



GOVERNING BOARD

March 07, 2019

**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
Chris Miller
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, Michael Snyder, 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. Public Employee Discipline/Dismissal/Release/Complaint (Govt. Code 54957)
4. 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

Minutes: The flag salute was led by Castlemont students Adan Aguiniga, Barron Davis and Desmond Reed. The students performed a song from the play Aristocats.

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 Danielle Cohen and a second by Richard Nguyen.

- Yes Pablo Beltran
- Yes Danielle Cohen
- Yes Chris Miller
- Yes Richard Nguyen
- Yes Michael Snyder

6. REPORT OF ACTION TAKEN IN CLOSED SESSION

Minutes: There was no action taken in closed session.

7. 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 activities attended on behalf of the District.

2. Subcommittee Reports

Minutes: The Governing Board reported on the following subcommittees:

Special Programs

8. REPORTS OF THE SUPERINTENDENT

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

School Linked Services Executive Steering Committee
Rolling Hills Middle School Exhibitions
Cross District Data Sharing Meeting
Santa Clara County Office Of Education Continuous Improvement Network
ACSA Mental Wellness Taskforce
Santa Clara County Office Of Education Digital Design Event
Instructional Leadership Team Meetings: Rolling Hills/Monroe Middle Schools
Dictionary Day
San Jose State University Panel For Potential Administrators
Budget Presentations: All Campbell Union School District Sites

9. COMMUNICATIONS

1. Written Communications

Minutes: Thank you card to Campbell Union School District employees from student Alonso Joaquin Rosas for their help when he was feeling ill.

Memo from Santa Clara County Superintendent of Schools, Dr. Mary Ann Dewan, announcing the appointment of Baltazar Lopez to fill one of the two vacancies on the Santa Clara County Committee On School District Organization in Supervisorial District 2.

9. COMMUNICATIONS (continued)

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.

10. INFORMATION AND POSSIBLE ACTION ITEMS

1. Local Control and Accountability Plan (LCAP) Presentation – Castlemont Elementary School

Rationale: 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 Elementary Principal, Eric Brown; Vice Principal, Cathy McAvoy and Equity TOSA Crista Norum presented an update on the Local Control Accountability Plan goals.

2. CSI Traffic Study And Parking Lot Concerns

Rationale: Crawford School Business Consulting, Aedis Architects, Carroll Engineering and W-Trans Engineers will present the Campbell School of Innovation traffic study and discuss the overall concerns regarding adding an ingress or egress to the school parking lot.

Motion Passed: Review the information regarding the CSI traffic study, school parking lot overall concerns, and the options for supporting student safety and efficiency for drop-off/pick-up; and Approve Parking Lot Improvement Alternative 3B. Passed with a motion by Chris Miller and a second by Pablo Beltran.

Yes Pablo Beltran
Yes Danielle Cohen
Yes Chris Miller
Yes Richard Nguyen
Yes Michael Snyder

Minutes: James Crawford, Crawford School Business Consulting; Michelle Netzley, Aedis Architects; Kenny Jeong, W-Trans and Matthew Martus, Carroll Engineering presented the results of the Campbell School Of Innovation traffic study and parking lot improvement plans for ingress and egress to the school.

10. INFORMATION AND POSSIBLE ACTION ITEMS (continued)

3. CSI Enrollment And Summer Construction Projects

Rationale: The Manager of Student Information and the Construction Manager will present an update on Campbell School of Innovation's enrollment and summer construction projects.

Minutes: Manager Student Information, Shelley Rae Wedel and Construction Manager, Doug Williams presented an update on the Campbell School Of Innovation's enrollment and construction projects for Phase 1B.

4. Strategic Plan

Rationale: Superintendent Shelly Viramontez will present a summary of the Superintendent Student Advisory Committee meeting to the Governing Board. This report supports LCAP Goal 4 - Fully engage parents/guardians, students and the community in support of student educational outcomes.

Minutes: Superintendent Shelly Viramontez provided an update on district and school level actions as a result of the December 2018 ThoughtExchange Survey. Superintendent Viramontez also shared the feedback and process of the survey results with the Superintendent Student Advisory Council members.

