



Campbell Union School District

TK- 8th Grade Program Implementation Plan

June 22, 2017

Table of Contents

Executive Summary3

Campbell Union School District Value Statements4

Three Year Goals 2015 - 2018*5

Action Plan: Summary8

Action Plan: Superintendent9

Action Plan: Instructional Services 10

Action Plan: Human Resources 11

Action Plan: Business Services..... 12

Action Plan: Marketing And Communications 14

Action Plan: Special Education 16

Action Plan: Additional Considerations 17

Action Plan: Specific To MMS and RHMS 18

Appendices 20

Executive Summary

In March, 2016 the Campbell Union School District directed the superintendent to address the following strategic goal: Ensure that every Campbell Union School District school is a place where students, parents and staff thrive. The district office leadership team determined transforming the current Campbell Middle School (CMS) campus to a TK-8th grade program was the best option for meeting this goal. Working with Partners In School Innovation (PSI), the district leadership team developed a comprehensive, inclusive process to ensure stakeholders were active participants in the development of the TK-8th grade program implementation plan.

A Transformation Team comprised of community members, parents, teachers, classified employees, and administrators, working with PSI staff, held over 60 hours of meetings, site visits and studies to determine the elements of the TK-8th grade site plan. The group crafted Guiding Principles, developed a Successful Student Profile, and presented several opportunities for input to the stakeholder community at the site and district levels.

The Transformation Team collected community input by convening facilitated community meetings, school staff meeting discussions, site PTA/Home School Club visits, developing a dedicated transformation website portal, and visiting existing K-8 programs in California. These processes provided the content for the recommendations to the Board regarding the new TK-8th Grade program.

The current CMS site will not enroll 5th or 6th grade students for the 2017-18 school year. The students will be relocated to Monroe Middle School (MMS) or Rolling Hills Middle School (RHMS). Students living north of Campbell Ave. will attend Monroe Middle School while students living south of Campbell Ave. will attend Rolling Hills Middle School. Additional resources will be provisioned at MMS and RHMS to accommodate the increased student population.

Our 2017-18 CMS 7th and 8th grade students will have a robust program for the 2017-18 school year, the final year of the current middle school at the CMS site. Electives, sports teams, and music will be offered to our CMS 7th and 8th graders next school year. It is recommended that the new school will open as a TK-4th grade school beginning the fall of 2018.

A comprehensive action plan was developed detailing the specific steps required to successfully implement the transformation of the CMS campus into yet another sought-after educational destination for the students and families of the Campbell Union School District.

The Transformation Team is to be commended for their efforts in developing a process and plan for the implementation of the new TK-8th Grade program. Effective July 1, 2017 a new team, the Implementation Team, will be responsible for completing the design of the new school and executing the elements of the action plan. We are confident that our roadmap will lead to a new educational option and a place where students, parents and staff thrive.

Campbell Union School District Value Statements

MISSION STATEMENT

Campbell Union School District, a provider of education beyond the expected, educates individual students to their highest potential and ensures that they are prepared to succeed.

VISION STATEMENT

Campbell Union School District will be a model for innovative programs and instruction that engages, empowers and inspires all children to thrive.

CORE VALUES: not in priority order

Campbell Union School District values...

Growth mindset (believing that their most basic abilities can be developed through dedication and hard work)

Positive Relationships

Equity

Respect

Kids First

Honesty and Integrity

Collaboration

Three Year Goals 2015 - 2018*

* not in priority order

Address the academic, social and behavioral needs of all students

Improve students' academic performance, engagement and involvement

Ensure that every Campbell Union School District school is a place where students, parents and staff feel safe and thrive

Enhance student, parent, staff, district and community communication, participation and engagement

Attract, develop and retain high-quality staff at all levels

Guiding Principles for Our New School

1. Our New School is a place where students are placed at the center of our work by holding high expectations for all students, celebrating diversity and valuing, listening to, and acting upon student voice. At our New School everyone has a shared responsibility in the care and safety of all students.
2. Messages about the importance of achieving equity are a priority and communicated by all levels of campus leadership.
3. All staff members foster meaningful relationships by building trust with students through keeping their commitments to support students in achieving high standards.
4. With an eye toward rigorous and relevant curriculum, assignments focus on the application of concepts and skills in a real-world context, and teachers support and encourage students to meet high standards set for them.
5. Structures are created to support new types of learning relationships, and teachers work together to execute high quality design and delivery of curriculum that focuses on cross-curricular learning.
6. Our New School values the connection to home and community where parents are more actively involved in learning, understanding its intent and value, the school is more available to the community, and students get out into the community to learn on a regular basis.

Successful Student Profile

Successful Graduates of the New School Are...

1. Kind, respectful, and diverse leaders who perform at or above grade level in all disciplines and are fully prepared to excel in high school.
2. Creative problem solvers who think critically and communicate effectively.
3. Curious and connected learners who persist through adversity and excel in all aspects of their lives.
4. Confident and caring individuals who see themselves and others as positive contributors to the community in which they live and learn.
5. Lifelong lovers of learning who independently pursue their own interests and work hard to develop their talents.
6. Responsible cyber citizens who effectively integrate the use of technology in ways that serve their learning goals.
7. Flexible thinkers, adept collaborators and adaptive problem-solvers, who approach any challenge by thinking critically and creatively.
8. Innovative designers who skillfully apply their learning to challenges in the classroom and out in the real world.
9. Capable of communicating verbally or in writing, with great fluency and pristine clarity.
10. Personally accountable global citizens who own all their actions and are committed to continuous learning and growth.
11. Committed to kindness in all interactions because they are empathetic souls who demonstrate an appreciation for diversity and respect the views of others, even those with whom they disagree.
12. Confident leaders who are comfortable in their own skin, self-aware and able to challenge biases held by others and themselves.
13. Responsible and accountable for their own learning who demonstrate voice over when, where, and how they learn.
14. Diverse in the options they have as graduates because students have personalized their learning in ways that leverage their individual interests and aptitudes to build a broad base of knowledge and skills.
15. Resilient, and courageous learners who are able to demonstrate what they know in a variety of modes, are skilled at applied projects and performance assessments and are eager to present a portfolio of their accomplishments.

