



## **GOVERNING BOARD**

**May 10, 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 6:00 PM:**

#### Present:

Danielle Cohen  
Thomas Gemetti  
Richard Nguyen  
Michael Snyder

#### Absent:

Pablo Beltran

## **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 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 7:02 p.m.

## **4. FLAG SALUTE**

Minutes: The flag salute was led by Campbell Middle School student, Jakerion Thurman.

## 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 Richard Nguyen and a second by Michael Snyder.

Absent	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 - Balancing Student Voice/Activism And Legal Requirements During School Setting

Rationale: Superintendent Shelly Viramontez will lead a discussion with the Governing Board on current CUSD policy and regulations and information from the California Department of Education, the Association of California School Administrators and our legal counsel on balancing student voice/activism and legal requirements during the school setting.

Minutes: Superintendent Shelly Viramontez led a discussion on balancing student voice/activism and legal requirements during the school setting.

Student safety and instruction are the district's priority.

The district supports student voice and civic engagement in a developmentally appropriate way that is the least disruptive to the instructional environment.

CA Education Code and Board Policy will be followed consistently across sites regarding student activism and student/campus safety.

Communication to parents is essential.

Student non-participation in activism is equally respected.

## 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 they attended on behalf of the district.

### 2. Subcommittee Reports

Minutes: There were no subcommittee reports.

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

Minutes: Superintendent Shelly Viramontez reported on the following meetings/events attended:

Campbell School of Innovation Meet & Greet  
California Distinguished School Awards  
Rosemary Multicultural Night  
Sherman Oaks Carnival  
BAWSI Event  
Counseling And Support Services For Youth Meeting  
Westside Superintendents Meeting  
County Superintendent's Meeting  
Schools City Collaborative Meeting  
Santa Clara County Behavioral Health Board's 7th Annual GH Community Heroes Event  
Faculty Senate Meeting  
Tech Museum Meeting  
Site Visits: Forest Hill, Lynhaven, Sherman Oaks, Rosemary, Village  
Coffee with Superintendent: Forest Hill, Sherman Oaks

Superintendent Viramontez announced that CUSD Extensions department has been awarded \$131,000.00 from the SJ Learns grant for literacy support at Sherman Oaks, Blackford, Lynhaven and Monroe schools.

## **10. COMMUNICATIONS**

### **1. Written Communications**

Minutes: Email from CUSD Director Instructional Services, Edna Laskin, announcing the Open Space Authority's approval of a \$65,000.00 grant to Campbell Union School District's partner, Living Classrooms, to be used to implement the "Champions for Change" environmental literacy initiative.

### **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: Transitional Kindergarten (TK) teachers from Blackford, Capri, Forest Hill and Marshall Lane Elementary Schools addressed the Governing Board on providing a TK Instructional Assistant in all Transitional Kindergarten classrooms.

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

### **1. LCAP Presentation - Campbell Middle School**

Rationale: Campbell Middle School Principal, Ted Cribari and Dean of Students Pablo Viramontes, will present an update on their Local Control and Accountability Plan goals to the Governing Board.

Minutes: Campbell Middle School (CMS) Principal, Ted Cribari and Dean of Students, Pablo Viramontes presented an update on the Campbell Middle School LCAP goals to the Governing Board. Student Jakerion Thurman spoke about the MESA program at CMS and student, Jazibel Vega spoke about the importance of peer and staff support to her success.

### **2. City of Campbell Youth Commission**

Rationale: The City of Campbell has a fifteen-member Youth Commission that acts in an advisory capacity to Campbell City Council on matters relating to youth and teens. Members of the City of Campbell Youth Commission will present information on their 2017-2018 activities and services.

Minutes: Members of the City of Campbell Youth Commission, led by City of Campbell Recreation Department Specialist, Jenny Bybee, presented a summary of the 2017-18 Youth Commission services and activities.

### **3. General Obligation Bonds**

Rationale: The Deputy Superintendent of Administrative Services and Dave Olson from Public Financial Management (PFM) will discuss upcoming General Obligation Bonds sales.

Minutes: Public Financial Management representative, Jaime Trejo, presented a review of the General Obligation Bond Program and the plan to issue Series 2018 Bonds.

### **4. Campbell School Of Innovation**

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

Minutes: Principal, Norma Jeanne Ready, presented an update on staffing, enrollment numbers and construction progress at the Campbell School Of Innovation.

### **5. Strategic Plan**

Rationale: Superintendent Shelly Viramontez will present an update on the CUSD Strategic Plan.

Minutes: Superintendent Shelly Viramontez presented an update on the alignment of the LCAP, Technology and Instructional Vision plans and the progress on the Profile of a Graduate roll out.

