



**Minutes of Regular Meeting of the Board of Education  
April 18, 2017  
(UNADOPTED)**

**Attendance Taken at 5:09 PM:**

Present:

Dan Bobay  
Amin Fazal  
Robert Jung  
Hon Lien  
Chris Norwood

**1. CALL MEETING TO ORDER**

Minutes:

Mr. Bobay called the meeting to order at 5:09 p.m.

**2. ROLL CALL**

Minutes:

All Board Members were present, with the exception of Student Board Representative Alan Pham.

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

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

Yes Dan Bobay  
Yes Amin Fazal  
Yes Robert Jung  
Yes Hon Lien  
Yes Chris Norwood

**4. FLAG SALUTE**

Minutes:

Mr. Bobay led the flag salute.

**5. OATH OF OFFICE**

Minutes:

Superintendent Jordan administered the Oath of Office to Amin Fazal.

**6. COMMENTS FROM THE PUBLIC REGARDING THE STUDY SESSION**

Minutes:

There were no comments from the public regarding the Study Session.

**7. STUDY SESSION: LOCAL CONTROL AND ACCOUNTABILITY DRAFT PLAN (Assistant Superintendent, Learning & Development)**

Minutes:

Norma Rodriguez, Assistant Superintendent of Learning & Development, shared her pleasure with the Board that the LCAP is near completion. She acknowledged the District LCAP Committee, of which some members were present, for the "true collaborative effort." Norma explained the Study Session is being held to receive input from the Board as she went over the process and explained how the working draft was created. Among the many steps, she said the goals will be aligned to the eight state priorities (including yearly measurable outcomes, which will keep the district accountable), the data, and the analysis. A theme that emerged is the need for increased emphasis in math and science. She then went over the 2016-17 summary, and highlighted each goal, which has aligned actions and next steps.

Another emerging theme is to reevaluate how disciplinary practices like suspensions and expulsions take place in the District, as it seems oftentimes the consequences create very little change. Board Members Chris Norwood and Robert Jung agreed, saying it needs to turn into a learning experience. Trustee Jung mentioned the idea of a student accountability system, which Superintendent Cheryl Jordan said would allow students to take ownership of their own community and bring service back to the school.

Norma invited Trustees to shadow a student when they have the opportunity, to help create candid conversations focused on rigor and relevance for students moving forward.

Norma said that while the plan has been drafted, the actions haven't been budgeted yet. She plans to meet with Wendy Zhang, Assistant Superintendent of Business Services, to go over programming costs that would take place as part of the LCAP. Following that next step, the public hearing and adoption will be held at upcoming Board Meetings.

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

**Motion Passed:** Passed with a motion by Robert Jung and a second by Chris Norwood.

Yes Dan Bobay  
Yes Amin Fazal  
Yes Robert Jung  
Yes Hon Lien  
Yes Chris Norwood

#### **9. COMMENTS FROM THE PUBLIC REGARDING THE CLOSED SESSION AGENDA**

Minutes:  
There were no comments from the public.

#### **10. CLOSED SESSION**

Minutes:  
The Board adjourned to Closed Session at 6:29 p.m.

#### **11. RECONVENE IN OPEN SESSION**

Minutes:  
The Board reconvened in Open Session at 7:09 p.m.

#### **12. CLOSED SESSION ANNOUNCEMENT**

Minutes:

There were no Closed Session announcements.

### **13. COMMENTS FROM THE PUBLIC REGARDING THE OPEN SESSION AGENDA**

Minutes:

There were no comments from the public.

### **14. BOARD GROUP AGREEMENTS**

Minutes:

Board Group Agreements are available for Board Member's ready reference.

### **15. SUPERINTENDENT'S REPORT**

Minutes:

Superintendent Jordan said the recognitions are one of her favorite parts of the Board Meeting, and acknowledged all the honorees sitting in the audience. First, she recognized two teachers from Randall Elementary School who were selected as nominees for the "Adult Role Model" Award as part of the 2017 Asset Champions Awards through the YMCA's Project Cornerstone. She explained an Asset Champion is one who works to try and build students up. There are 41 different developmental assets Project Cornerstone has listed that students need to be resilient and to thrive in life. Randall Principal Carlos Salcido shared a few words about his teachers, who he was able to get to nominate one another. Elizabeth Pitts has 17 years of experience and last year, her students had the highest gains on the Smarter Balanced Assessment Consortium (SBAC). Krista Davis is a science specialist and is greatly admired and leaned on by fellow teachers.