Action Plan: Summary

Successful implementation of the new school program design and transition to a TK-8 Grade Program will require timely and strategic action by all district departments. We have begun to identify the detailed activities by department, and those items are including in draft form in the following pages. Intended to be a living document, this plan is meant to guide the efforts of key decision-makers and the Implementation team.

In addition, recognizing the need for the district to implement this large-scale project in ways that attend specifically to the needs of other impacted schools, we collected all the elements in the department tables which focus specifically on actions related to the other two feeder middle schools into an action plan of its own. Those tables in the latter pages of the plan will help the teachers, leaders and school communities at Monroe Middle School (MMS) and Rolling Hills Middle School (RHMS) know the actions being taken and resources provided to accommodate the additional students being enrolled at those schools during the transition period.

Action Plan: Superintendent

| DEPARTMENT: SUPERINTENDENT | By 6/30/17 | 2017-18 | 2018-19 | Considerations |
|---|-----------------------|----------------|----------------|-----------------------|
| Provide overall vision | X | X | X | |
| Submit a comprehensive implementation plan to the board | X | | | |
| Designate adequate quality and quantity of human resources to effectively accomplish the result | X | X | X | |
| Create new boundaries for closing CMS | X | | | |
| Create new boundaries for new TK-8 school | | X | | |
| Work with the Marketing and Communications officer to develop and implement a comprehensive communications plan to improve reputation and promote the successes of the district | X | X | X | |
| Provide oversight and accountability | X | X | X | |
| Communicate effectively with all key stakeholders | X | X | X | |
| Ensure regular and effective communication with and feedback from school site staff | X | X | X | |
| Provide updates to the board during all regular board meetings | X | X | X | |
| Convene special board meetings and board study sessions as needed | X | X | X | |
| Convene stakeholder meetings to inform community of implementation progress | X | X | X | |
| Direct each middle school administrative team to create a site "outreach" team to support current and incoming students, staff, and families. | X | X | X | |

Action Plan: Instructional Services

| DEPARTMENT: INSTRUCTIONAL SERVICES | By 6/30/17 | 2017-18 | 2018-19 | Considerations |
|--|-----------------------|----------------|----------------|-----------------------------|
| Create an Implementation team who will use the feedback from the transformation team to more clearly define the program model and vision (This is the school Design Spec.) | | X | | |
| Plan site visits to other schools with Implementation team members | X | X | | |
| Purchase library books for new school for lower grades | | X | | |
| Purchase supplemental curriculum and any needed adopted curriculum to support the program model | | X | | |
| Work with technology department to ensure new school has appropriate and innovative tech to support the model | | X | | |
| Create a transition team of 7th/8th grade teachers to plan special activities to build climate and plan for the closing of the school | | X | | Will need a budget for this |
| Send Implementation team teachers to trainings to prepare for new model | | X | | |
| Provide training to new staff on program model, building climate | | | X | |

Action Plan: Human Resources

| DEPARTMENT: HUMAN RESOURCES | By 6/30/17 | 2017-18 | 2018-19 | Considerations |
|---|---------------|---------|---------|---|
| Work with displaced 5th & 6th grade permanent CMS teachers to find new placements | X | | | |
| Determine Office staffing needs, ensure placement at MMS & RHMS | X | | | |
| Work with displaced 7th & 8th grade permanent CMS teachers to find new placements | | X | | |
| Determine staffing needs for new TK-8 school | | X | | |
| Additional Counseling support for RHMS | | X | | |
| Additional Dean for administrative support for MMS | | X | | |
| Additional Dean for administrative support for RHMS | | | X | |
| Model of TK - 8 school may involve Memorandum Of Understandings, variation for current Campbell Elementary Teachers Association Collective Bargaining Agreement | | X | | Require negotiations prior to 18-19 implementation |
| Informational meetings to identify potential CUSD Staff interested in TK - 8 school | | X | | |
| Hiring process for staff desiring to teach at TK-8 school | | X | X | Once school model is determined, staff can express interest, hiring process can begin |
| Determine additional hiring needs at RHMS, MMS for Office support, custodial, Yard Duty, PE, Band, Counseling, Marriage Family Therapist intern ... | | X | X | Ensure provision of appropriate supports for increase in enrollment |
| Depending on TK - 8 Model, determine specialty staff needs | | | X | |

Action Plan: Business Services

| DEPARTMENT: BUSINESS SERVICES | By 6/30/17 | 2017-18 | 2018-19 | Considerations |
|---|---------------|---------|---------|--|
| Facility Needs for influx of increased students at remaining Middle Schools | | X | | Additional office space for support staff, locker room needs, classrooms |
| Facility Needs for New School | | X | | Build lower grade rooms and lab, playground equipment, fencing and parking for new students. |
| Adjust custodial time at affected sites | | X | X | |
| Notify neighbors of construction at schools | | X | | |
| Set up temporary classrooms at MMS and RHMS | X | X | | |
| Transfer District non-Charter from CMS to Rosemary | | X | | |
| Order 2 additional buses | | X | | |
| Hire drivers for new bus routes | | | X | |
| Adjust bell schedules around busing for new school. | X | X | | |
| Move technology (chromebooks) as students move to different sites | | X | X | |
| Determine feasibility of additional exit opportunities for TK-8 school | X | X | | Work with City planners to provide additional entrance/exit traffic flow |