11. 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 Chris Miller
Yes Richard Nguyen
Yes Michael Snyder

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.

\$723.11 donated by Marshall Lane Elementary School PTA to Marshall Lane Elementary School to be used for color printer.

\$3,382.38 donated by Assistance League of Los Gatos-Saratoga to Campbell Union School District to be used for dictionaries for Dictionary Day 2019.

Minutes: Accept the donations as presented.

\$723.11 donated by Marshall Lane Elementary School PTA to Marshall Lane Elementary School to be used for color printer.

\$3,382.38 donated by Assistance League of Los Gatos-Saratoga to Campbell Union School District to be used for dictionaries for Dictionary Day 2019.

11. ACTION ITEMS - CONSENT AGENDA (continued)

2. Minutes Regular Session February 7, 2019

Minutes: Approve the minutes of the Regular Session February 7, 2019.

3. Resolution 2018-19-32, Resolution Proclaiming April 2019 Public Schools Month

Rationale: All District schools will be encouraged to recognize this significant tribute to public education.

Minutes: Adopt Resolution 2018-19-32, Resolution Proclaiming April 2019 Public Schools Month.

4. Resolution 2018-19-31 - Castlemont Infant License Application

Rationale: The District is recommending the addition of one infant classroom at the Castlemont Elementary beginning June 13, 2019 due to Rosemary Elementary site construction resulting in relocation of all infants to another licensed site. Application will be submitted for capacity of 16 children ages 0-2 years of age.

Minutes: Adopt Resolution 2018-19-31 - Castlemont Infant License Application.

5. Expenditure And Purchase Order Reports January 2019

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 January 2019
Warrant Report for January 2019
Purchase Order Report for January 2019

6. Resolution 2018-19-37, Disposition of Surplus Property

Rationale: Attached is a Resolution and an itemized list of surplus property that is no longer needed for school purposes and will be sold at a public auction in accordance with Education Code Sections 17545 and 17546.

Minutes: Adopt Resolution 2018-19-37, Disposition of Surplus Property.

7. Resolution 2018-19-33 To Establish February 21, 2020 As The Observation Date For President Lincoln's Birthday

Rationale: Education Code 37220 (e) attached, allows Governing Boards, by adoption of a resolution, to revise certain holidays established by this same Education Code. The observance of President Lincoln's Birthday will fall on February 21, 2020.

Minutes: Approve Resolution 2018-19-33 to establish February 21, 2020 as the observation date for President Lincoln's birthday.

11. ACTION ITEMS - CONSENT AGENDA (continued)

8. Personnel Report

Minutes: Approve the Personnel Report and Addendum as submitted.

9. Resolution 2018-19-36, Establish Tie-Breaking and Skipping Criteria for Decrease in Certificated F.T.E. due to a Reduction or Discontinuance of Particular Kinds of Services and Release or Reassignment of Administrators

Rationale: In order to prepare for proposed budget cuts, employees will need to receive layoff notices for reduction in service. Attached is the tie-breaking and competency standard (skipping) criteria that will be established to determine order of layoff. It is necessary to establish tie-breaking and skipping criteria pursuant to Education Code section 44955.

Tie-Breaking: Tie-breaking criteria will provide a basis for ordering employees with the same seniority date. The District will determine the order of layoff based on the needs of the District and students.

Skipping Criteria: A district may deviate from seniority order if it can demonstrate a specific need that others with more seniority do not possess. (Ed. Code 44955(d)(1); i.e. bilingual, credentialed, etc.).

Minutes: Adopt Resolution 2018-19-36, Establish Tie-Breaking and Skipping Criteria for Decrease in Certificated F.T.E. due to a Reduction or Discontinuance of Particular Kinds of Services and Release or Reassignment of Administrators.

10. Resolution 2018-19-34, Release and/or Reassignment of Certificated Administrators

Rationale: In consideration of the pending budget, adjustments for the next school year the District may need to reduce certificated administrators. According to Education Code 44951, a certificated employee requiring an administrative or supervisory credential must be notified by March 15th that s/he may be released and/or reassigned from his/her position for the following school year or s/he shall be continued in the position.

