



## **GOVERNING BOARD**

**March 29, 2018**

**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 6:01 PM:**

#### Present:

Pablo Beltran  
Thomas Gemetti  
Richard Nguyen  
Michael Snyder

#### Absent:

Danielle Cohen

## **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 6:01 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 6:02 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 Performance Evaluation: Superintendent
5. Public Employee Discipline/Dismissal/Release/Complaint (Govt. Code 54957)

## **3. REGULAR SESSION**

Rationale: The Governing Board will reconvene to regular session

Minutes: The Governing Board reconvened to regular session at 7:04 p.m.

## **4. FLAG SALUTE**

Minutes: The flag salute was led by Castlemont Elementary students David Salazar Ayala, Maya Manriquez, Emma Schneider, Zoe Ta, Joseph Tighe and Daisy Urias. The students spoke about their experience in the Montalvo Arts program.

## 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 to Amend Passed:** To amend the motion from: "It is recommended that the Governing Board adopt the agenda as presented." to: "Adopt the agenda with the following changes: move Item 13.1 to follow Item 11.4. Remove Item 12.8 from Action Items-Consent Agenda move to the Action Items - Regular Agenda as new Item 13.1."  
Passed with a motion by Pablo Beltran and a second by Michael Snyder.

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

Minutes: Item 13.1 was moved to follow Item 11.4 in Information And Possible Action Items. Item 12.8 was removed from the Action Items - Consent Agenda and moved to Action Items - Regular Agenda as new Item 13.1.

## 6. REPORT OF ACTION TAKEN IN CLOSED SESSION

Minutes: No action was taken in closed session.

## 7. DISCUSSION ITEM - Data Sharing With Campbell Union High School District

Rationale: Campbell Union School District supports working with the Campbell Union High School District (CUHSD) to transition our students to the high school district. The attached MOU with CUHSD is being brought forward for discussion to insure that this MOU provides for our district's interests and assists our students in this transition. In preparation, please review the attached draft MOU and questions.

Minutes: Community member, John Keating, thanked the Governing Board for reviewing the MOU from the Campbell Union High School District (CUHSD) and for helping students with this transition to high school.

Superintendent Shelly Viramontez reviewed the Data Sharing Agreement Between The Campbell Union High School District and Elementary District For The Disclosure Of Education Records with the Governing Board.

The Governing Board directed the Superintendent to schedule a follow up meeting with CUHSD on the area of indemnification.

## **8. REPORTS OF THE GOVERNING BOARD**

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

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

### **2. Subcommittee Reports**

Minutes: There were no subcommittee reports.

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

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

Westside Board Dinner  
Project Cornerstone Breakfast  
Coffee with Superintendent at Rolling Hills and Monroe MS  
Family Engagement Institute Parenting Classes at MMS & CMS  
STEAM Showcase  
Wellness Committee Meeting  
Viewing of movie "Angst"  
Participation on panel for "Screenagers"  
Campbell Chamber of Commerce Luncheon

## **10. COMMUNICATIONS**

### **1. Written Communications**

Minutes: Congratulatory card from School Innovations & Achievement to Campbell Union School District for winning the Santa Clara County School Boards Hoffman Award for our Attendance Improvement Program.

Santa Clara County Office of Education letter regarding National Bilingual/Multilingual Learner Advocacy Month in April.

Email from President & CEO Special Olympics Northern California & Nevada, David L. Solo, thanking Director Special Education, Chiara Perry and Program Coordinator Special Education Maggie Spehar for implementing Unified Champion Schools in the CUSD and attending a reception for CA State Superintendent of Public Instruction Tom Torlakson.

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

### **1. LCAP Presentation - Castlemont Elementary**

Rationale: Castlemont Elementary School Principal, Eric Brown and Assistant Principal, Cathy McAvoy will present an update on their Local Control and Accountability Plan goals to the Governing Board.

Minutes: Castlemont Principal, Eric Brown, Assistant Principal, Cathy McAvoy and staff members, Christa Norum, Rachel Ruggiero, Katie Iyama and Stephanie Lykam presented an update on the Local Control Accountability Plan goals to the Governing Board.

