



## **GOVERNING BOARD**

**August 17, 2017**

**Closed Session - 6:00 P.M.  
Regular Session - 7:00 P.M.**

**Administration Building  
155 North Third Street  
Campbell, CA 95008-2044**

Visitors are always welcome at meetings of the Governing Board, and their suggestions and comments are encouraged. Those wishing to address the Board may do so when the item appears on the agenda, prior to action being taken by the Board, or under "Communications." Oral Communications will be limited to three (3) minutes per person and twenty (20) minutes per topic.

If you wish to address the Board, we request that you complete an "Oral Communications" form giving your name, address, and affiliation, if any, in order that an accurate record can be made in the minutes.

In compliance with Govt. Code §54957.5, non-exempt documents and writings that have been distributed to a majority or all of the Governing Board in advance of a meeting will be made available for public inspection at the District Office (155 North Third Street, Campbell) during normal business hours.

Individuals, who require special accommodation, including but not limited to an American Sign Language interpreter, accessible seating or documentation in accessible formats, should contact the Superintendent or designee at least two days before the meeting.

### **Attendance Taken at 6:00 PM:**

#### **Present:**

Pablo Beltran  
Danielle Cohen  
Thomas Gemetti  
Richard Nguyen  
Michael Snyder

## **1. CALL TO ORDER**

Rationale: Anyone wishing to address the Board on closed session matters may do so at this time.

Minutes: Governing Board President, Thomas Gemetti, called the meeting to order at 6:00 p.m.

## **2. CLOSED SESSION**

Rationale: The Governing Board will review matters pertaining to the following topics as necessary:

Minutes: There were no requests to address closed session items.

The Governing Board convened to closed session at 6:01 p.m.

1. Conference with Legal Counsel - Existing Litigation (Govt. Code 54956.9(d)(1))  
Legal Counsel will be available by phone. Summerhill
2. Conference with Legal Counsel - Anticipated Litigation (Govt. Code 54956.9(d)(2))  
One matter
3. Confer with Labor Negotiator Lena Bundtzen re: C.E.T.A. & C.S.E.A. CH 868  
Negotiations (Govt. Code 3549.1 & 54957.6)
4. Public Employee Discipline/Dismissal/Release/Complaint (Govt. Code 54957)
5. Public Employee Performance Evaluation: Superintendent

## **3. REGULAR SESSION**

Rationale: The Governing Board will reconvene to regular session

Minutes: The Governing Board reconvened to regular session at 7:05 p.m.

## **4. FLAG SALUTE**

The flag salute was led by students from Rolling Hills, Monroe Middle and Campbell Middle schools. The following students shared with the Governing Board their participation in the Zero Robotics Program and their visit to NASA.

Tambura Bangura	6th grade Monroe Middle School
Makayla Engleder	7th grade Campbell Middle School
Logan Friedman	7th grade Rolling Hills Middle School
Tristan Friedman	5th grade Rolling Hills Middle School
Advik Gonugunta	6th grade Rolling Hills Middle School

## 5. ADOPT AGENDA

Rationale: Additions to the agenda: Items may be added to the agenda in the event an emergency exists (majority vote), or the need to take action arises after posting of the agenda (two-thirds vote of the Board), or by unanimous vote of those present if less than full Board.

**Motion Passed:** Adopt the agenda as presented. Passed with a motion by Michael Snyder and a second by Danielle Cohen.

Yes Pablo Beltran  
Yes Danielle Cohen  
Yes Thomas Gemetti  
Yes Richard Nguyen  
Yes Michael Snyder

## 6. REPORT OF ACTION TAKEN IN CLOSED SESSION

Minutes: No action was taken in closed session.

## 7. DISCUSSION ITEM - Governing Board Philosophy - School Visits

Rationale: The Superintendent will lead the Governing Board on a discussion on the Board's philosophy on school site visits.

Minutes: The Governing Board discussed their philosophy on school site visits.

1. Governing Board represents all students.
2. Want a more complete perspective to make informed decisions.
3. There to observe, engage and understand how students are doing.
4. Be mindful of the perception of board member visit to campus.