Action Plan: Business Services (continued)

| DEPARTMENT: BUSINESS SERVICES | By 6/30/17 | 2017-18 | 2018-19 | Considerations |
|--|---------------|---------|---------|----------------|
| Revise bus routes to provide adequate transportation of former CMS students to RHMS or MMS | X | | | |
| Order furniture for new school | | X | | |
| Review need for additional lockers | | X | | |
| Develop budget for construction | X | | | |
| Start state process to open new school | | X | | |
| Start state process to close CMS | | X | | |
| Close out any CMS funds, allocate proportionally to other sites | | X | | |
| Apply for planning grant for new charter school | | X | | |

Action Plan: Marketing And Communications

| DEPARTMENT: MARKETING & COMMUNICATIONS | By 6/30/17 | 2017-18 | 2018-19 | Considerations |
|---|---------------|---------|---------|---|
| Engage in a process to determine the name of the new school. | | X | | |
| Update Frequently Asked Questions (FAQs) on Transformation website & publish notification via e-news | X | X | X | |
| Send community meeting notice(s) to stakeholders | X | X | X | May 25 |
| Update list of local realtors & inform them of CMS transformation | | X | | Best after Design Spec. |
| Plan & produce news articles and video profiles promoting the new TK-8 school to target audiences | | X | X | Needs budget |
| Communicate transition updates to staff (e.g. monthly blog/notices) that address staff FAQ (e.g. PD, resources, staffing, facilities, schedules, acclimating to new school, other) | X | X | X | Refer to dept action plans & collaborate with those staff members |
| Create/maintain new TK-8 school web site | | X | X | Work with Tech & Site leadership to develop. Train school staff to maintain |
| Communicate transition updates to parents/public (e.g. monthly blog/notices) that address FAQs (e.g. events, resources, schedules, facilities, acclimating to new school, other) | X | X | X | Refer to dept action plans & collaborate with those staff members |
| Develop a multi-media marketing campaign to build interest in/awareness of new school option <ul style="list-style-type: none"> • News media articles • Advertising (social media & other) • Direct mail | X | X | X | |

Action Plan: Marketing And Communications (continued)

| DEPARTMENT: MARKETING & COMMUNICATIONS | By 6/30/17 | 2017-18 | 2018-19 | Considerations |
|---|---------------|---------|---------|---|
| Community Meetings/Presentations <ul style="list-style-type: none"> • Districtwide (led by Supt) • school-based (led by NJR) | X | X | X | Some site meetings have already occurred; others will be scheduled for SY 2017-18 |

Action Plan: Special Education

| DEPARTMENT: SPECIAL EDUCATION | By 6/30/17 | 2017-18 | 2018-19 | Considerations |
|---|-----------------------|----------------|----------------|-----------------------|
| Explore the possibility of hiring an Inclusion Specialist to support our Special Education students. | | X | | |
| Look at the Special Education staffing needs for Instructional Assistants, Speech Language Pathologists and Psychologists | | X | X | |
| Training to support Special Education teachers, Instructional Assistants and General Education teachers | | X | X | |
| Consider office space for Special Education staff | | X | X | |

Action Plan: Additional Considerations

| ADDITIONAL CONSIDERATIONS | By 6/30/17 | 2017-18 | 2018-19 | Considerations |
|---|---------------|---------|---------|---|
| Meet with CMS students to understand their concerns, apprehensions to support transition | X | | | |
| Determine additional staff, procedures to accommodate additional students getting through lunch lines | | X | X | Consider varied lunch release times |
| Impact to Middle Sports Programs as enrollment increases at MMS and RHMS | | X | X | Investigate A, B, & C teams, intramurals to allow more participation |
| Impact to Band program - particularly at MMS, will we need additional space, teacher | | | X | |
| Ensure CMS students transferred to MMS are aware of uniform requirements | X | | | |
| Develop process for expanding CMS programs, such as Mathematics Engineering Science Achievement (MESA) to MMS and RHMS | | X | | Seek ways for former CMS students to continue to participate in MESA |
| Determine afterschool implications for CMS students transferring to MMS or RHMS – After School Education & Safety (ASES) and funded | X | | X | |
| Work with County Behavioral and Mental Health Department to transfer Prevention & Early Intervention and School Linked Services work and grant from CMS to MMS | | X | | |
| Develop assimilation (welcoming) committees at MMS and RHMS to ensure inclusive experience for students and staff transferred from CMS | | X | X | Team should include staff and students with input from CMS students |
| Coordinate with MMS and RHMS parent groups - PTA, School Site Council, boosters to provide opportunities to incoming families from CMS to participate in these committees | | X | | Coordinate with CMS admin to provide names and outreach for involvement in new school |
| Determine boundaries for TK-8 school (elementary & middle) | X | X | | Consider impact of various boundary lines - impact to other schools |

Action Plan: Specific To MMS and RHMS

| ACTIONS SPECIFIC TO MMS AND RHMS | By 6/30/17 | 2017-18 | 2018-19 | Considerations |
|---|---------------|---------|---------|--|
| Purchase additional library books | | X | | |
| Purchase supplemental curriculum and any needed adopted curriculum | | X | | |
| Work with technology department to ensure MMS and RH has appropriate and sufficient tech | | X | | |
| Determine Office staffing needs, ensure placement at MMS & RHMS | X | | | |
| Additional Counseling support for RHMS | | X | | |
| Additional Dean for administrative support for MMS | | X | | |
| Additional Dean for administrative support for RHMS | | | X | |
| Determine additional hiring needs at RHMS, MMS for Office support, custodial, Yard Duty, PE, Band, Counseling, Marriage Family Therapist intern ... | | X | X | Ensure provision of appropriate supports for increase in enrollment |
| Facility Needs for influx of increased students at remaining Middle Schools | | X | | Additional office space for support staff, locker room needs, classrooms |
| Adjust custodial time at affected sites | | X | X | |
| Notify neighbors of construction at schools | | X | | |
| Set up temporary classrooms at MMS and RHMS | X | X | | |
| Transfer District non-Charter from CMS to Rosemary | | X | | |
| Move technology (chromebooks) as students move to different sites | | X | X | |