### **2. Campbell School Of Innovation Update**

Rationale: Principal Norma Jeanne Ready will present an update on the Campbell School of Innovation to the Governing Board.

Minutes: Campbell School Of Innovation (CSI) Principal, Norma Jeanne Ready, presented an update on enrollment numbers, community outreach and construction efforts for CSI to the Governing Board.

### **3. Department Update - STEAM and Technology Plan**

Rationale: Kami Thordarson, Director of Innovation and Digital Learning will present an overview of the completion of the STEAM and Technology Plans.

Minutes: Director of Innovation And Digital Learning, Kami Thordarson; Manager Technology Support Services, Trevor Walker and Teachers On Special Assignment, Julie Goo, Amanda Haughs, Misty Kluesner presented an update on the Technology Action Plan 2015-2018.

### **4. Verbal Summary Of The Financial Terms Of The Assistant Superintendent's Employment Agreement**

Rationale: Governing Board President, Thomas Gemetti, will provide a verbal summary of the financial terms of the Assistant Superintendent's Employment Agreement.

Minutes: Governing Board President, Thomas Gemetti, verbally reviewed the summary of the Financial Terms of the Assistant Superintendent's Employment Agreement.

### **5. Strategic Plan**

Rationale: Superintendent Shelly Viramontez will present an update on the CUSD Strategic Plan Goals to the Governing Board.

Minutes: Superintendent Shelly Viramontez presented an update on the ThoughtExchange survey results, final graphics for a Profile of a Graduate and CUSD Quick Tip reporting system.

## 11. INFORMATION AND POSSIBLE ACTION ITEMS (continued)

### 6. Resolution 2017-18-25 School Safety

Rationale: Superintendent Shelly Viramontez will present a draft resolution regarding school safety to the Governing Board for review and possible adoption.

**Motion Passed:** Adopt Resolution 2017-18-25 School Safety.

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

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

Minutes: Superintendent Shelly Viramontez presented for discussion and approval a draft of Resolution 2017-18-25 School Safety to the Governing Board.

## 12. 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 Michael Snyder and a second by Pablo Beltran.

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

Minutes: Item 12.8 was removed from the Action Items - Consent Agenda and moved to Action Items – Regular Agenda to be acted upon separately.

### 1. Donations

Rationale: Donations in excess of \$300.00 are accepted by the Board at a public meeting. Letters of acknowledgment and appreciation are sent to all donors, regardless of the monetary value of the donation.

\$7,306.49 donated by Village School PTA to Village School to be used for Art, Music and Poetry.

\$4,196.81 donated by Village School PTA to Village School to be used for Art and Music.

\$414.84 donated by Society Of Mexican American Engineer And Scientists Inc to Sherman Oaks to be used for SJSU Science Extravaganza busses.

Minutes: Accept the donations as presented.

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

### **2. Minutes Special Session March 20, 2018**

Minutes: Approve the Minutes Special Session March 20, 2018.

### **3. 2018 Board Meeting Calendar Revision**

Rationale:

April 4, 2018	Special Session (data study)
April 18, 2018	Special Closed Session
April 26, 2018	Regular Session
May 10, 2018	Regular Session
May 17, 2018	Special Session (employee recognition)
June 7, 2018	Regular Session
June 21, 2018	Regular Session
July 12, 2018	Regular Session (if needed)
August 16 23, 2018	Regular Session
September 13, 2018	Regular Session
September 27, 2018	Regular Session
October 4, 2018	Regular Session
October 25, 2018	Regular Session
November 15, 2018	Regular Session
December 6, 2018	Regular Session

Minutes: Revise the 2018 Governing Board Meeting Calendar as follows:

Change the August 16th meeting to August 23rd

Change the October 4th meeting to September 27th

### **4. Attention2Attendance (A2A) Software & Services Agreement between School Innovations & Achievement and Campbell Union Elementary School District.**

Rationale: The District will be working with School Innovations & Achievement (SI&A) for A2A software and services to manage our E-truancy, K-3 Initiative, and LCAP Initiative. The contract is for a period of three years, beginning July 1, 2018 and ending June 30, 2021.