## 8. REPORTS OF THE GOVERNING BOARD

### 1. Reports on visits to schools, conferences/meetings attended and other activities.

Minutes: The Governing Board reported on events and meeting attended on behalf of the district.

### 2. Subcommittee Reports

Minutes: The Governing Board reported on the following subcommittee meetings:

Parent University  
Policy

## **9. REPORTS OF THE SUPERINTENDENT**

Minutes: The Superintendent reported on the following events/meetings attended:

National Night Out at Hamann Park  
District Leadership Retreat  
New Teacher Orientation  
Secretaries Meeting  
Zero Robotics at NASA  
SCCOE Power Of Democracy Panel Discussion  
Safe Routes To School  
Tech Museum for Tech Academies of Innovation  
Back To School Breakfast  
TK - K Orientations  
SCCOE Director of Charter Schools Kristal Johnson

## **10. COMMUNICATIONS**

### **1. Written Communications**

Minutes: Superintendent, Shelly Viramontez, presented a letter from the Santa Clara County Office of Education requesting names of potential candidates for the County Committee for School District Organization Supervisorial District 1 and Supervisorial District 5.

### **2. Oral Communications**

Rationale: Members of the audience may address the Board regarding matters not on the agenda; oral communications will be limited to three (3) minutes per person and twenty (20) minutes per topic; the Board shall take no action on these matters.

Minutes: There were no oral communications.

## **11. PUBLIC HEARING/ACTION ITEM**

### **1. Public Hearing - Resolution 2017-18-01 Certification of Sufficiency of Instructional Materials**

Rationale: PUBLIC HEARING Education Code 60119 requires that a public hearing is held to determine the sufficiency of instructional materials. Public comments are invited to determine whether all pupils, including English learners, in the District have sufficient textbooks and/or instructional materials in History/Social Science, Mathematics, English/Language Arts, and Science, aligned with the academic content standards and consistent with the content and cycles of the curriculum framework adopted by the State Board of Education.

Minutes: Governing Board President, Thomas Gemetti, opened the public hearing at 7:57 p.m. in order to receive comments from the public regarding the sufficiency of instructional materials and textbooks for all students, including English learners, in History/Social Science, Mathematics, English/Language Arts and Science aligned with the academic content standards and consistent with the content and cycles of the curriculum framework adopted by the State Board of Education.

There being no comments, President Gemetti declared the public hearing closed at 7:58 p.m.

## **12. INFORMATION AND POSSIBLE ACTION ITEMS**

### **1. Data Management System - DataZone**

Rationale: The Superintendent will present an overview of the data management system to support student learning - DataZone

Minutes: Santa Clara County Office Of Education Director of Data Governance, Marcy Lauck, presented to the Governing Board an overview of DataZone, a data management system to support student learning.

### **2. 2016-2017 Preschool Program Self-Evaluation**

Rationale: Review preschool program self-evaluation instruments, outcomes, and action plan implementation timeline.

Minutes: Director of Extensions, AnneMarie Murphy, presented the 2016-17 Preschool Program Self-Evaluation to the Governing Board.

### **3. Department Update -Special Education**

Rationale: Chiara Perry, Director of Special Education, and staff will present an update for the special education division with an emphasis on Least Restrictive Environment (LRE), demographics, district continuum of services, inclusive practices, reading supports & services and discuss initiatives the division plans to investigate during the 2017-18 school year.

Minutes: Director Special Education, Chiara Perry; Program Coordinator, Maggie Spehar and Program Specialist Coordinator, Nicole Behaylo presented an overview of the Special Education Department.

### **4. Support Services Update - MTSS**

Rationale: The Coordinator of Multi-Tiered Systems of Support (MTSS) will provide the Board an update on MTSS and the work that will begin in the 2017-2018 school year.

Minutes: Coordinator Multi-Tiered Systems of Support (MTSS), Stephanie Day, presented an update on MTSS to the Governing Board.