Action Plan: Specific To MMS and RHMS (continued)

| ACTIONS SPECIFIC TO MMS AND RHMS | By 6/30/17 | 2017-18 | 2018-19 | Considerations |
|---|---------------|---------|---------|---|
| Revise bus routes to provide adequate transportation of former CMS students to RHMS or MMS | X | | | |
| Review need for additional lockers | X | X | | |
| Review need for additional furniture | X | X | | |
| Determine additional staff, procedures to accommodate additional students getting through lunch lines | | X | X | Consider varied lunch release times |
| Impact to Middle Sports Programs as enrollment increases at MMS and RHMS | | X | X | Investigate A, B, & C teams, intramurals to allow more participation |
| Impact to Band program - particularly at MMS, will we need additional space, teacher | | | X | |
| Ensure CMS students transferred to MMS are aware of uniform requirements | X | | | |
| Determine afterschool implications for CMS students transferring to MMS or RHMS – After School Education & Safety and funded | X | | X | |
| Work with County Behavioral and Mental Health Department to transfer Prevention & Early Intervention and School Linked Services work and grant from CMS to MMS | | X | | |
| Develop assimilation (welcoming) committees at MMS and RHMS to ensure inclusive experience for students and staff transferred from CMS | | X | X | Team should include staff and students with input from CMS students |
| Coordinate with MMS and RHMS parent groups - PTA, School Site Council, boosters to provide opportunities to incoming families from CMS to participate in these committees | | X | | Coordinate with CMS admin to provide names and outreach for involvement in new school |
| Direct each middle school administrative team to create a site “outreach” team to support current and incoming students, staff, and families. | X | X | X | |

Appendices

Transformation Team Members

New School Enrollment Chart

Letters To Parents

Frequently Asked Questions

TRANSFORMATION TEAM MEMBERS:

Eric Andrew

Tina Parrott

Portia Blunt

Danielle Patenaude

Lena Bundtzen

Michael Rich

Kimiyo Cordero

Sandy Richards

Jim Crawford

Cam Roberson

Ted Cribari

Maria Ross

Lorinda Gomes

Norma Jeanne Ready

Roberta Hendryx

Marla Sanchez

Whitney Holton

Tovi Scruggs

Terri Hughes

Kami Thordarson

Al Lowder

Michelle Valine

Alex MacIver

Shelly Viramontez

Derek Mitchell

Grade Level Opening and Growth Proposal



| | 2018-2019 | 2019-2020 | 2020-2021 | 2021-2022 |
|--------------|-----------|-----------|------------------------------|-----------|
| Total Grades | TK-4 | TK-5 | TK-7 | TK-8 |
| Added | NA | NA | Add 7th Supp any grade | NA |



Campbell Union School District
155 North Third Street
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T 408-364-4200
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Website:
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Governing Board Members:

Pablo A. Beltran
Danielle M.S. Cohen
Thomas M. Gemetti
Richard H. Nguyen
Michael L. Snyder

Governing Board Phone No:
408-341-7251

Superintendent
Eric Andrew, Ed.D.
408-341-7211

January 11, 2017

Dear Parents,

Campbell Union School District continuously seeks to ensure that every Campbell school is a place where students, parents, and staff thrive. As outlined in our mission and vision statements, we constantly strive to provide programs that will meet and exceed the needs of our students, staff and community.

Providing our students and community with education options and proven, innovative programs is accomplished through the focused efforts of all of our stakeholders. We begin by researching and observing “best practices” in schools, studying current trends in education, and craft programs that enable us to educate our students to their highest potential and ensure that they are prepared to succeed.

My purpose in writing to you today is to share what our next steps will be in meeting the goals outlined above. We have decided to transform Campbell Middle School into a preschool through eighth grade site. We are excited to provide our students, staff, and families with another research-proven model that will enhance the learning opportunities for our students.

We will officially launch the transformation planning process this month. The transformation will have an impact on all sites, although the specific impact will not be known until the plan is fully developed. I will schedule a meeting at all sites in the next few weeks to discuss the process and respond to questions. (Please see below.) Other site and district meetings will be scheduled throughout the year.

The Transformation Team has been selected. This team will develop the implementation plan for the new site. The selected team members represent teachers, administrators, parents, community members, and an education consultant. The Team will submit a comprehensive plan of action to the Board in June 2017.

Our Open Enrollment process will change this year as we prepare for the transformation. **Our current 4th grade students from Capri, Castlemont, Blackford, and Rosemary that generally attend CMS will remain at their elementary school sites next year.*** There may be a lottery for the few middle school slots available at Rolling Hills and Monroe; however that decision has not been decided.

**This sentence revised 1/12/17*

We will provide a mechanism to communicate with district officials throughout the process. There will be an update provided to the Board at each regularly scheduled Board Meeting. We will provide notes on the Board Meeting discussion items shortly after each meeting. I encourage you to follow our progress through the communication channel (website, school site, community and board meetings, surveys, etc.) that best meets the needs of your family.

The transformation planning and implementation process will have anticipated and unanticipated challenges along the way. We will keep you informed of the progress and any changes to the process in a timely manner. Thank you for your patience, understanding, and input as we add another school model for the students and families of the Campbell Union School District.

Together we are making a difference for students, and I personally want to thank all of you who are working so hard to provide an "Education Beyond the Expected" for our children.

Sincerely,

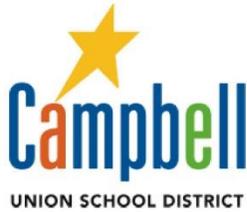


Eric Andrew, Ed.D.
Superintendent

CMS Transformation Update Parent Information Meetings*:

| | | |
|------------|-----------|---|
| January 23 | 8:40 a.m. | Blackford Elementary (translation will be provided) |
| January 23 | 6:15 p.m. | Campbell Middle School (translation will be provided) |
| January 23 | 6:45 p.m. | Castlemont Elementary (translation will be provided) |
| January 24 | 8:10 a.m. | Rosemary Elementary (translation will be provided) |
| January 24 | 5:45 p.m. | Monroe Middle School (translation will be provided) |
| January 25 | 5:30 p.m. | Capri Elementary (translation will be provided) |
| January 25 | 6:00 p.m. | Rolling Hills Middle School |

*Parent Information Meetings for Forest Hill, Lynhaven, Marshall Lane, Sherman Oaks and Village will be scheduled during the February PTA meetings.