For the second recognition, Superintendent Jordan explained that MUSD's school volunteers are an integral part of the community because each one represents not just the work they do in the classrooms, schools, or for their families, but they represent the greater community being a part of what is happening in the schools. Each volunteer of the year was invited up to the podium along with the respective school principal, who shared a few words about their volunteer, before receiving a certificate and taking a picture with the Board, Superintendent, and Cabinet members.

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

Minutes:

There were no Executive Cabinet reports.

### **17. REPORTS**

#### **A. Project Cornerstone Developmental Assets Survey Results 2016-17 (Superintendent)**

Minutes:

Superintendent Jordan introduced Ziem Neubert, Director of Project Cornerstone, who gave a presentation about survey results MUSD students took last fall, comparing them to what the students did in 2013, in order to look at which development asset areas we need to focus on for the next five years.

Ziem shared a printout of countywide data, which she didn't go over,

but wanted to Trustees to have for reference as she went through the presentation. The summary, also available on the website, gives background about Project Cornerstone and the survey along with comparing growth from 1999 (the first time the survey was administered) and the years moving forward, along with increases and decreases for elementary, middle, and high school. She pointed out "sad" data regarding the transgender student community, which is able to now identify themselves on the survey for the first year.

She emphasized the survey is the kids voice, and it is just one tool or lens that Project Cornerstone uses. This is the first year the survey was taken online about the 40 assets, which fell into eight different categories (including external and internal). The aim is for 21 assets to be adequate. She highlighted three years of data, and the growth that has occurred throughout those years. The most significant increase in percent was in youth and adult relationships. Another positive asset in middle and high school was the achievement motivation is up, although students are not engaged.

Using this information, she shared her hopes in District staff working with schools and the community to move toward action by having this data, and potentially engaging in further conversation about strengthening the community.

#### **B. Report on CASSY Counseling Services (Assistant Superintendent, Learning & Development)**

Minutes:

Norma Rodriguez, Assistant Superintendent of Learning & Development, introduced Carla Crenshaw, Director of Student Services, who has taken the lead on CASSY services, which provides social and emotional support and mental health services to MUSD students. She was charged with looking at the scope of services MUSD is providing and the impact so that we can determine if it is addressing the need.

Carla presented her findings, which she said conveys the student needs they have discovered, takes a look at the scope of services such as at what grade level are they serving the most students, what do the services look like, and, most importantly, what the impact of the interventions that there have been on the students, along with next steps.

She said her team has looked at service delivery models, connected with other school districts to analyze what others are doing, and forged a strong relationship with CASSY by meeting on a bi-weekly basis. Of the highlights, she said there is significant anxiety on the poise of transition for students (such as eighth and 12th grade). While much data has been collected, she added it has only led to more questions which has caused the need to sit down and talk about student groups with the different sites.

Carla also added they plan to open the request for proposals (RFP) to look at enhancing CASSY services or going with another vendor, moving forward.

Superintendent Jordan thanked Carla and her team for their hard work, to ensure CASSY continues to be accountable for the work they are doing.

### **C. CSEA Para Educator Conference 2017 (Superintendent/Human Relations)**

#### **Minutes:**

Report C was moved above the other reports, as there were a number of paraeducators who contributed to the presentation. Superintendent Jordan explained the presenters went down to San Diego for the paraprofessional conference, since there was money aside in the LCAP for professional development.

Machelle Kessinger, CSEA Chapter President of Milpitas 281, opened, sharing her pride in the paraprofessionals who attended the conference in March, their first time participating outside of San Jose. She shared her gratitude that the District saw the value in sending the paraprofessionals. She introduced presenters, who shared what they learned and how they plan to pass the information along to their colleagues.

Among the highlights were classes including "Discovering Everyday Sensory Tools," which shared tools that can help students who are prone to fidgeting and the knowledge, which has enabled them to develop deeper connections with their students, many of whom they have worked with for years.

### **D. Peer Assistance and Review (PAR) Panel's Annual Report (Superintendent/Human Relations)**

#### **Minutes:**

Superintendent Jordan introduced Tabitha Kappeler-Hurley, Director of Human Relations, who introduced Stephanie Woodhams, PAR Chairperson, who she has worked with this year.

Stephanie explained the Peer Assistance and Review Panel is required by education code to annually review the impact of the PAR program and give recommendations. She said this year's goals were to improve teaching and learning, and provide support and assistance to teachers. This was the 17th year of operation, so the outcome included the following: meeting monthly (with the exception of one month) to seek appropriate guidance and training to two self-referred and two consulting teachers this year. These needs focused on technology in the classroom, blended learning, and classroom management. They were encouraged to visit various school sites throughout the District, and were provided paid release time. They also offered to pay for workshops that could help their goals, and one is attending a workshop this weekend.

She said the recommendation for 2017-18 school year is that the panel members continue to recommend that first priority be to support veteran teachers who are in need of assistance.

