



GOVERNING BOARD

December 06, 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:

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. Confer with Labor Negotiator Lena Bundtzen re: C.E.T.A. & C.S.E.A. CH 868 Negotiations (Govt. Code 3549.1 & 54957.6)
2. Conference with Legal Counsel - Anticipated Litigation (Govt. Code 54956.9(d)(2)) One matter
3. Conference with Legal Counsel Existing Litigation (Govt. Code 54956.9(d)(1))- Summerhill
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 7:03 p.m.

4. FLAG SALUTE

Minutes: The flag salute was led by Sherman Oaks student Viola Olowofela.

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 Pablo Beltran and a second by Michael Snyder.

Yes Pablo Beltran

Yes Danielle Cohen

Yes Thomas Gemetti

Yes Richard Nguyen

Yes Michael Snyder

6. REPORT OF ACTION TAKEN IN CLOSED SESSION

Minutes: There was no action taken in closed session.

7. ORGANIZATION OF THE GOVERNING BOARD

1. Election of 2019 Officers

Rationale: Pursuant to Education Code Section 35143, the Governing Board must hold an organizational meeting annually for the purpose of electing officers to serve for the ensuing year. Officers of the Board shall include President, Vice President and Clerk. The office of President and Clerk shall be filled by nomination and require a majority vote of the members of the Board. (Education Code 35022, 35143) To maximize Board effectiveness, it is the practice of the Governing Board that the Office of President, Vice President and Clerk shall be filled by bi-annual rotation (i.e., Clerk to Vice President; Vice President to President) dependent upon Board approval. Any Board member may decline to hold a particular office. The vacancy will then be filled by nomination and require a majority vote of the members of the Board. In the event a change occurs in the membership of the board, because of board elections, resignations, etc., then elections for the vacant offices will be by nomination and require a majority vote of the members of the board.
Board Bylaw 9100

Motion to Amend Passed: To amend the motion from: "The office of Board President, and Clerk will be filled by election. As per Board Bylaw 9100 (bi-annual rotation), Richard Nguyen shall fill the office of Vice President. " to: "The office of Board President and Clerk will be filled by election. Elect Pablo Beltran as Clerk of the Board. "

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

7. ORGANIZATION OF THE GOVERNING BOARD (continued)

1. Election of 2019 Officers (continued)

Subsidiary Motion Passed: Elect Michael L. Snyder as President of the Board. As per Board Bylaw 9100 (biannual rotation) Richard Nguyen shall fill the office of Vice President.

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
Yes Michael Snyder

2. Certificate of Elections Facts And Request to Fill Vacant Office By Appointment

Rationale: A Certification of Election Facts was received from the County of Santa Clara Registrar of Voters certifying that Campbell Union School District had qualified unopposed candidates for Governing Board Member and directed the district to seat the qualified persons at the organization meeting of the board.

Motion Passed: Accept the Certificate Of Election Facts And Request To Fill Vacant Office By Appointment and seat the qualified person at the organizational meeting of the board.

Passed with a motion by Pablo Beltran and a second by Thomas Gemetti.

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

3. Oath of Office - Three Board Members

Rationale: The Oath of Office will be administered to Danielle Cohen, Chris Miller and Richard Nguyen by Superintendent Viramontez.

Minutes: The Oath of Office was administered to three Board Members, Danielle M.S. Cohen, Chris Miller and Richard Nguyen by Superintendent Shelly Viramontez.

Outgoing Board Member, Thomas Gemetti, left the meeting at 7:16 p.m.

Incoming Board Member, Chris Miller, joined the meeting at 7:16 p.m.

4. Reception

Rationale: A brief reception will immediately follow the Oath of Office.

Minutes: The Governing Board adjourned for a brief reception at 7:17 p.m.

The Governing Board reconvened to regular session at 7:31 p.m.

5. 2019 Board Meeting Calendar

Rationale: The attached proposed Board Meeting Calendar for 2019 is based upon a schedule whereby meetings are held approximately every three weeks. Meeting dates have been scheduled to comply with budget and LCAP deadline requirements. As in the past, one meeting is scheduled during the month of December due to holiday conflicts. One meeting is recommended during the month of July to facilitate vacation scheduling for Board Members and staff.