Financial Impact: SOURCE OF FUNDS: General Fund

IMPACT TO BUDGET:\$108,180 per year

Minutes: Approve the Attention2Attendance (A2A) Software & Services Agreement between School Innovations & Achievement and Campbell Union Elementary School District.

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

### **5. Authorization to Purchase Network Server System**

Rationale: Our current data center server system was purchased back in June 2013 and has been hosting 85 virtual servers for the past five years. It is standard practice in industry to replace systems running mission-critical services every 3-5 years to ensure maximum uptime, security and support. We have experienced recent hardware issues in the past six months that indicate we are at an appropriate age to consider replacement. We recommend this purchase and installation as a way to help ensure maximum uptime, security and support for essential IT services. EPC IT Solutions holds a piggyback contracts with CMAS. Our current data center server system was purchased back in June 2013 and has been hosting 85 virtual servers for the past five years. It is standard practice in industry to replace systems running mission-critical services every 3-5 years to ensure maximum uptime, security and support. We have experienced recent hardware issues in the past six months that indicate we are at an appropriate age to consider replacement. We recommend this purchase and installation as a way to help ensure maximum uptime, security and support for essential IT services. Our current data center server system was purchased back in June 2013 and has been hosting 85 virtual servers for the past five years. It is standard practice in industry to replace systems running mission-critical services every 3-5 years to ensure maximum uptime, security and support. We have experienced recent hardware issues in the past six months that indicate we are at an appropriate age to consider replacement. We recommend this purchase and installation as a way to help ensure maximum uptime, security and support for essential IT services.

Financial Impact: SOURCE OF FUNDS: Technology  
IMPACT TO BUDGET:\$174,820.16

Minutes: Authorize Administration to piggyback on the California Multiple Award Schedule (CMAS) bid with EPC IT Solutions to purchase network servers in the amount of \$174,820.16



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

### **6. Inspection and Testing Services for New Classroom Buildings Rolling Hills Middle School and Monroe Middle School**

Rationale: As required by the Department of State Architect (DSA), the District needs to have ongoing inspections of current construction projects by a DSA certified project inspector. Earth Systems will provide specialized inspection and testing services for the new classroom buildings at Monroe Middle School and Rolling Hills Middle School.

Financial Impact: SOURCE OF FUNDS: MEASURE CC IMPACT TO BUDGET:

Rolling Hills	\$58,560
Monroe	\$60,898
Total	\$119,458

Minutes: Authorize the inspection and testing services with Earth Systems for the new classroom buildings at Rolling Hills Middle School and Monroe Middle School.

### **7. Expenditure And Purchase Order Reports February 2018**

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 February 2018  
Warrant Report for February 2018  
Purchase Order Report for February 2018

### **8. Personnel Report**

**Motion Passed:** Approve the Personnel Report and Addendum as submitted.  
Passed with a motion by Richard Nguyen and a second by Michael Snyder.

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

Minutes: Approve the Personnel Report and Addendum as submitted. Item 12.8 was removed from the Action Items – Consent Agenda and placed on the Action Items – Regular Agenda as new Item 13.1.

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

### **9. Campbell Elementary Teachers Association (CETA) Sunshine Proposal To Campbell Union School District For 2018-19 School Year**

Rationale: Pursuant to Government Code Section 3547 and in order to commence collective bargaining, the proposal will be officially received by the Governing Board at this public meeting (March 29, 2018).

Minutes: Direct the Assistant Superintendent to enter into negotiations with the Campbell Elementary Teachers Association regarding Article 9 Hours and Days of Employment, and Article 10 Compensation, Article 11 Safety Conditions.

### **10. Campbell Union School District To Campbell Elementary Teachers Association (CETA) Sunshine Proposal For 2018-19 School Year**

Rationale: Pursuant to Government Code Section 3547 and in order to commence collective bargaining, the proposal will be officially received by the Governing Board at this public meeting (March 29, 2018).