Minutes: Adopt Resolution 2018-19-34, Resolution of Release and/or Reassignment of Certificated Administrators.

11. Resolution 2018-19-35 to Decrease Certificated F.T.E. due to a Reduction or Discontinuance of Particular Kinds of Services

Rationale: As a result of the Governor's January budget proposal, and/or to operate at a level of efficiency for the 2019-20 school year, adjustments to the District budget of approximately two million dollars may be necessary. Therefore, we will need to reduce particular kinds of services. According to Education Code, certificated employees need to be notified by March 15th of layoffs, even though the total effects of the drop in revenues will not be finalized until June or later. As a result, the district must plan for potential layoff decisions now, before funding levels are finalized.

Minutes: Adopt 2018-19-35 to Decrease Certificated F.T.E. due to a Reduction or Discontinuance of Particular Kinds of Services.

11. ACTION ITEMS - CONSENT AGENDA (continued)

12. Notice of Recommendation for Non-Reelection of Probationary Certificated Employees for the 2019-2020 School Year

Rationale: In accordance with Education Code Section 44929.21(b): "The Governing Board shall notify the employee, on or before March 15 of the employee's second complete consecutive school year of employment by the district in a position or positions requiring certification qualifications of the decision to reelect or not reelect the employee for the next succeeding school year to the position." The Administration has reviewed the employment status of the non-management certificated personnel affected.

Minutes: Direct the Administration to notify the appropriate employees of its decision to not reelect such employees for employment for the 2019-2020 school year in accordance with Education Code Section 44929.21(b).

13. Field Trip Request: Rolling Hills Middle School Choir Students to Music Festival at Gilroy High School

Rationale: The students in the Rolling Hills Middle School choir program will have the opportunity to attend the Music Festival for feedback on pieces that they have been working on for several months. Students will work with Clinicians to perfect their pieces and get valuable feedback on their performances. The feedback will be an essential part of the Music Festival and will focus on how the choir students can improve and become better artists and musicians. Chaperone Ratio: 1:10The students will be chaperoned by Patrick Aguayo, Rolling Hills Middle School Choir Instructor and parents. Transportation: Transportation will be by district bus. The bus will be funded by the Rolling Hills Middle School Music Boosters Club.

Minutes: Approve the field trip request of approximately twenty-eight students from the Rolling Hills Middle School choir program to participate in the Music Festival ceremony that will take place at Gilroy High School on Saturday, March 23, 2019.

12. ACTION ITEMS - REGULAR AGENDA

1. Second Interim Report

Rationale: Pursuant to AB 1200, the Governing Board must receive and review the quarterly report for the period ending January 31, 2019 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 January 31, 2019.

Motion Passed: 1) Receive and review the Second Interim Report; and
2) Authorize the Board President to sign a positive certification.

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

Yes Pablo Beltran
Yes Danielle Cohen
Yes Chris Miller
Yes Richard Nguyen
Yes Michael Snyder

2. California School Boards Association Delegate Assembly Election 2019

Rationale: The Board may select up to six (6) candidates as CSBA Delegate Assembly Representatives to fill six vacancies in Region 20. BACKGROUND: There are twelve nominees in Region 20 for six vacant seats on the CSBA Delegate Assembly:* denotes incumbent

Melissa Baten Caswell (Palo Alto USD)
Danielle Cohen (Campbell Un. SD)*
David Cohen (Berryessa Un. SD)
Lori Cunningham (Cupertino Un. SD)
Van Le (Eastside Un. HSD)
Bonnie Mace (Evergreen SD)*
Reid Myers (Sunnyvale SD)*
Nancy Newkirk (Sunnyvale SD)
Mary Patterson (Morgan Hill USD)*
Andres Quintero (Alum Rock Union SD)*
George Sanchez (Franklin McKinley SD)*
Fiona Walter (Mountain View Los Altos HSD)

Motion Passed: Select the following six (6) candidates as CSBA Delegate Assembly Representatives to fill six vacancies in Region 20 –

Danielle Cohen (Campbell Un.SD),
David Cohen (Berryessa Un. SD),
Bonnie Mace (Evergreen SD),
Reid Myers (Sunnyvale SD),
Mary Patterson (Morgan Hill USD),
George Sanchez (Franklin McKinley SD).