### **5. Strategic Plan**

Rationale: The Superintendent will present an update on the District's Strategic Plan Goals.

Minutes: Superintendent, Shelly Viramontez, presented an overview of the Strategic Plan targets and the transitioning of the Strategic Plan in developing a Profile of a Graduate in alignment with the Local Control Accountability Plan (LCAP) and District Mission and Vision.

## **12. INFORMATION AND POSSIBLE ACTION ITEMS (continued)**

### **6. District TK-8 Grade Program**

Rationale: The Superintendent will present an update on the District TK - 8 Grade Program.

Minutes: Superintendent, Shelly Viramontez, presented an update to the Governing Board on the progress for the TK-8th Grade Program.

### **7. Proposed Revised Board Policies And Administrative Regulations- First Reading**

Rationale: The Governing Board will review the following Board Policy, Administrative Regulation and Exhibit as presented for a first reading no action required:

BP/AR 0000 – Vision

BP 0100 – Philosophy

E 0420.41 - Charter School Oversight

BP/AR 1312.3 - Uniform Complaint Procedures

BP 1340 - Access to District Records

BP 2121 - Superintendent's Contract

BP 2140 - Evaluation of the Superintendent

BP/AR 3551 - Food Service Operations/Cafeteria Plan

AR 3580 - District Records

AR 4112.2 – Certification

BP/AR 4112.61/4212.61/4312.61 - Employment References

BP/AR 4127/4227/4327 - Temporary Athletic Team Coaches

BP 4312.1 – Contracts

AR 5145.3 - Nondiscrimination/Harassment

BP 6142.93 - Science Instruction

BP 6145 - Extracurricular and Cocurricular Activities

BP/AR 6145.2 - Athletic Competition

BP/E 6161.1 - Selection and Evaluation of Instructional Materials

BP 7214 - General Obligation Bonds

BB 9012 - Board Member Electronic Communications

BB 9121 - PresidentBB 9220 - Governing Board Elections

BB 9230 – Orientation

BB 9400 - Board Self-Evaluation

Minutes: The Governing Board reviewed the proposed Board Policies and Administrative Regulations as presented for a first reading.

### **13. ACTION ITEMS - CONSENT AGENDA**

Rationale: Items may be removed from the consent agenda by consensus of the Governing Board:

**Motion Passed:** Approve the consent agenda as follows:

Passed with a motion by Richard Nguyen and a second by Pablo Beltran.

Yes Pablo Beltran  
Yes Danielle Cohen  
Yes Thomas Gemetti  
Yes Richard Nguyen  
Yes Michael Snyder

#### **1. Minutes Regular Session July 18, 2017**

Minutes: Approve the minutes of the Regular Session July 18, 2017.

#### **2. Minutes Special Session August 10, 2017**

Minutes: Approve the minutes of the Special Session August 10, 2017.

#### **3. Expenditure And Purchase Order Reports June 2017**

Minutes: Ratify the General Fund and Building Funds Expenditure Reports and the Purchase Order contracts that were issued during the periods listed:

Payroll Report for June 2017  
Warrant Report for June 2017  
Purchase Order Report for June 2017

#### **4. Expenditure And Purchase Order Reports July 2017**

Minutes: Ratify the General Fund and Building Funds Expenditure Reports and the Purchase Order contracts that were issued during the periods listed:

Payroll Report for July 2017  
Warrant Report for July 2017  
Purchase Order Report for July 2017

#### **5. Authorization To Purchase New Buses**

Rationale: We are requesting to purchase two new buses to replace our older models and to prepare our fleet for the new bus routes resulting from the transformation of Campbell Middle School.

Minutes: Authorize the purchase of two new buses from BusWest in the total amount of \$411,425.92.

### **13. ACTION ITEMS - CONSENT AGENDA (continued)**

#### **6. Personnel Report**

Minutes: Approve the Personnel Report and Addendum as submitted.