## 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 Richard Nguyen and a second by Danielle Cohen.

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

### 1. Minutes Regular Session April 26, 2018

Minutes: Approve the minutes of the Regular Session April 26, 2018.

### 2. Proposed Revised Board Policies And Administrative Regulations- Second Reading

Rationale: The Governing Board will review the following Board Policy, Administrative Regulation and Exhibit as presented for a second reading :

BP/AR 1312.3 - Uniform Complaint Procedures  
AR 3230 - Federal Grant Funds  
AR 3514.2 - Integrated Pest Management  
BP/AR 3551 - Food Service Operations/Cafeteria Fund  
BP/AR 3553 - Free and Reduced Price Meals  
BP 4111/4211/4311 - Recruitment and Selection  
BP/AR 4119.11/4219.11/4319.11 - Sexual Harassment  
AR 4161.1/4361.1 - Personal Illness/Injury Leave  
AR 4161.8/4261.8/4361.8 - Family Care and Medical Leave  
AR 4261.1 - Personal Illness/Injury Leave  
BP/AR 5022 - Student and Family Privacy Rights  
BP/E 5145.6 - Parental Notifications  
BP 6162.5 - Student Assessment  
BP/AR 6171 - Title I Programs

Minutes: Adopt the Board Policies, Administrative Regulations and Exhibits as presented for a second reading.

Policy 1312.3 Section 5 missing parenthesis at end.

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

### **3. Agreement Between Campbell Union School District And Santa Clara County Regional Technology Center Of The Santa Clara County Office Of Education For QSS System And Telecommunication Services For The 2018-19 Fiscal Year**

Rationale: The County Office of Education provides districts with on-line payroll and purchasing warrant processing. In addition, they provide the on-line computer accounting software for our accounting records and financial documents. This is a continuation of a relationship that has been on going. The charges for 2018-19 represent a \$11,319.50 increase over 2017-18. This year, we have also added Dark Fiber connection and equipment to the agreement, which was previously provided by Comcast.

Financial Impact: BUDGET: General Fund  
IMPACT TO GENERAL FUND: \$159,311.50

Minutes: Approve the agreement between the District and the Santa Clara County Regional Technology Center of the Santa Clara County Office of Education for QSS System and Telecommunications Services for the 2018-19 fiscal year.

### **4. Authorization To Purchase Classroom Furniture**

Rationale: We will be purchasing furniture to be placed in various classrooms throughout the District during the summer and to have on hand throughout the year. Furniture to be purchased includes 270 student chairs, 16 teacher chairs, 180 student desks, 13 activity tables, and 16 bookcases.

Financial Impact: SOURCE OF FUNDS: Measure CC  
IMPACT TO BUDGET:\$75,779.15

Minutes: Authorize Administration to purchase classroom furniture from Virco through a piggyback bid from US Communities, a national joint purchasing alliance, in an amount estimated at \$75,779.15.

### **5. Authorization To Purchase Playground Equipment For CSI**

Rationale: We will be purchasing five different sets of playground equipment for CSI, which includes equipment for an outdoor seating area, a set for Pre-K, a set for Kinder, a set for first through third grade, and a set for fourth through sixth grade.

Financial Impact:

SOURCE OF FUNDS: Measure CC IMPACT TO BUDGET:

Outdoor benches	\$13,969.09
Pre-K	\$39,550.63
Kinder	\$74,825.32
Primary	\$102,186.42
4th-6th	\$87,800.26
Total	\$318,331.72

Minutes: Authorize Administration to purchase playground equipment for CSI from GameTime through a piggyback bid from US Communities, a national joint purchasing alliance, in an amount estimated at \$318,331.72.

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

### **6. Resolution 2017-18-35, 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. The list of personnel previously authorized remain in effect, but has been updated to include the new Director of Finance.

Minutes: Adopt Resolution 2017-18-35, naming Superintendent Shelly Viramontez, Deputy Superintendent James Crawford, and Nelly Yang, Director of Fiscal Services as the authorized signatories for transactions with the State of California Office of Public School Construction.

### **7. Expenditure And Purchase Order Reports April 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 April 2018  
Warrant Report for April 2018  
Purchase Order Report for April 2018

### **8. Personnel Report**

Minutes: Approve the Personnel Report and Addendum as submitted.

### **9. Field Trip Request - Monroe Middle School Band to Santa Teresa High School and Great America**

Rationale: Students in the Monroe 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: 1:5 The students will be chaperoned by Jay Mason, Monroe Middle School Music Instructor, and parents.

Transportation: Transportation will be by district bus. The bus will be funded by the Friends of Monroe Music Booster Club.