Minutes: Direct the Assistant Superintendent to enter into negotiations with the Campbell Elementary Teachers Association regarding Article 9 Hours and Days of Employment and Article 10 Compensation, as well as potential clean up language.

### **11. Field Trip Request: Rolling Hills Middle School Band Students to Music Festival, Great America**

Rationale: Students in the Rolling Hills Middle School music program will have the opportunity to play a concert before a panel of judges. They will receive tapes of judge comments to be discussed following the trip and a score/trophy based on their skill level. Following the music festival, students will be rewarded with a day at Great America.

Chaperone Ratio: 1:7 The students will be chaperoned by Mike Rawlinson, Rolling Hills Middle School Music Instructor and parents. Transportation: Transportation will be by district bus. The bus will be funded by the RHMS Music Boosters Club.

Minutes: Approve the field trip request for approximately one-hundred and ten seventh and eighth grade students from Rolling Hills Middle School to participate in the "Music in the Park" festival ceremony that will begin at a local High School and end at Great America Amusement Park in Santa Clara on Saturday, April 21, 2018.

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

### **12. Field Trip Request: Rolling Hills Middle School to Cupertino Middle School**

Rationale: Students in the Rolling Hills Middle School music program will have the opportunity to play a concert before a panel of judges. They will receive tapes of judge comments to be discussed following the trip and a score/trophy based on their skill level.

Chaperone Ratio: 1:5 The students will be chaperoned by Mike Rawlinson, Rolling Hills Middle School Music Instructor and parents.

Transportation: Transportation will be by district bus. The bus will be funded by the RHMS Music Boosters Club.

Minutes: Approve the field trip request for approximately fifty seventh and eighth grade students from Rolling Hills Middle School to participate in a music festival ceremony at Cupertino Middle School in Cupertino, California on Saturday, April 28, 2018.

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

### **1. Contract Agreement: Assistant Superintendent Administrative Services**

Rationale: With the planned retirement of the Deputy Superintendent Administrative Services, early recruitment efforts have provided an opportunity to meet the goal of attracting, developing and retaining highly qualified staff. The district recommends approving the Assistant Superintendent Administrative Services contract effective November 1, 2018.

**Motion Passed:** Approve the contract agreement of the Assistant Superintendent Administrative Services for three years commencing on November 1, 2018 and ending on June 30, 2021.

Passed with a motion by Richard Nguyen and a second by Michael Snyder.

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

#### **14. UPCOMING CALENDAR DATES**

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

April 4, 2018	Special Session (data study)
April 18, 2018	Special Closed Session
April 26, 2018	Regular Session
May 10, 2018	Regular Session
May 17, 2018	Special Session (employee recognition)
June 7, 2018	Regular Session
June 21, 2018	Regular Session
July 12, 2018	Regular Session (if needed)
August 13, 2018	Regular Session
September 13, 2018	Regular Session
September 27, 2018	Regular Session
<del>October 4, 2018</del>	<del>Regular Session</del>
October 25, 2018	Regular Session
November 15, 2018	Regular Session
December 6, 2018	Regular Session

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

Rationale: \*Please note: Report assignment dates are subject to change.

Minutes: Future agenda items were reviewed.

ThoughtExchange

April 26

Department Update - Instruction Dept. Vision

LCAP Pres - Lynhaven Elementary School

Discussion Item - Joint Use Agreement

May 10

LCAP Pres - Campbell Middle School

Expeditionary Learning Program Marketing Strategy/Rollout

June 7

LCAP Pres - Village School

June 21

LCAP Pres Marshall Lane Elementary School

Attendance, Academic & Suspension Discrepancies Hispanic Male Follow Up

## **16. CLOSED SESSION**

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

Minutes: President Gemetti announced the Board would reconvene to closed session upon adjournment of the regular session in order to review items listed under agenda Item 2.

Closed session 10:00 p.m. - 10:29 p.m.

## **17. ADJOURNMENT**

Minutes: The meeting was adjourned at 10:29 p.m.

Submitted by:

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Shelly Viramontez, Ed.D.  
Superintendent

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Richard Nguyen  
Clerk