### **E. Quarterly Report - Williams Settlement Compliance (Superintendent)**

#### **Minutes:**

Superintendent Jordan said every quarter complaints must be brought to the Board's attention regarding the Williams Settlement. She shared the history behind the compliance, about having a clean classroom and books and materials for every student. She said the District had no complaints for the last quarter.

## 18. ACTION ITEMS

### A. Milpitas Advisory Committee Naming Facilities (Superintendent)

#### Minutes:

Superintendent Jordan introduced three of 11 members of the Milpitas Advisory Committee. While five are parents, four of the six staff members are also community members: Elizabeth Correa, Maria Vasquez, Lisa Ciardella, Pearl Bray Chavez, Mauricio Gavidia, Silvia Dias, MaryJane Gertz, Patti Belanger, Michelle Eacret, Deana Harn, and Reena Choudrey. In addition to the committee, staff consulted with Milpitas librarian Steve Fitzgerald, who suggested names, as well as Renee Lorentzen, the Milpitas City Parks and Recreation Director.

She explained the committee had the task of taking the board's policy for naming three facilities: the new elementary school at McCandless, the land on which the Milpitas Community College Extension, and the Family Resource Center at Randall Elementary School.

The team broke themselves up into three groups and each one had to research historical figures in Milpitas who made an impact on the community culture, living his or her life here. They each came up with two names per site, then went out to their communities including their neighborhoods, PTAs, classrooms, friends, family, etc. and presented the different names for input. They came back in March, talked amongst themselves, and agreed they would take the two names again out to their constituents.

Reena, Patti, and Silvia shared their experiences about how it was to go through the process. In addition, Superintendent Jordan said the committee responded to the Milpitas Post's suggestion that Danny Lau's name be considered for one of the sites. She said his death is notable, but still quite fresh and that the process should play out as originally intended.

She said the next step was for the board to discuss the research, ask questions, and set a public hearing for the following meeting (May 9), at which time they will move forward with approval of recommendations.

Board President Bobay requesting collecting the information that was gathered by the committee in order to formalize it into record with the District, and at the respective sites.

### B. Board Organizational Meeting (Board President)

**Motion Passed:** Nominate Chris Norwood as Vice President for the MUSD Board of Education. Passed with a motion by Dan Bobay and a second by Robert Jung.

Yes Dan Bobay  
Yes Amin Fazal  
Yes Robert Jung  
Yes Hon Lien  
Yes Chris Norwood

**Motion Passed:** Nominate Hon Lien as Clerk for the MUSD Board of Education. Passed with a motion by Chris Norwood and a second by Robert Jung.

Yes Dan Bobay

Yes Amin Fazal  
Yes Robert Jung  
Yes Hon Lien  
Yes Chris Norwood

**Motion Passed:** Change Board appointments to two-year positions, rather than one year. Passed with a motion by Robert Jung and a second by Amin Fazal.

Yes Dan Bobay  
Yes Amin Fazal  
Yes Robert Jung  
Yes Hon Lien  
Yes Chris Norwood

**Minutes:**

Board President Bobay opened by nominating Chris Norwood for Vice President. This was seconded by Robert Jung. Chris Norwood nominated Hon Lien for clerk, which Robert Jung also seconded.

Board President Bobay suggested the appointments be for two years, and asked what Trustees thought of that. Coming in new, Amin Fazal said he was happy for the appointment change, along with Robert Jung. Chris Norwood said it makes sense because of what happens at the dais and in terms of board responsibility. He said "there is something exciting about the one-year term though", but he is OK either way. Hon Lien said she is also OK with that.

**C. Appoint school board members' school site assignments and assignments on internal and external committees (Board President)**

**Motion Passed:** Appoint school board members' school site assignments and assignments on internal and external committees for the remainder of the 2016-17 school year, in addition to the 2017-18 school year. Passed with a motion by Hon Lien and a second by Chris Norwood.

Yes Dan Bobay  
Yes Amin Fazal  
Yes Robert Jung  
Yes Hon Lien  
Yes Chris Norwood

**Minutes:**

Board President Bobay referenced the school sites attachment, which identifies the open school assignments due to Danny Lau's vacancy. Amin Fazal will inherit those schools, as detailed, and everyone else will keep their current assignments.

For committees, Robert Jung requested to become the alternate for CBAC. Amin volunteered to take his place as representative. Robert Jung gave up CBAC in order to become the rep for Chamber of Commerce, which Amin volunteered as alternate. Chris Norwood volunteered to be the representative for the Milpitas Sister Cities Commission, left vacant by Danny. Robert volunteered to be the alternate for the City/MUSD Communication meetings. Lastly, Amin volunteered to be an alternate for the County Committee on School District Re-organization.