Minutes: Adopt the proposed Board Meeting Calendar for 2019 as submitted, and direct the Superintendent to notify staff, schools, and community of scheduled meeting dates.

Board vote: 5 Yes (Beltran, Cohen, Miller, Nguyen, Snyder)
0 No, 0 Abstain, 0 Absent, 0 Recuse.
Passed with a motion from Chris Miller and a second by Pablo Beltran.

6. Governing Board Subcommittee Assignments

Rationale: The Board will review current Board Subcommittee assignments and determine assignments for 2019.

Current Subcommittee assignments for 2018:

Budget	Cohen	Gemetti
Facilities & Technology	Cohen	Snyder
Intergovernmental	Gemetti	Snyder
Parent Engagement	Beltran	Nguyen
Policy	Beltran	Gemetti
Special Programs	Cohen	Snyder
Teaching & Learning	Beltran	Nguyen

Minutes: The following subcommittee assignments were approved for 2019:

Budget - Cohen, Snyder
Facilities & Technology - Cohen, Nguyen
Intergovernmental - Nguyen, Snyder
Parent Engagement - Beltran, Nguyen
Policy - Beltran, Miller
Special Programs - Beltran, Snyder
Teaching & Learning - Cohen, Miller

Board vote: 5 Yes (Beltran, Cohen, Miller, Nguyen, Snyder)
0 No, 0 Abstain, 0 Absent, 0 Recuse.
Passed with a motion from Danielle Cohen and a second by Chris Miller.

8. DISCUSSION ITEM - Governance Team Protocols

Rationale: Superintendent Shelly Viramontez will lead a discussion in reviewing the Governing Board protocols.

Minutes: Superintendent Viramontez reviewed Governance Team Protocols. Governing Board retreat was requested in six months.

9. REPORTS OF THE GOVERNING BOARD

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

Minutes: Governing Board Members reported on activities and meetings attended on behalf of the district.

2. Subcommittee Reports

Minutes: The Governing Board reported on the following subcommittees:

Intergovernmental City of Campbell
Policy

10. REPORTS OF THE SUPERINTENDENT

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

Intergovernmental City of Campbell Meeting
Superintendent's Executive Leadership Forum
California School Boards Association AEC Conference
Policy Subcommittee Meeting
Santa Clara County Office of Education Continuous Improvement Network Meeting

11. COMMUNICATIONS

1. Written Communications

Minutes: There were no written communications.

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: Village School staff member, Roberta Hendryx addressed the Governing Board regarding staff parking at Village School.

12. INFORMATION AND POSSIBLE ACTION ITEMS

1. LCAP Presentation - Sherman Oaks Elementary School

Rationale: Principal, Marco Chavez and Assistant Principal, Pablo Viramontez of Sherman Oaks Elementary School will present an update on their Local Control and Accountability Plan goals to the Governing Board.

Minutes: Sherman Oaks Principal, Marco Chavez and Assistant Principal Pablo Viramontes presented an update on the Sherman Oaks Local Control and Accountability Goals to the Governing Board.

12. INFORMATION AND POSSIBLE ACTION ITEMS (continued)

2. Measure CC Financial and Performance Audit

Rationale: With the approval of bond funds, the District is required to conduct an annual independent audit of all expenditures used for the construction of projects and all proceeds from the sale of bonds. The Administration is satisfied with the results of the audit by Vavrinek, Trine, Day & Co., Certified Public Accountants (VTD). Joyce Peters from VTD will be in attendance to answer any questions.

Minutes: Joyce Peters of Vavrinek, Trine, Day & Company, presented the Measure CC Financial and Performance Audit.

The Governing Board accepted the Measure CC Financial and Performance Audit for fiscal year 2017-2018 as submitted.

Board vote: 5 Yes (Beltran, Cohen, Miller, Nguyen, Snyder)

0 No, 0 Abstain, 0 Absent, 0 Recuse.

Passed with a motion from Richard Nguyen and a second by Chris Miller.

3. Measure G Performance Audit

Rationale: With the approval of bond funds, the District is required to conduct an annual independent audit of all expenditures used for the construction of projects and all proceeds from the sale of bonds. The Administration is satisfied with the results of the audit by Vavrinek, Trine, Day & Co., Certified Public Accountants (VTD). Joyce Peters from VTD will be in attendance to answer any questions.