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11 de enero de 2017

Estimados Padres,

El Distrito Escolar Unido de Campbell continuamente busca asegurar que cada escuela Campbell es un lugar donde los estudiantes, padres y personal prosperan. Como se describe en nuestras declaraciones de misión y visión, nos esforzamos constantemente por proporcionar programas que satisfagan y excedan las necesidades de nuestros estudiantes, personal y comunidad.

Proporcionar a nuestros estudiantes y la comunidad con opciones de educación y programas probados e innovadores se logra a través de los esfuerzos enfocados de todos nuestros grupos de interés. Comenzamos investigando y observando las "mejores prácticas" en las escuelas, estudiando las tendencias actuales en la educación y elaborando programas que nos permiten educar a nuestros estudiantes a su máximo potencial y asegurar que estén preparados para tener éxito.

Mi propósito al escribirle hoy es compartir cuáles serán nuestros próximos pasos en el cumplimiento de las metas descritas anteriormente. Hemos decidido transformar la escuela Campbell Middle en una escuela preescolar hasta el octavo grado. Nos complace proporcionar a nuestros estudiantes, personal y familias otro modelo probado por la investigación que mejorará las oportunidades de aprendizaje para nuestros estudiantes.

Lanzaremos oficialmente el proceso de planificación de la transformación este mes. La transformación tendrá un impacto en todos los sitios, aunque el impacto específico no se conocerá hasta que el plan esté completamente desarrollado. Voy a programar una reunión en todos los sitios escolares en las próximas semanas para discutir el proceso y responder a las preguntas. (Por favor vea abajo.) Otras reuniones de sitio y del distrito serán programadas durante todo el año.

El Equipo de Transformación ha sido seleccionado. Este equipo desarrollará el plan de implementación para el nuevo sitio. Los miembros del equipo seleccionados representan a los maestros, administradores, padres, miembros de la comunidad y un consultor de educación. El Equipo presentará un plan de acción integral a la Junta en junio de 2017.

Nuestro proceso de Inscripción Abierta cambiará este año mientras nos preparamos para la transformación. **Nuestros estudiantes actuales de 4to grado de Capri, Castlemont, Blackford y Rosemary quienes generalmente asisten a la escuela Campbell Middle permanecerán en sus escuelas primarias el próximo año.*** Puede haber una lotería para los pocos puestos de escuela secundaria disponibles en Rolling Hills y Monroe; Sin embargo, esa decisión no se ha decidido.

*Esta frase se revisó 1/12/17

Proporcionaremos un mecanismo para comunicarnos con los funcionarios del distrito durante todo el proceso. Se proporcionará una actualización a la Junta en cada Reunión de la Junta regularmente programada. Proporcionaremos notas sobre los temas de discusión de la Junta Directiva poco después de cada reunión. Le animo a que siga nuestro progreso a través del canal de comunicación (sitio web, sitio escolar, reuniones de la comunidad y del consejo, encuestas, etc.) que mejor satisfaga las necesidades de su familia.

La planificación de la transformación y el proceso de implementación tendrán desafíos anticipados e imprevistos a lo largo del camino. Le mantendremos informado de los progresos y cambios en el proceso de manera oportuna. Gracias por su paciencia, comprensión y aportación al agregar otro modelo de escuela para los estudiantes y familias del Distrito Escolar Unido de Campbell.

Juntos estamos haciendo una diferencia para los estudiantes, y personalmente quiero agradecer a todos ustedes que están trabajando tan duro para proporcionar una "Educación Más Allá de lo Esperado" para nuestros hijos.

Cordialmente,



Eric Andrew, Ed.D.
Superintendente

Reuniones informáticas para padres sobre la actualización de la transformación de CMS *:

| | | |
|-------------|-----------|---|
| 23 de enero | 8:40 a.m. | Blackford Elementary (Habrà servicio de traducción a español) |
| 23 de enero | 6:15 p.m. | Campbell Middle School (Habrà servicio de traducción a español) |
| 23 de enero | 6:45 p.m. | Castlemont Elementary (Habrà servicio de traducción a español) |
| 24 de enero | 8:10 a.m. | Rosemary Elementary (Habrà servicio de traducción a español) |
| 24 de enero | 5:45 p.m. | Monroe Middle School (Habrà servicio de traducción a español) |
| 25 de enero | 5:30 p.m. | Capri Elementary (Habrà servicio de traducción a español) |
| 25 de enero | 6:00 p.m. | Rolling Hills Middle School |

* Reuniones de Información para Padres de Forest Hill, Lynhaven, Marshall Lane, Sherman Oaks y Village se programarán durante las reuniones de la PTA de febrero.



COMMUNITY INPUT FORUM: TRANSFORMING CAMPBELL MIDDLE SCHOOL TO PREK–8TH GRADE

The Transformation Team is developing a recommendation about transforming Campbell Middle School, and your input and feedback is important.

Please Join Us.

Thursday, March 23, 2017 • 6:00–8:00 p.m.

Campbell Middle School, 295 W. Cherry Lane, Campbell

- Childcare for school-aged children with advance reservation: 408-341-7283
- Spanish interpretation available.



FORO DE LA COMUNIDAD: TRANSFORMANDO LA ESCUELA SECUNDARIA DE CAMPBELL HASTA GRADOS PREK-8^º

Jueves, 23 de marzo 2017 • 6:00 – 8:00 p.m.

Campbell Middle School, 295 W. Cherry Lane, Campbell

- Guardería para niños en edad escolar con reserva anticipada: 408-341-7283
- Habrá interpretación en español disponible.

