



## **GOVERNING BOARD**

### **Regular Meeting**

**June 27, 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 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  
Michael Snyder

#### Absent:

Chris Miller  
Richard Nguyen

## 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 7:02 p.m.

## 4. FLAG SALUTE

## 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 Danielle Cohen.

Yes	Pablo Beltran
Yes	Danielle Cohen
Absent	Chris Miller
Absent	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: There were no reports from the governing board.

### **2. Subcommittee Reports**

Minutes: The Governing Board reported on the following subcommittees:  
Policy

## **8. REPORTS OF THE SUPERINTENDENT**

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

Campbell Union School District Innovation Camp  
Policy Subcommittee Meeting  
District End of the Year Picnic  
Superintendent's Summer Institute  
Campbell Police Department Captain Gary Berg

## **9. 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: There were no oral communications.

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

### **1. Strategic Plan - Local Control and Accountability Plan (LCAP) Presentation – Sherman Oaks Elementary School**

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

Minutes: Sherman Oaks Elementary School Principal, Marco Chavez and Assistant Principal, Pablo Viramontes presented an update on the Sherman Oaks Local Control Accountability Plan goals for 2018-19.

### **2. 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/AR 0420.4 - Charter School Authorization  
BP/AR 1312.1 - Complaints Concerning District Employees  
BP/AR 3250 - Transportation Fees  
BP 3510 - Green School Operations  
BP/AR 3511 - Energy and Water Management  
AR 3514 - Environmental Safety  
BP/AR 3540 – Transportation  
BP/AR 3551 Food Service Operations/Cafeteria Fund  
BP 4119.22/4219.22/4319.22 - Dress and Grooming  
BP 5131.2 – Bullying  
BP/AR 5132 - Dress and Grooming  
BP/AR 6142.1 - Sexual Health and HIV/AIDS Prevention Instruction  
BP 6142.6 - Visual and Performing Arts Education

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

BP/AR 0420.4 - Charter School Authorization  
BP/AR 1312.1 - Complaints Concerning District Employees  
BP/AR 3250 - Transportation Fees  
BP 3510 - Green School Operations  
BP/AR 3511 - Energy and Water Management  
AR 3514 - Environmental Safety  
BP/AR 3540 - Transportation  
BP/AR 3551 Food Service Operations/Cafeteria Fund  
BP 4119.22/4219.22/4319.22 - Dress and Grooming  
BP 5131.2 - Bullying  
BP/AR 5132 - Dress and Grooming  
BP/AR 6142.1 - Sexual Health and HIV/AIDS Prevention Instruction  
BP 6142.6 - Visual and Performing Arts Education

## 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 Pablo Beltran and a second by Danielle Cohen.

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

Minutes: The Governing Board acknowledged the effort and dedication of the Instructional Services and Human Resources Departments in balancing structures, resources and support staff within budgetary constraints in order to ensure student success.

### 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.

\$930.00 donated by The Benevity Community Impact Fund to Campbell School Of Innovation to be used for educational programs.

\$546.64 donated by Marshall Lane Elementary School PTA to Marshall Lane Elementary School to be used for 3rd Grade Field Trips.

\$975.00 donated by Bright Funds to Marshall Lane Elementary School to be used for educational programs.

\$6,725.35 donated by Village School PTA to Village School to be used for Art & Poetry programs.

\$3,067.35 donated by Nedda Ashjaee to Rolling Hills Middle School to be used for student outstanding debt to Food Services.

Minutes: Accept the donations as presented.

\$930.00 donated by The Benevity Community Impact Fund to Campbell School Of Innovation to be used for educational programs.

\$546.64 donated by Marshall Lane Elementary School PTA to Marshall Lane Elementary School to be used for 3rd Grade Field Trips.

\$975.00 donated by Bright Funds to Marshall Lane Elementary School to be used for educational programs.

\$6,725.35 donated by Village School PTA to Village School to be used for Art & Poetry programs.

\$3,067.35 donated by Nedda Ashjaee to Rolling Hills Middle School to be used for student outstanding debt to Food Services.

### 2. Minutes Regular Session June 13, 2019

Minutes: Approve the minutes of the Regular Session June 13, 2019.

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

### **3. 2019-20 Lease Payment Schedule**

Minutes: Approve the 2019-2020 lease payment schedule and changes to the lease agreements on the following properties.