Minutes: Approve the field trip request for approximately thirty-five seventh and eighth grade students from Monroe Middle School to participate in the "Music in the Park" festival ceremony that will begin at Santa Teresa High School and end at Great America Amusement Park in Santa Clara on Saturday, May 19, 2018.



### 13. ACTION ITEMS - REGULAR AGENDA

#### 1. Authorization to Purchase Instructional Materials for Rosemary Elementary School

Rationale: Under Education Code 20118.3 the Governing Board of any school district may purchase supplementary textbooks, library books, educational films, audiovisual materials, test materials, workbooks, instructional computer software packages, or periodicals in any amount needed for the operation of the schools of the district without taking estimates or advertising for bids. Education Codes 60000, 60001, 60002, and 60422 determine the process for the adoption of instructional materials in California schools. For this proposed adoption Rosemary began studying the EL Foundational Skills Curriculum in September of 2017. The steps taken by school personnel include: Communication with other EL Education network schools An in depth study of Amplify and EL curricula by the Equity TOSA EL Education staff made materials made available to teachers for review Instructional Leadership Team reviewed data from schools around the country who are implementing the curriculum. The Kindergarten team piloted one unit of the curriculum. A team of teachers participated in a conference call with one of creators of the curriculum. The Equity TOSA and Principal facilitated study sessions with each grade-level team to explore, ask questions, and provide feedback. The Instructional Leadership team representatives discussed the options with their grade-level teams. April 18, 2018 Instructional Leadership Team votes unanimously to recommend the adoption of the EL Education English Language Arts Curriculum to the Instructional Services Department. The Equity TOSA and the Principal met and presented the proposal to the Instructional Services Department. The Director of Instructional Services, Edna Laskin, and the Rosemary School Principal, Brian Schmaedick, will present to the Governing Board the recommendation to adopt and purchase EL Education English Language Arts Curriculum for grade Kindergarten through 5th.

**Motion Passed:** Approve the adoption of EL Education English Language Arts Curriculum for grades Kinder through 5th at Rosemary School in the amount of \$46,000.00.

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

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

Financial Impact: SOURCE OF FUNDS: Rosemary Base Allocation, Rosemary Site/Supplemental

Minutes: Rosemary Principal Brian Schmaedick and staff member, Kathleen Leclair, presented the recommendation to adopt and purchase the EL Education English Language Arts Curriculum for K-5th Grade.

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

#### 2. Campbell Union School District 3 Year Expulsion Plan

Rationale: The California Department of Education and Educational Code mandates that every three years districts and county office of educations update their Expulsion Plan. Our current plan expires July 1, 2018. Director of School Service, Rosanna Palomo, will present an overview of the CUSD Expulsion Plan.

**Motion Passed:** Approve the Campbell Union School District 3 Year Expulsion Plan.

Passed with a motion by Danielle Cohen and a second by Richard Nguyen.

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

Minutes: Director School Services, Rosanna Palomo, presented an overview of the CUSD 3 Year Expulsion Plan to the Governing Board.

#### 3. Award Of Bid: Floor Covering Replacement-Campbell Middle School

Rationale: The District will be replacing the carpet in various rooms throughout the school in preparation for the opening of CSI.

**Motion Passed:** Award the bid for Floor Covering Replacement-Campbell Middle School to J.B. Jordan, Inc. with the low bid of \$19,995.00.

Passed with a motion by Michael Snyder and a second by Danielle Cohen.

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

Financial Impact: SOURCE OF FUNDS: MEASURE CC

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

#### 4. Resolution 2017-18-36 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 2017-18-36 Compensation Of Board Member For Absence Due To Hardship under Education Code Section 35120(c) for Absence. Passed with a motion by Danielle Cohen and a second by Richard Nguyen.

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

#### 5. Resolution 2017-18-38 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 2017-18-38 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 Michael Snyder.

Absent	Pablo Beltran
Yes	Danielle Cohen
Abstain	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.

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 23, 2018	Regular Session
September 13, 2018	Regular Session
September 27, 2018	Regular Session
October 25, 2018	Regular Session
November 15, 2018	Regular Session
December 6, 2018	Regular Session

Minutes: Upcoming calendar dates were reviewed. The June 7, 2018 Governing Board meeting will call to order at 5:30 p.m.

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

Rationale:

June 7

Department Update - Family Engagement Update

LCAP Pres - Village School

June 21

Attendance, Academic & Suspension Discrepancies Hispanic Male Follow Up

LCAP/SPSA Presentations Marshall Lane Elementary School

Minutes: Future agenda items were reviewed with no additions.

#### **16. 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 16.

#### **17. ADJOURNMENT**

Minutes: The meeting was adjourned at 9:58 p.m.

Submitted by:

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Shelly Viramontez, Ed.D.  
Superintendent

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Richard Nguyen  
Clerk