¿Preguntas? Comuníquese a: ask_us@campbellusd.org / 408-341-7254

Campbell Union School District

155 N. Third Street
Campbell, California 95008
T (408) 341-7211
F (408) 341-7280
www.campbellusd.org

Governing Board Members

Pablo A. Beltran
Danielle M.S. Cohen
Thomas M. Gemetti
Richard H. Nguyen
Michael L. Snyder
(408) 341-7251

Superintendent

Eric Andrew, Ed.D.
(408) 341-7211



April 26, 2017

COPY

Dear Campbell Middle School Families:

As a school community, we are deeply committed to providing your child with the best education possible and providing school options that support students reaching their full potential. You may be aware that our District will be closing Campbell Middle School in order to create a new, preschool-through-eighth-grade school. I am writing to inform you of a recent decision that will affect CMS students for the coming school year.

After much review and deliberation, the District will be making several changes for the 2017-18 school year:

- A. In 2017-18, CMS will operate classes only for 7th and 8th graders.
- B. Incoming 5th and 6th graders will be assigned to either Monroe Middle or Rolling Hills Middle schools, where they will be able to remain through completion of 8th grade. A separate memo about school placement is enclosed with this letter.
- C. Older siblings of incoming CMS 6th graders will be offered the opportunity to transfer to Monroe or Rolling Hills with their younger sibling.
- D. In order to accommodate the additional students at Monroe and Rolling Hills, the District will be making facility improvements to those campuses during the summer of 2017.
- E. 2017-18 will be the last year CMS will operate as a middle school. CMS will close in June 2018.

We will be holding several parent meetings with site-specific details:

- Campbell Middle Families: May 10 at 6:30 p.m.
- Monroe Middle families: May 9 at 6:30 p.m.
- Rolling Hills families: May 8 at 6:30 p.m.

Our Transformation Team, which includes teachers, support staff, parents, neighbors and administrators, has been exploring various issues and options around implementing the transition from the former middle school to the new Prek-8-Grade school.

The Governing Board and I believe this option offers the best chance for a successful transition and creation of a new school option for District families.

If you have questions about these proposed changes, I hope you will attend the informational meeting for your middle school. You also may contact my office with your questions by calling or emailing: 408-341-7260, contact@campbellusd.org.

Sincerely,

Eric Andrew, Ed.D.,
Superintendent

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26 abril 2017

Estimadas Familias de la Escuela Intermedia Campbell:

Como comunidad escolar, estamos profundamente comprometidos a brindarle a su hijo la mejor educación posible y proveer opciones escolares que apoyen a los estudiantes a alcanzar su máximo potencial. Tal vez sepa que nuestro Distrito cerrará la Escuela Campbell Middle para crear una nueva escuela de preescolar hasta octavo grado. Le escribo para informarle de una decisión reciente que afectará a los estudiantes de CMS para el próximo año escolar.

Después de muchas revisiones y deliberaciones, el Distrito hará los cambios siguientes para el año escolar 2017-18:

- A. En 2017-18, la CMS operará sólo con estudiantes de 7° y 8° grado.
- B. Los estudiantes que ingresen al 5° y 6° grado serán asignados ya sea a la escuela Media Monroe o a la escuela Media de Rolling Hills, donde podrán seguir hasta completar el 8° grado.
- C. Se ofrecerá a los hermanos mayores de estudiantes que ingresen al 6° grado de la CMS la oportunidad de transferirse a Monroe o a Rolling Hills con su hermano/a menor.
- D. Con el fin de dar acomodo a los estudiantes adicionales en las escuelas Monroe y Rolling Hills, el Distrito hará mejorías a las instalaciones en esos campus durante el verano de 2017.
- E. 2017-18 será el último año en que la CMS operará como escuela media. CMS cerrará en junio de 2018.

Las reuniones de padres con detalles específicos del sitio están programadas para:

- Familias de la Escuela Media de Campbell: 10 de mayo a las 6:30 p.m.
- Familias de la Escuela Media Monroe: 9 de mayo a las 6:30 p.m.
- Familias de Rolling Hills: 8 de mayo a las 6:30 p.m.

Nuestro Equipo de Transformación, que incluye maestros, personal de apoyo, padres, vecinos y administradores, ha venido explorando diferentes temas y opciones sobre el arranque de la transición de la escuela media anterior a la nueva escuela de Prekínder a 8° Grado.

La Mesa Directiva y yo creemos que esta opción ofrece la mejor oportunidad de tener una transición con éxito y la opción de crear una nueva escuela para las familias del Distrito.

Si tiene preguntas sobre estos cambios propuestos, espero que asistirá a la reunión de información de su escuela media. También puede ponerse en contacto con mi oficina con las preguntas que tenga llamando o enviando un correo electrónico: 408-341-7260, contact@campbellusd.org.

Atentamente,

Eric Andrew, Ed.D.
Superintendente

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April 26, 2017

Dear Monroe Middle School Families:

I am writing to inform you of a recent decision regarding students transferring from Campbell Middle School for the upcoming school year.

You may be aware that Campbell Union School District will be closing Campbell Middle School in order to create a new, preschool-through-eighth-grade school in its place. After much review and deliberation, the District will be making the following changes for the 2017-18 school year:

1. In 2017-18, CMS will operate classes only for 7th and 8th graders.
2. Incoming 5th and 6th graders will be assigned to either Monroe Middle or Rolling Hills Middle schools, where they will be able to remain through completion of 8th grade.
3. Older siblings of incoming CMS 6th graders will be offered the opportunity to transfer to Monroe or Rolling Hills with their younger sibling.
4. In order to accommodate the additional students at Monroe and Rolling Hills, the District will be making facility improvements to those campuses during the summer of 2017.
5. 2017-18 will be the last year CMS will operate as a middle school. CMS will close in June 2018.
6. Parent meetings with site-specific details are scheduled for:
 - Campbell Middle Families: May 10 at 6:30 p.m.
 - Monroe Middle families: May 9 at 6:30 p.m.
 - Rolling Hills families: May 8 at 6:30 p.m.