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

Yes Pablo Beltran
Yes Danielle Cohen
Yes Chris Miller
Yes Richard Nguyen
Yes Michael Snyder

12. ACTION ITEMS - REGULAR AGENDA (continued)

3. Award of RFP: Wide Area Network Installation between 14 Sites/Locations

Rationale: The Technology Department at Campbell Union School District strives to keep our network up to date and able to accommodate the growing demands of our student and staff devices. Through the use of the E-Rate Category 1 funding, we can receive significant savings while upgrading the Wide Area Network connecting each Campbell USD campus. These RFPs will ensure the District follows service procurement guidelines set by the State of California and the FCC. This RFP is to select a vendor to upgrade the network connectivity between each Campbell USD campus. The terms of the RFP specify a minimum connectivity speed at each campus of 1 Gbps, with 10 Gbps preferable, and scalable to 20 Gbps.

Motion to Amend Passed: To amend the motion from: "It is recommended that the Governing Board award the RFP for Wide Area Network Installation between 14 Sites/Locations to the company whose proposal scores highest on the Bid Evaluation Matrix. The results will be presented to the Board on March 7, 2019." to: "Award the RFP for Wide Area Network (WAN) to AT&T with the three year cost of \$386,568.00 and authorize the Assistant Superintendent to negotiate a contract."

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

Yes Pablo Beltran
Yes Danielle Cohen
Yes Chris Miller
Yes Richard Nguyen
Yes Michael Snyder

4. Proposed 2019-2020 Employee Work Year Calendar

Rationale: The proposed draft of the Employee Work Year Calendar is submitted for consideration. This draft is based on 180 student days, two teacher workdays, and three professional development days. The designated Winter, Spring and Presidents' Week breaks are aligned with the Campbell Union High School District calendar. Input has been received by Campbell Elementary Teachers' Association (CETA) and California School Employees Association (CSEA) Chapter 868. The Assistant Superintendent of Human Resources will present the proposed draft of the 2019-2020 Employee Work Year Calendar for review and possible adoption.

Motion Passed: Adopt the 2019 - 2020 Employee Work Year Calendar. Passed with a motion by Pablo Beltran and a second by Chris Miller.

Yes Pablo Beltran
Yes Danielle Cohen
Yes Chris Miller
Yes Richard Nguyen
Yes Michael Snyder

Financial Impact: None

13. UPCOMING CALENDAR DATES

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

March 28, 2019

April 25, 2019

May 2, 2019 (Special Session: Data Study)

May 9, 2019

May 23, 2019 (Special Session: Recognition Event)

June 13, 2019

June 27, 2019

July 11, 2019 (If needed)

August 8, 2019

September 5, 2019

September 19, 2019

October 10, 2019

October 24, 2019

November 7, 2019

December 12, 2019

Minutes: Upcoming Calendar Dates were reviewed:

March 26 Governing Board Retreat was added

August 8 Regular Session was rescheduled to August 15

March 28, 2019

April 25, 2019

May 2, 2019 (Special Session: Data Study)

May 9, 2019

May 23, 2019 (Special Session: Recognition Event)

June 13, 2019

June 27, 2019

July 11, 2019 (If needed)

~~August 8, 2019~~

September 5, 2019

September 19, 2019

October 10, 2019

October 24, 2019

November 7, 2019

December 12, 2019

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

Rationale: Future Agenda Items:

April 25 dStudio Rollout Update
May 9 Addressing Student Food Insecurity
June 13 Web To One Update
TBD Mental Health Supports In Our Schools

Minutes: Future Agenda Items were reviewed:

April 25 dStudio Rollout Update
May 9 Addressing Student Food Insecurity
June 13 Web To One Update
TBD Mental Health Supports In Our Schools

15. 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 10:29 p.m. in order to review items listed under agenda Item 2.

16. ADJOURNMENT

Minutes: The meeting was adjourned at 11:14 p.m.

Submitted by:

Shelly Viramontez, Ed.D.
Superintendent

Pablo A. Beltran
Clerk