Minutes: Joyce Peters of Vavrinek, Trine, Day & Company, presented the Measure G Performance Audit.

The Governing Board accepted the Measure G Performance Audit for fiscal year 2017-2018 as submitted.

Board vote: 5 Yes (Beltran, Cohen, Miller, Nguyen, Snyder)

0 No, 0 Abstain, 0 Absent, 0 Recuse.

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

12. INFORMATION AND POSSIBLE ACTION ITEMS (continued)

4. 2017-18 Audit Report

Rationale: To encourage sound fiscal management practices, the District is required to perform an annual audit of all funds under our jurisdiction and control. Vavrinek, Trine, Day & Co., Certified Public Accountants (VTD) has found no material weakness in the financial operations of the District for the 2017-18 school year. The Administration is satisfied with the results of the audit. Joyce Peters of VTD will be in attendance to answer any questions. Upon acceptance of the 2017-18 Audit Report, copies of the report will be forwarded to: State Department of Education, Fiscal Policy Division State Department of Finance, Controller's Office SCCOE, District Business Services

Minutes: Joyce Peters of Vavrinek, Trine, Day & Company, presented the Campbell Union School District 2017-2018 Audit Report.

The Governing Board accepted the 2017-2018 Audit Report as submitted.

Board vote: 5 Yes (Beltran, Cohen, Miller, Nguyen, Snyder)

0 No, 0 Abstain, 0 Absent, 0 Recuse.

Passed with a motion from Danielle Cohen and a second by Chris Miller.

5. First Interim Report

Rationale: Pursuant to AB 1200, the Governing Board must receive and review the quarterly report for the period ending October 31, 2018 in order to certify the District's ability to meet its financial obligations for the remainder of the current fiscal year and its multi-year financial commitments. To make such a determination, cash and fund balance projections must be included as part of the report. (See the First Interim Report.)The attached report addresses the current status of the District's operating funds and projections of income and expense for all of 2018-2019 based on the State budget and other information available as of October 31, 2018.The Assistant Superintendent of Administrative Services and the Director of Business Services will present to the Governing Board the First Interim Report.

Minutes: Assistant Superintendent Administrative Service, Nelly Yang and Director Fiscal Services, Maria Liu presented the Campbell Union School District First Interim Report to the Governing Board.

The Governing Board received and reviewed the First Interim Report and authorized the Board President to sign a positive certification.

Board vote: 5 Yes (Beltran, Cohen, Miller, Nguyen, Snyder)

0 No, 0 Abstain, 0 Absent, 0 Recuse.

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

12. INFORMATION AND POSSIBLE ACTION ITEMS (continued)

6. Proposed Revised Board Policies And Administrative Regulations- First Reading

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

BP 0415 – Equity
BP 0420.42 - Charter School Renewal
BP 1020 - Youth Services
BP 1100 - Communication with the Public
BP/AR 1330 - Use of School Facilities
BP 1400 - Relations Between Other Governmental Agencies and the Schools
BP 3290 - Gifts, Grants and Bequests
BP/AR 3312.2 - Educational Travel Program Contracts
BP/AR 3320 - Claims and Actions Against the District
AR 3460 - Financial Reports and Accountability
BP 3515.21 - Unmanned Aircraft Systems (Drones)
BP 4140/4240/4340 - Bargaining Units
AR 4157.2/4257.2/4357.2 – Ergonomics
BP 5030 Student Wellness
AR 5141.32 - Health Screening for School Entry
BP/AR 5144.1 - Suspension and Expulsion/Due Process
BP/AR 5148.3 - Preschool/Early Childhood Education
BP/AR 6145.2 - Athletic Competition
BP 6170.1 - Transitional Kindergarten
BP/AR 6174 - Education for English Learners
BP 6190 - Evaluation of the Instructional Program
BB 9110 - Terms of Office
BB 9310 - Board Policies
BP 2210 Administrative Discretion Regarding Board Policy

Minutes: The Governing Board reviewed the following Board Policy, Administrative Regulation and Exhibits as presented for a first reading. No action was taken.