Our Transformation Team, which includes teachers, support staff, parents, neighbors and administrators, has been exploring various issues and options around implementing the transition from the former middle school to the new Prek-8-Grade school.

The Governing Board and I believe this option offers the best chance for a successful transition and creation of a new school option for District families.

If you have questions about these proposed changes, I hope you will attend the informational meeting for your middle school. You also may contact my office with your questions by calling or emailing: 408-341-7260, contact@campbellusd.org.

Sincerely,

Eric Andrew, Ed.D.
Superintendent

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26 abril 2017

Estimadas Familias de la Escuela Intermedia Monroe:

Les escribo para informarles de una decisión reciente respecto a los estudiantes que se transferirán de la Escuela Media de Campbell para el año escolar próximo.

Pudieran ya saber que el Distrito Escolar Unidos de Campbell va a cerrar la Escuela Media de Campbell con el fin de crear una nueva escuela primaria de preescolar hasta el octavo grado en su lugar. Después de muchas revisiones y deliberaciones, el Distrito hará los cambios siguientes para el año escolar 2017-18:

- 1) En 2017-18, la CMS operará sólo con estudiantes de 7° y 8° grado.
- 2) Los estudiantes que ingresen al 5° y 6° grado serán asignados ya sea a la escuela Media Monroe o a la escuela Media de Rolling Hills, donde podrán seguir hasta completar el 8° grado.
- 3) Se ofrecerá a los hermanos mayores de estudiantes que ingresen al 6° grado de la CMS la oportunidad de transferirse a Monroe o a Rolling Hills con su hermano/a menor.
- 4) Con el fin de dar acomodo a los estudiantes adicionales en las escuelas Monroe y Rolling Hills, el Distrito hará mejorías a las instalaciones en esos campus durante el verano de 2017.
- 5) 2017-18 será el último año en que la CMS operará como escuela media. CMS cerrará en junio de 2018.
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La Mesa Directiva y yo creemos que esta opción ofrece la mejor oportunidad de tener una transición con éxito y la opción de crear una nueva escuela para las familias del Distrito.

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Atentamente,

Eric Andrew, Ed.D.
Superintendente

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April 26, 2017

Dear Rolling Hills Middle School Families:

I am writing to inform you of a recent decision regarding students transferring from Campbell Middle School for the upcoming school year.

You may be aware that Campbell Union School District will be closing Campbell Middle School in order to create a new, preschool-through-eighth-grade school in its place. After much review and deliberation, the District will be making the following changes for the 2017-18 school year:

- 1) In 2017-18, CMS will operate classes only for 7th and 8th graders.
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- 6) Parent meetings with site-specific details are scheduled for:
 - Campbell Middle Families: May 10 at 6:30 p.m.
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Our Transformation Team, which includes teachers, support staff, parents, neighbors and administrators, has been exploring various issues and options around implementing the transition from the former middle school to the new Prek-8-Grade school.

The Governing Board and I believe this option offers the best chance for a successful transition and creation of a new school option for District families.

If you have questions about these proposed changes, I hope you will attend the informational meeting for your middle school. You also may contact my office with your questions by calling or emailing: 408-341-7260, contact@campbellusd.org.

Sincerely,

Eric Andrew, Ed.D.
Superintendent

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May 30, 2017

Subject: Update on creating a PreK-to-8th-grade school

Dear CUSD Community:

The feedback from our Transformation Team's Community Input Forum in March was outstanding! More than 100 parents, teachers, students, neighbors, and others provided a wealth of ideas, concepts, and cautions for the Transformation Team to consider as it develops recommendations for Governing Board action. The Transformation Team has and will continue to work with the feedback as the group develops recommendations for Governing Board action.

Our second Community Input Forum will be held on June 12, from 6 p.m. until 8 p.m., at Campbell Middle School. This meeting will be an opportunity for the public to provide input on short- and long-term decisions relating to creating our new school and the recommendations of the Transformation Team.

Some key points in our progress, so far, include:

1. The Governing Board approved recommendations for Campbell Middle School (CMS) to have only 7th and 8th graders at the school in 2017-18, and to close CMS in June 2018.
2. The District has held parent meetings at each of the middle schools, May 8th, 9th and 10th, to present and discuss those decisions.
3. The Transformation Team is visiting existing TK-8 schools, continuing to review feedback from the March Community Input Forum, developing the new school's guiding principles, and gathering information from various City Officials, architects, and education experts.

It is rare to be able to create a new school, and we are excited about the possibilities. I encourage you to stay informed as we go through this process.

Be involved by sending us your questions, concerns, and aspirations for our new school. Call the District administration office, at (408) 364-4200 x6254, or email us at contact@campbellusd.org

Sincerely,

Eric Andrew, Ed.D.
Superintendent

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30 de mayo 2017

Sobre: Actualización sobre la creación de una escuela PreK – 8° grado

Estimados miembros de la comunidad de CUSD:

¡Los comentarios y sugerencias del Foro Aportes de la Comunidad de nuestro Equipo de Transformación en marzo fueron excepcional! Más de 100 padres, maestros, estudiantes, vecinos y otros proporcionaron una gran cantidad de ideas, conceptos y precauciones para que el Equipo de Transformación considere a medida que desarrolla recomendaciones para la acción de la Mesa Directiva. El Equipo de Transformación tiene y seguirá trabajando con los comentarios mientras que el grupo desarrolla recomendaciones para la acción de la Mesa Directiva.

Nuestro segundo Foro de Aportes Comunitarios se llevará a cabo el 12 de junio, de las 6 p.m. hasta las 8 p.m., en Campbell Middle School. Esta reunión será una oportunidad para que el público brinde sus opiniones sobre las decisiones a corto y largo plazo relacionadas con la creación de nuestra nueva escuela y las recomendaciones del Equipo de Transformación.