Hazelwood School  
775 Waldo Road  
Campbell, CA  
Canyon Heights Academy

Dover School  
1300 Sheffield Drive  
San Jose, CA  
San Jose Christian

Hamilton (Land)  
480 Hamilton Ave.  
Campbell, CA  
Home Depot

### **4. Resolution 2018-19-49 Blanket Authority To Bid Fiscal Year 2019-20**

Rationale: In order to obtain the best prices and keep our projects on schedule, Administration requests that the Board annually delegate authority to the Administration to solicit bids without first coming to the Board for approval.

Minutes: Adopt Resolution 2018-19-49 Blanket Authority to Bid Fiscal Year 2019-20, authorizing the Administration to go out to bid for projects and supplies when the expected contract will be less than \$300,000.

### **5. Resolution 2018-19-48 Blanket Budget Transfers - Fiscal Year 2019-20**

Rationale: Major budget revisions will be presented at the first and second interim reports. In order to process minor revisions and transfers for the year, it is requested that Resolution 2018-19-48 be adopted to permit the necessary transfers to be made in a timely fashion.

Minutes: Adopt Resolution 2018-19-48 Blanket Budget Transfers Fiscal Year 2019-20.

### **6. Expenditure And Purchase Order Reports May 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 May 2019  
Warrant Report for May 2019  
Purchase Order Report for May 2019

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

### **7. Authorization to Piggyback On State And National Bids for Supplies, Furniture, Equipment, Construction Materials, and Services**

Rationale: With Board approval, the District is allowed to accept state and national bids that have a piggyback clause to purchase our supplies. For the past several years, the District has piggybacked on Sourcewell (formerly NJPA), U.S. Communities, WSCA, CMAS, TCPN Cooperative Purchasing Network, National IPA Technology Solutions, H-GAC bids, and TIPS Purchasing Cooperative to purchase supplies, furniture, equipment, construction materials, and services. The pricing is lower due to the volume of purchases. This has allowed us to keep prices down without sacrificing quality and service.

Minutes: Authorize administration to piggyback on the following state and national bids: Sourcewell (formerly NJPA), TCPN Cooperative Purchasing Network, U.S. Communities, TIPS Purchasing Cooperative, Western States Contracting Alliance (WSCA), California Multiple Award Schedule (CMAS), National IPA Technology Solutions, and Houston-Galveston Area Council (H-GAC).

### **8. Consolidated Application and Reporting System (CARS) - Spring Collection**

Rationale: Each year the District must submit an application requesting funds and supplying information for the programs listed below. Title I, Part A (Basic Grant) Title II, Part A (Teacher Quality) Title III, Part A (Limited English Proficient Students) Title IV, Part A (Student Support) The District Advisory Committee (DAC) and District English Learner Advisory Committee (DELAC) reviewed the Consolidated Application for Categorical Funding at the first 2018-2019 meeting. The CARS Spring Collection must be submitted to the California Department of Education for final approval.

Minutes: Grant permission to submit the Spring Collection of the 2019-2020 Consolidated Application and Reporting System (CARS), for funding Categorical Aid Programs.

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

### **9. Local Control Accountability Plan (LCAP): Blackford Elementary School, Campbell School of Innovation, Capri Elementary School, Castlemont Elementary School, Forest Hill Elementary School, Lynhaven Elementary School, Marshall Lane Elementary School, Monroe Middle School, Rolling Hills Middle School, Sherman Oaks Elementary School, Village School for the 2019-2020**

Rationale: Assembly Bill (AB) 97 (Chapter 47, Statutes of 2013), as amended by Senate Bill (SB) 97 (Chapter 357, Statutes of 2013), enacted the Local Control Funding Formula (LCFF). According to the California Department of Finance, the LCFF was designed to address funding inequities and to reform the overly complex and inequitable revenue limit and categorical funding system that allocated state funding to California's local educational agencies (LEAs) school districts, county offices of education, and charter schools. The goal of the LCFF is to reduce state bureaucracy and increase flexibility and accountability at the local level so those closest to the pupils can make the decisions and ensure that pupil needs are met. The formula primarily consists of base, supplemental, and concentration grant funding that focuses resources based on an LEA's pupil demographics. In addition to changing the way that funding is provided to LEAs, LCFF also requires LEAs to prepare a Local Control and Accountability Plan (LCAP) prior to the submission of LEA budgets to oversight agencies. LEAs must also prepare and submit an annual update to the LCAP. The LCAP must describe annual goals for each identified state priority, describe specific actions necessary to achieve those goals, and list and describe annual expenditures implementing the specific actions. The specific priorities are outlined in Education Code sections 52060(d), 52066(d), or 47605(b)(5)(B).