13. ACTION ITEMS - CONSENT AGENDA

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

Minutes: The Governing Board approved the consent agenda.

Board vote: 5 Yes (Beltran, Cohen, Miller, Nguyen, Snyder)
0 No, 0 Abstain, 0 Absent, 0 Recuse.

Passed with a motion from Richard Nguyen and a second by Chris Miller.

13. ACTION ITEMS - CONSENT AGENDA (continued)

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.

\$350.00 donated by Salesforce.org to Marshall Lane Elementary to be used for educational programs.

\$400.00 donated by Applied Materials Foundation to Castlemont Elementary to be used for educational programs.

\$35,801.00 donated by Marshall Lane Elementary PTA to Marshall Lane Elementary to be used for STEAM Lab Aide and supplies.

\$2,000.00 donated by NVIDIA to Capri Elementary to be used for educational programs.

Minutes: Accept the donations as presented.

\$350.00 donated by Salesforce.org to Marshall Lane Elementary to be used for educational programs.

\$400.00 donated by Applied Materials Foundation to Castlemont Elementary to be used for educational programs.

\$35,801.00 donated by Marshall Lane Elementary PTA to Marshall Lane Elementary to be used for STEAM Lab Aide and supplies.

\$2,000.00 donated by NVIDIA to Capri Elementary to be used for educational programs.

2. Overnight Field Trip Request: Outdoor Science Program - Monroe Middle School, Rolling Hills Middle School and Village School

Rationale: The fifth grade students from Village School and the sixth grade students from Monroe Middle School and Rolling Hills Middle School are requesting Governing Board approval to attend the Walden West Outdoor Science Program.

Schools Attending	Dates Attending	Estimated Number of Students	Number of Teachers
Rolling Hills	January 15-18, 2019	170	8*
Rolling Hills	January 22-25, 2019	170	9*
Monroe	March 4-8, 2019	130	5*
Monroe	March 11-15, 2019	130	4*
Village	March 25-29, 2019	36	4*

The pending trips not in compliance with adult to student ratio will be supplemented by Walden West staff to meet the required ratio.

Financial Impact: Funding Source: The students from all three schools have been earning money for this project through various fundraisers, donations, and parent support. Transportation: Transportation will be by district school bus.

Minutes: Approve the participation of fifth grade students from Village School and sixth grade students from Monroe Middle School and Rolling Hills Middle School to attend the Walden West Outdoor Science School Program in Saratoga, California.

13. ACTION ITEMS - CONSENT AGENDA (continued)

3. Field Trip Request - Rolling Hills Middle School Students to the Future City Regional Competition

Rationale: Students in the STEAM classes at Rolling Hills Middle School had the opportunity to design a city using SimCity software, as well as a table top model. The theme is for students to design and innovate city wide systems for their future city. The competition also requires students to design a system that is safe, environmentally sound and energy efficient for the citizens within their city limits. The students will have the opportunity to compete with other schools and present their finished product of a city that they have designed at this Northern California Regional competition.

Ratio: 1:5 Transportation: Transportation will be provided by district bus.

Minutes: Approve the field trip requests for approximately twenty eight students from Rolling Hills Middle School to participate in the "Future City" competition in Sacramento, California on January 26, 2019.

4. Personnel Report

Minutes: Approve the Personnel Report and Addendum as submitted.

5. Addendum to Agreement between District and Rhythm and Moves, Inc., for the 2018-2019 school year

Rationale: Rhythm and Moves Inc. provides students Physical Education and Music instruction while classroom teachers are on preparation time. On August 22, 2018, the Board approved the Rhythm and Moves contract for the 2018-2019 school year. Since the initial agreement, it has been determined that the actual instructional programs can be reduced. This addendum is to reduce the original contract agreement by \$18,540.00.

Financial Impact: Reduction of \$18,540

Minutes: Approve the Addendum to the Agreement with Rhythm and Moves, Inc. for the 2018-2019 school year.