Algunos puntos clave de nuestro progreso, hasta el momento, incluyen:

1. La Mesa Directiva aprobó recomendaciones para que la Escuela Intermedia Campbell (CMS) sólo tuviera alumnos de 7° y 8° grado en la escuela en 2017-18, y para cerrar CMS en junio de 2018.
2. El Distrito ha celebrado reuniones de padres en cada una de las escuelas intermedias, los días 8, 9 y 10 de mayo, para presentar y discutir esas decisiones.
3. El Equipo de Transformación está visitando escuelas de TK-8° grado existentes, sin dejar de revisar los comentarios del Foro Aportes de la Comunidad de marzo, el desarrollo de los principios rectores de la nueva escuela, y la recopilación de información de diversos funcionarios municipales, arquitectos y expertos en educación.

Es raro ser capaz de crear una nueva escuela, y estamos entusiasmados con las posibilidades. Les animo a mantenerse informados mientras avanzamos en este proceso.

Envíenos sus preguntas, inquietudes y aspiraciones para nuestra nueva escuela. Llame a la oficina de administración del distrito al (408) 364-4200 x6254, o por email a contact@campbellusd.org

Atentamente,

Eric Andrew, Ed.D.
Superintendente

Frequently Asked Questions

Answers to Frequently Asked Questions about transforming Campbell Middle School into a Pre-K—8 school.

[Why is the District reorganizing?](#)

One of Campbell Union School District's five strategic goals is to make each school a place where students, parents and staff thrive—that is, each school is as desirable as the next. That goal (formerly called the "schools of choice" goal) prompted a proposal to do some reorganizing in the District.

Of the options outlined in the [original proposal](#), presented in March 2016, only the following are being acted upon at this time:

1. 5th grade was added to [Rosemary Elementary School](#) in August 2016.
2. Begin plans for transforming Campbell Middle School to a Preschool through 8th grade school, possibly in the 2017-18 school year.

[When will the school transformation happen?](#)

This change will be several years in the making, as there are many factors to consider.

As of April 20, 2017:

- The Governing Board accepted a recommendation from the Transformation Team to enroll only 7th and 8th graders at Campbell Middle School in the 2017-18 school year, to close CMS in June 2018, and to open the new preK-to-8th-grade school in the 2018-19 school year. No decision has been made at this time about which grades will be enrolled in the new school's first year.
- The new Transformation Team comprised of school, district, and neighborhood stakeholders met for the first time in January 2017. The Team's purpose is to study and make recommendations about the issues involved in the transformation.
- Updates following each Board meeting are posted in *Board Meeting News* on the District and school web pages.
- The District anticipates that the Transformation Team will present a proposal to the Governing Board for action in June 2017.

Why Create a Kindergarten-through-Eighth-Grade School?

Educators and researchers report that K-8 programs offer several advantages over middle schools, including:

- Strong academic continuity and sense of community for students.
- Optimal emotional and social outcomes because faculty know the students and their families really well
- Older kids tend to have a greater sense of accountability to be good role models and mentors to the younger students.
- The younger students gain a better understanding of the purpose and progression of education.
- In some cases, middle school students in K-8 programs have had higher achievement than their middle school counterparts.

Also, adding a K-8 option is in keeping with our belief in providing choices of educational setting for students. There is a growing demand for K-8, nationally and locally, as more families are asking to attend K-8 schools in neighboring districts.

The Center for Education Reform completed a multi-city review of the progress of urban K-8 schools in Milwaukee, Washington, D.C., Philadelphia, Cleveland, and Cincinnati. The conclusion of the study indicated the following positive factors related to K-8 school configurations:

1. Students felt safer.
2. Fewer distractions from outside influences such as drugs.
3. Absences and discipline problems were reduced.
4. Less of a decline in academic achievement as the students transitioned to high school.

Will the attendance boundaries change?

The district has established middle school attendance boundaries for placing 5th and 6th grade students at Monroe and Rolling Hills middle schools during the transition period.

Residents of the current Campbell Middle School attendance area will have first priority for enrolling in the newly established school. No decision has been made beyond that. Any additional changes relating to boundaries and placement will be determined through a process consistent with board policy and Education Code.

[How will traffic around the school be affected?](#)

That is unknown at this time. Through the 2016-2017 school year, we will be determining configuration, program and enrollment options for Campbell Middle School. When those are identified, our district planners will work with the City of Campbell's Traffic and Engineering staff to review impacts on ingress and egress as part of the study.

[How much will this change cost?](#)

At this time, there is not a final plan for the school's instructional program, so exact costs are not finalized yet. Other improvements would be needed to accommodate early primary students—new playgrounds, equipment and fencing, and bathrooms and furniture designed for the younger children—which we estimate will cost about \$2 million to \$3 million.

Other campus improvements were already identified in our Facilities Master Plan. These, too, will be factored into a multi-year campus improvement plan.

[How can people have input in decisions?](#)

Numerous meetings have and will take place to afford staff and the public opportunities to participate in the process.

In addition to having the District Reorganization proposal on the agenda at each Board meeting, updates to the Board will be available online and by request, and the Superintendent will hold several more meetings on the topic over the course of the next 6-12 months.

[Meeting Calendar](#)

[Recent Board Meeting News](#)

[What is the role of the Transformation Team?](#)

The role of the Transformation Team is to craft a comprehensive plan to present to the Governing Board by June 9, 2017. The Team will consider the educational needs of our diverse student population, create a dynamic learning environment for all students in CUSD, and develop guiding principles to facilitate making decisions. The Team will convene community meetings throughout the process.

The Team drives the work, the creativity, and recommends plan elements to the District Leadership team who then makes the recommendations to the Board.

[How can I get more information?](#)

Contact Us at [\(408\) 364-4200 x6254](tel:4083644200x6254) or contact@campbellusd.org