#### **7. Agreement Between Campbell Union School District and EL Education for Rosemary Elementary School**

Rationale: Rosemary Elementary School will begin their partnership with EL Education for the 2017-2018 school year. The agreement this year will cover the cost for all professional development and coaching for all Rosemary school staff. The EL Program staff will be on-site at Rosemary for a total of 39 days to ensure the successful implementation of year one.

Minutes: Approve the contract agreement between Campbell Union School District and EL Education for consultation services for the 2017-2018 school year in the amount of \$69,100.00.

#### **8. Agreement Between CUSD And Nova Health Therapies During The 2017-2018 School Year.**

Rationale: NOVA Health Therapies will provide speech services to the special education students attending Campbell Union School District as required by their IEP for the 2017-2018 school year.

Minutes: Approve the Agreement between the District and NOVA during the 2017-2018 school year in order to conform to IEP requirements.

#### **9. Agreement Between CUSD And Achievekids For The 2017-2018 School Year**

Rationale: Two Campbell Union School District students attend AchieveKids School, a non-profit non-public special education school for children with significant academic, social, emotional and behavioral needs. Due to the severity of their disabilities and the impact on the social, emotional, behavioral and academic levels of functioning, these students are unable to benefit from existing special education public school programs at this time.

Minutes: Approve the Agreement between the District and AchieveKids during the 2017-2018 school year in order to conform to IEP requirements.

#### **10. Agreement Between CUSD And Beacon During The 2017-2018 School Year**

Rationale: A Campbell Union School District student attends Beacon School, a non-profit non-public special education school for children with significant academic, social, emotional and behavioral needs. Due to the severity of the disabilities and the impact on the social, emotional, behavioral and academic levels of functioning, this student is unable to benefit from existing special education public school programs at this time.

Minutes: Approve the Agreement between the District and Beacon during the 2017-2018 school year in order to conform to IEP requirements.



## 14. ACTION ITEMS - REGULAR AGENDA

### 1. Resolution 2017-18-02, Disposition of Surplus Property

Rationale: According to Education Code 17546, if the Board, by a unanimous vote of those members present, finds that the property is: of insufficient value to defray the costs of arranging a sale, the property may be donated to a charitable organization deemed appropriate by the Board, or disposed of in the local public dump on order of any employee of the District empowered for that purpose by the Board; or is of sufficient value to defray the costs of arranging a sale, the property may be sold at a private sale without advertising, by any employee of the district empowered for that purpose by the Board; and The Deputy Superintendent of Administrative Services has determined that the equipment listed on Attachment A of the resolution to be obsolete and suitable to be disposed of or sold at a private sale without advertising by the Deputy Superintendent.

**Motion Passed:** Adopt Resolution 2017-18-02, Disposition of Surplus Property. Passed with a motion by Richard Nguyen and a second by Michael Snyder.

Yes Pablo Beltran  
Yes Danielle Cohen  
Yes Thomas Gemetti  
Yes Richard Nguyen  
Yes Michael Snyder

### 2. Resolution 2017-18-03, Resolution To Close The Enterprise Fund, Fund 630

Rationale: The Enterprise Fund was developed in order to track the revenues and expenses of the Response to Intervention (RTI) trainers in the program. Since the trainers are no longer available and the program has closed, there is no further need for the Enterprise Fund to remain open.

**Motion Passed:** Adopt Resolution 2017-18-03, Resolution to Close the Enterprise Fund, Fund 630. Passed with a motion by Michael Snyder and a second by Danielle Cohen.

Yes Pablo Beltran  
Yes Danielle Cohen  
Yes Thomas Gemetti  
Yes Richard Nguyen  
Yes Michael Snyder

## 14. ACTION ITEMS - REGULAR AGENDA (continued)

### 3. Resolution 2017-18-04, Resolution Authorizing District Personnel To Sign District Orders

Rationale: Pursuant to Education Code Sections 42632-42633, the Governing Board must authorize specific employees to sign orders to draw on funds of the District. Personnel previously authorized remain in effect as named in the Resolution and as follows: Shelly Viramontez, Ed.D., Superintendent James Crawford, Deputy Superintendent, Administrative Services Whitney Holton, Assistant Superintendent, Instructional Services Lena Bundtzen, Associate Superintendent, Human Resources Jackie Chen, Director II, Fiscal Services Margaret Tushak, Assistant to Superintendent

**Motion Passed:** Adopt Resolution 2017-18-04, Resolution Authorizing District Personnel to Sign District Orders.

Passed with a motion by Richard Nguyen and a second by Pablo Beltran.