13. ACTION ITEMS - CONSENT AGENDA (continued)

6. Authorization to Purchase Computers

Rationale: As part of our ongoing technology plan and to continue to improve teaching processes, providing students and teachers with access to current and emerging technologies is critical to our continued success. We are requesting to move up our Chromebook purchase this year to help counteract tariffs that are set to take effect on January 1, 2019, which could increase prices anywhere between \$27,000 and \$76,500, depending on the quantity and units we select. We would typically place our Chromebook orders in April; however, to lock in the current prices, we will need to make the purchase by December 7, 2018. These 900 units will go towards 6th Grade participants in the Web to One program for 2019-20, as well as replacing some of our End of Life devices that have been in use since 2014-15. It is recommended that the Governing Board authorize the purchase of 900 Chromebooks and management licenses from CDW-G's piggyback bid #2018011-01 with the National IPA Technology Solutions Education, a joint purchasing cooperative. SOURCE OF FUNDS: Technology
BUDGET: \$266,068.04

Minutes: Authorize Administration to purchase 900 Chromebooks and management licenses from CDW-G in an amount estimated at \$266,068.04.

7. Appoint New Member: Citizens Bond And Parcel Tax Oversight Committee

Rationale: Once certain bond measures pass in California, state law requires the District School Board to appoint an "independent citizens oversight committee to oversee the expenditures and uses of bond revenues, and then report their findings to the public." (Board Policy and Administrative Regulation 7214, General Obligation Bonds) The purpose of these committees is to review district spending and ensure that bond revenues are used only for the purpose set before the voters in the wording of Measures G and CC as they appeared on the ballots. Under Section 15282(a) of the Education Code, the committees must have at least seven members who serve for a term of two years without compensation and for no more than three consecutive terms. These members must represent specific segments of the community: a business organization in the community, a community senior citizens organization, a representative of a bona fide taxpayers organization, a parent/guardian of at least one child enrolled in the District, as well as a parent who is an active member in a District parent-teacher organization.

Minutes: Appoint Robert L. Lowry, who resides within the District boundaries and is a member of the Senior citizens' organization, to the Citizens' Bond and Parcel Tax Oversight Committee, effective December 6, 2018.

14. ACTION ITEMS - REGULAR AGENDA

1. Enrollment Projections and School Site Capacities for the 2019-2020 School Year

Rationale: The Assistant Superintendent of Administrative Services will present the 2019-20 site capacity and revised enrollment projections. The projected school capacities for the 2019-20 school year were based on the attached data.

Minutes: The Governing Board approved the school site capacities for the 2019-20 school year as presented.

Board vote: 5 Yes (Beltran, Cohen, Miller, Nguyen, Snyder)
0 No, 0 Abstain, 0 Absent, 0 Recuse.

Passed with a motion from Pablo Beltran and a second by Chris Miller.

2. Minutes Regular Session November 15, 2018

Minutes: The Governing Board approved the minutes of the Regular Session November 15, 2018.

Board vote: 3 Yes (Cohen, Nguyen, Snyder)
0 No, 2 Abstain (Beltran, Miller), 0 Absent, 0 Recuse.

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

3. Resolution 2018-19-27 Compensation For Members Of The Governing Board Under Education Code Section 35120(c) For Absence Due To Hardship

Minutes: The Governing Board adopted Resolution 2018-19-27 Compensation For Members Of The Governing Board Under Education Code Section 35120(c) For Absence Due To Hardship.

Board vote: 4 Yes (Cohen, Miller, Nguyen, Snyder)
0 No, 1 Abstain (Beltran), 0 Absent, 0 Recuse.

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

15. UPCOMING CALENDAR DATES

Rationale: Under Item 7.4 the Governing Board will review the proposed Governing Board Meeting dates for 2019.

Minutes: Upcoming calendar dates for 2019 were reviewed under Item 7.4.

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

Rationale:

TBD - DStudio Roll Out/Update On Use Examples
ELD Integration and How It Works
Web To One Update

Minutes: Future agenda items were reviewed:

TBD - DStudio Roll Out/Update On Use Examples
ELD Integration and How It Works
Web To One Update

17. CLOSED SESSION

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

Minutes: Governing Board President, Michael Snyder, announced the Governing Board would reconvene to closed session upon adjournment of the regular session at 10:23 p.m. in order to review items listed under agenda Item 2.

18. ADJOURNMENT

Minutes: The meeting was adjourned at 11:25 p.m.

Submitted by:

Shelly Viramontez, Ed.D.
Superintendent

Pablo A. Beltran, Clerk