien said she enjoyed reading bedtime stories at Rose, and brought in three Vietnamese books. She enjoyed the fishing event with fourth graders at Rose, attended the Crab Feed for the Chamber of Commerce, STEAM Showcase at MHS, and Parcel Tax Committee in addition to the Rotary Meeting.

Board Clerk Norwood thanked whoever was responsible for getting the grass cut at the community college extension. Wendy said the MOT staff took care of this request. He had a request to evaluate a pole in the Rancho parking lot, which has created several fender benders around that pole. Superintendent Jordan said the pole is there to keep cars from hitting the solar pole that is right behind it, and MOT staff have found a slip cover to make it a little bit taller so people can see it more readily. He had an appointment with the principal of MHS with a student who is very interested in starting a computer science club after school, led by a young lady who spoke about making sure it was diverse and included girls and people of other ethnicities. March 31, he will be a judge for the Trojan Olympics. He will read in Diana Orlando's classroom for a delayed Dr. Seuss day next week. Last week he visited Sandy Wool and Ed Levin Park, and spoke with the ranger up there.

Board President Bobay mentioned attending the Rotary luncheon, reading Dr. Seuss books, visiting schools, and attended other activities. He also reminded Board Members to fill out the Form 700 online, and the Form 470 if there is a standing committee that is still open.

Superintendent Jordan recognized Alan for his work with the Interschool Science Expedition, which she was there for a little bit on Saturday. She mentioned seeing a kindergartener compete in the math competition while another one in 11th or 12th grade was competing in his. She recognized Alan for being a leader in making this event come about. She also recognized Machel Kessinger, because on Saturday there was the fifth CSEA mini symposium and this room was filled with 170 people from MUSD and neighboring districts as far south as Salinas. She thanked Machel for carrying through on a strong vision, recalling the first event that started with 30 attendees.

Board Clerk Norwood piggybacked on recognizing Machel, and her lead in collaboration with HR in getting people to attend the event for classified staff.

Board Member Jung thanked her for inviting him, and allowing him to see classified staff learn and grow themselves.

## **18. DATES OF FUTURE BOARD MEETINGS**

Minutes:

Board Support & Communications Specialist Shannon Carr confirmed that the June 13 Board Meeting will be held in the Milpitas High School theater, and future dates are being eyed for the fall in September and winter in January and for 2018 in April. In addition, Board Meetings are being

planned for Zanker in November and Rose in April.

**19. ANNOUNCEMENTS/REMINDERS**

Minutes:

Board Member Lien said Rotary Club is giving away five scholarships to Milpitas High School and Cal Hills students. She reminded students to contact the principals and get the application submitted for the scholarship.

Board Member Jung said the Milpitas Community Educational Endowment is offering two student scholarships for juniors to prepare for the SAT and ACT, with a deadline of March 24. The application can be downloaded on the MCEE website.

Board President Bobay mentioned adding the Board Scholarship that they did last year to the next Board Meeting agenda.

**20. ADJOURNMENT**

Minutes:

Board President Bobay adjourned the meeting at 9:22 p.m.

Respectfully submitted,

Attested:

\_\_\_\_\_  
Cheryl Jordan  
Superintendent

\_\_\_\_\_  
Chris Norwood, Clerk of the Board

*Minutes prepared by Shannon Carr*