Yes Pablo Beltran  
Yes Danielle Cohen  
Yes Thomas Gemetti  
Yes Richard Nguyen  
Yes Michael Snyder

### 4. Resolution 2017-18-05, State Of California Office Of Public School Construction Authorized District Signatories

Rationale: This resolution is adopted in order to certify the approval of the CUSD Governing Board to authorize the designated personnel to sign State of California Office of Public School Construction documents.

**Motion Passed:** Adopt Resolution 2017-18-05, naming Superintendent Shelly Viramontez, Deputy Superintendent James Crawford, and Jackie Chen, Director II of Fiscal Services as the authorized signatories for transactions with the State of California Office of Public School Construction. Passed with a motion by Michael Snyder and a second by Richard Nguyen.

Yes Pablo Beltran  
Yes Danielle Cohen  
Yes Thomas Gemetti  
Yes Richard Nguyen  
Yes Michael Snyder

## 14. ACTION ITEMS - REGULAR AGENDA (continued)

### 5. Authorization for Monroe Two-Story Wing, Rolling Hills Two-Story Wing, and New TK-8 School A-Wing Projects

Rationale: There have been some changes to the plans for the Monroe two-story wing, The Rolling Hills two-story-wing, and the New TK-8 School A-Wing projects since the Board last reviewed them. We would like the Board to review the revised plans before submitting them to the State Architect for approval.

**Motion Passed:** Authorize Administration to:1) Submit plans and specifications for the Monroe Two-Story Wing, The Rolling Hills Two-Story Wing, and the New TK-8 School A-Wing projects to the Division of the State Architect (DSA); and2) Bid the projects once the plans and specifications have been approved.  
Passed with a motion by Richard Nguyen and a second by Michael Snyder.

Yes Pablo Beltran  
Yes Danielle Cohen  
Yes Thomas Gemetti  
Yes Richard Nguyen  
Yes Michael Snyder

### 6. Resolution 2017-18-01 Certification of Sufficiency of Instructional Materials

Rationale: BACKGROUND: Education Code 60119 requires the Governing Board to conduct an annual public hearing within the first eight weeks of school and make a determination, through a resolution, that every pupil, including English learners, in the District have sufficient textbooks or instructional materials in specified subjects that are aligned to the academic content standards and consistent with the content and cycles of the curriculum framework adopted by the State Board of Education in History/social science, Mathematics, English/language arts, and Science. The needs of students in each curricular area were assessed by the teachers in the spring and replacement materials for the district adopted texts were ordered. In the fall, the schools conducted a survey of "sufficiency" of instructional materials for each student and additional materials were ordered as needed. All materials other than Board adopted are considered supplementary and vary by school.

**Motion Passed:** Adopt Resolution 2017-18-01, Certification of Sufficiency of Instructional Materials.  
Passed with a motion by Danielle Cohen and a second by Michael Snyder.

Yes Pablo Beltran  
Yes Danielle Cohen  
Yes Thomas Gemetti  
Yes Richard Nguyen  
Yes Michael Snyder

## **14. ACTION ITEMS - REGULAR AGENDA** (continued)

### **7. Instructional Materials-Williams Uniform Complaint Quarterly Report**

Rationale: As stated in Education Code 35186: (a) A school District shall use the uniform complaint process it has adopted as required by Chapter 5.1 (commencing with Section 4600) of Title 5 of the California Code of Regulations, with modifications, as necessary, to help identify and resolve any deficiencies related to instructional materials, emergency or urgent facilities conditions that pose a threat to the health and safety of pupils or staff, and teacher vacancy or misassignment. Campbell Union School District reports that there were no complaints filed with any school in the district during the April 1 through June 30, 2017 quarter.