**19. CONSENT ITEMS**

**Motion Passed:** Approve all Consent Items, with the exception of 19C.  
Passed with a motion by Hon Lien and a second by Robert Jung.

Yes Dan Bobay  
Yes Amin Fazal  
Yes Robert Jung  
Yes Hon Lien  
Yes Chris Norwood

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

**B. Approve the Personnel Report of April 18, 2017 (Superintendent/Human Relations)**

**C. Approve the Purchase Order Report of April 18, 2017 (Assistant Superintendent, Business Services)**

**Motion Passed:** Approve the Purchase Order Report of April 18, 2017.  
Passed with a motion by Robert Jung and a second by Amin Fazal.

Yes Dan Bobay  
Yes Amin Fazal  
Yes Robert Jung  
Yes Hon Lien  
Yes Chris Norwood

Minutes:

Board Member Jung asked about the computers and printers' cost, specifically wanting to know the average cost of the computers and printers. Superintendent Jordan said the computer item is a Chromebook and it's \$195 whereas the printers are \$375.

**D. Approve the agreement between Axiom Advisors and Consultants, Inc. and the District for services relating to mandate reimbursement outside the mandated block grant (Assistant Superintendent, Business Services)**

**E. Approve Wenger Corporation's quote for the purchase, delivery, and installation of Milpitas High School girls' team lockers (Assistant Superintendent, Business Services)**

**F. Approve the Articulation Agreement between the Silicon Valley Career Technical Education Center and Calaveras Hills High School (Assistant Superintendent, Learning & Development)**

**G. Approve the Student Teaching Experience Agreement between California State University, East Bay and Milpitas Unified School District (Superintendent/Human Relations)**

**H. Classify the list of items as obsolete (Assistant Superintendent, Business Services)**

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

## **20. BOARD COMMUNICATIONS/REQUESTS**

Minutes:

Trustee Norwood said he has had a relatively quiet couple of weeks, but that he did receive three letters from students at Rancho Milpitas Middle School. He would like to have these students present their cases from Rancho, one who talked about the food at the school, another who spoke



about school uniforms, and another who is asking about the ability to have phones on campus. He also wished to enter those letters into the record. Superintendent Jordan suggested Rancho students who have sent letters to come forward at a future meeting.

Trustee Lien said she attended the ceremony to celebrate the new Cesar Chavez plaza in Milpitas, visited Elmwood for Adult Education Week with Norma, Robert, and Greg, and received a letter from an Adult Ed student (which she passed on to enter into record).

Trustee Jung completed visits to all of the school sites, which he noted as very diverse and working hard to make progress in different ways. He also attended the Sinnott barn raising, Promise Project celebration, Adult Ed week, and completed the first teen to teen roundtable. He invited the Board to join him at Comcast Cares on April 22 at Milpitas High School as well as the first but hopefully annually High School Job Fair on May 5. He also requested to propose a future agenda item about the Milpitas High School hiring and transition plan for the principal.

Trustee Fazal encouraged Trustees to join him in Comcast Cares Day at the high school on April 22.

Board President Bobay noted the Sinnott tree planting happening the same day, along with other events during Earth Day. He also requested an update on the new elementary school, likely in June, since the District still needs to go out to bid.

From the podium, Board President Bobay acknowledged the Board and the path they are on. Rather than reporting on the last couple weeks, he instead looked to the future. Part of what he wanted to acknowledge is Danny Lau, for the last time, and "he would not want us to mourn any longer than we already have." "This is our last salute to him as we have filled his seat from the list of candidates that he participated in," Bobay said. He acknowledges being a senior Board Member, with three new Board Members, a new Superintendent, and a renewed commitment for Assistant Superintendents, and shared his thanks. He acknowledged everyone having a lot to learn and to do by challenging each other to do the right things along with committing themselves to each other as they have committed to serve the community which benefits everyone into the 22nd century. He congratulated on everyone as they embark on the new adventure, which starts today.

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

## **22. ANNOUNCEMENTS/REMINDERS**

Minutes:

Superintendent Jordan reminded Board Members about the Randall Family Resource Center event on May 24 and SCCOE NABE Showcase April 27 while Trustee Jung reminded the Board about the upcoming jazz concert on April 27 and Trustee Lien let people know about the Rotary fundraising event May 13.

## **23. ADJOURNMENT**

Minutes:

The meeting adjourned at 10:56 p.m.

Respectfully submitted,

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Cheryl Jordan  
Superintendent

*Minutes prepared by Shannon Carr*

Attested:

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Hon Lien, Clerk of the Board