**Motion Passed:** Approve the Quarterly Report on Williams Uniform Complaints during the April 1 through June 30, 2017 quarter.

Passed with a motion by Richard Nguyen and a second by Pablo Beltran.

Yes Pablo Beltran  
Yes Danielle Cohen  
Yes Thomas Gemetti  
Yes Richard Nguyen  
Yes Michael Snyder

### **8. Extension of Contract Agreements: Deputy Superintendent-Administrative Services, Assistant Superintendent-Human Resources, Assistant Superintendent-Instructional Services**

**Motion Passed:** Extend the contract agreements of the Deputy Superintendent-Administrative Services, Assistant Superintendent-Human Resources and Assistant Superintendent-Instructional Services for one additional year, until June 2020.

Passed with a motion by Pablo Beltran and a second by Danielle Cohen.

Yes Pablo Beltran  
Yes Danielle Cohen  
Yes Thomas Gemetti  
Yes Richard Nguyen  
Yes Michael Snyder

## 14. ACTION ITEMS - REGULAR AGENDA (continued)

### 9. Resolution 2017-18-06 Compensation Of Board Member For Absence Due To Hardship

Rationale: As per Education Code Section 35120(c), "A member may be paid for any meeting when absent if the Board by Resolution duly adopted and included in its minutes finds that at the time of the meeting he or she is performing services outside the meeting for the school district or districts, he or she was ill or on jury duty, or the absence was due to a hardship deemed acceptable by the Board."

**Motion Passed:** Adopt Resolution 2017-18-06, Compensation Of Board Member For Absence Due To Hardship under Education Code Section 35120(c) for Absence. Passed with a motion by Richard Nguyen and a second by Danielle Cohen.

Yes	Pablo Beltran
Yes	Danielle Cohen
Yes	Thomas Gemetti
Yes	Richard Nguyen
Abstain	Michael Snyder

### 10. Declaration Of Need For Fully Qualified Educators For The 2017-2018 School Year

Rationale: Section 80026 of the Title 5 Regulations that governs emergency permits and /or limited assignment permits requires school districts to submit a Declaration of Need for fully Qualified Educators on an annual basis. This is a prerequisite for school districts to have in order for the Commission on Teacher Credentialing to issue any permits. The purpose of the form is to indicate the types of permits the school district anticipates may be needed if fully qualified educators are not available. Attached is the Declaration of Need for Fully Qualified Educators.

**Motion Passed:** Adopt the Declaration of Need for Fully Qualified Educators for the 2017-2018 School Year, effective August 17, 2017 through June 30, 2018. Passed with a motion by Michael Snyder and a second by Pablo Beltran.

Yes	Pablo Beltran
Yes	Danielle Cohen
Yes	Thomas Gemetti
Yes	Richard Nguyen
Yes	Michael Snyder

## **15. UPCOMING CALENDAR DATES**

Rationale: Meetings may be scheduled, rescheduled and/or cancelled as required to conduct District business.

September 14, 2017 Regular Session  
September 28, 2017 Special Session (Data Study)  
October 12, 2017 Regular Session  
October 26, 2017 Regular Session  
November 16, 2017 Regular Session  
December 7, 2017 Regular Session (organizational meeting)

Minutes: Upcoming calendar dates were reviewed.

## **16. FUTURE AGENDA ITEMS: FOLLOW-UP FROM PREVIOUS MEETINGS**

Minutes: Future agenda items were reviewed:

Nominations for CSBA Directors-at-Large  
English Learner Department Update

## **17. CLOSED SESSION**

Rationale: The Governing Board will review matters pertaining to topics specified under Item 2, as required.

Minutes: No closed session was held under Item 17.

## **18. ADJOURNMENT**

Minutes: The meeting was adjourned at 10:40 p.m.

Submitted by:

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Shelly Viramontez, Ed.D., Superintendent

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Richard Nguyen, Clerk