Minutes: Approve the Local Control Accountability Plan for Campbell Union School District's dependent conversion charter schools for the 2019-2020 school years.

### **10. Resolution 2018-19-43, Reduction of Classified Services California School Employees Association (CSEA), Chapter 868**

Rationale: Due to reductions in funding, enrollment and programmatic needs in the district, we are recommending reducing and/or eliminating classified positions. A total of twenty-six positions (16.589 fte), are subject to layoff in part or whole. Sixteen (16) of the positions (10.413 fte) being reduced or eliminated are vacant due to retirements and/or resignations and therefore, will not impact employees. The employees in the effected positions will be noticed in compliance with Education Code 45117 (b), most of which will be eligible for currently open positions in their current classification. The resolution complies with the requirements of Education Code 45117 (b) to notice employees 60 days prior to the effective date of their layoff. Education Code 45117, Sections (a) and (b), provide for the elimination of positions when "lack of work or lack of funds" exists.

Minutes: Adopt Resolution 2018-19-43, Reduction of Classified Services.



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

### **11. Personnel Report**

Minutes: Approve the Personnel Report and Addendum as submitted.

### **12. Resolution 2018-19-52 Prekindergarten Family Literacy CPKS-9091**

Rationale: A resolution must be adopted in order to certify the approval of the CUSD Governing Board to enter into contracts with the California Department of Education for the purpose of providing family literacy program services and to authorize Shelly Viramontez as Executive Director and Nelly Yang as Authorized Representative for all documents pertaining to local agreement number CPKS-8091 for Fiscal Year 2019-2020. By signing this resolution, CUSD agrees to use the funds identified in the local agreement for the Prekindergarten and Family Literacy program.

Minutes: Adopt Resolution 2018-19-52 Prekindergarten Family Literacy CPKS 9091.

### **13. Resolution 2018-19-51 General Childcare CCTR-9256**

Rationale: A resolution must be adopted in order to certify the approval of the CUSD Governing Board to enter into contracts with the California Department of Education for the purpose of providing general childcare program services and to authorize the designated personnel to sign contract/agreement documents for Fiscal Year 2019-2020. By signing this resolution, CUSD agrees to use the funds identified in the local agreement for the General Childcare program.

Minutes: Adopt Resolution 2018-19-51 General Childcare CCTR-09256

### **14. Resolution 2018-19-50 California State Preschool CSPP-9556**

Rationale: A resolution must be adopted in order to certify the approval of the CUSD Governing Board to enter into contracts with the California Department of Education for the purpose of providing state preschool program services and to authorize the designated personnel to sign contract/agreement documents for Fiscal Year 2019-2020. By signing this resolution, CUSD agrees to use the funds identified in the local agreement for the California State Preschool program.

Minutes: Adopt Resolution 2018-19-50 California State Preschool CSPP-9556.

### **15. Resolution 2018-19-53 - Disposition of Surplus Property**

Rationale: Attached is a Resolution and an itemized list of obsolete 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 2018-19-53 - Disposition of Surplus Property.

## 12. ACTION ITEMS - REGULAR AGENDA

### 1. Adoption of 2019-20 Budget

Rationale: In accordance with Education Code Section 42127 and AB 1200 (Statutes of 1991, Chapter 1213) the Governing Board shall adopt a final budget after the public hearing has been held before July 1, 2019.

**Motion Passed:** Adopt the final budget for the fiscal year 2019-20.

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

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

### 2. Campbell Union School District (CUSD) Local Control Accountability Plan (LCAP) for the 2019-2020 School Year

Rationale: Assembly Bill (AB) 97 (Chapter 47, Statutes of 2013), as amended by Senate Bill (SB) 97 (Chapter 357, Statutes of 2013), enacted the Local Control Funding Formula (LCFF). According to the California Department of Finance, the LCFF was designed to address funding inequities and to reform the overly complex and inequitable revenue limit and categorical funding system that allocated state funding to California's local educational agencies (LEAs) school districts, county offices of education, and charter schools. The goal of the LCFF is to reduce state bureaucracy and increase flexibility and accountability at the local level so those closest to the pupils can make the decisions and ensure that pupil needs are met. The formula primarily consists of base, supplemental, and concentration grant funding that focuses resources based on an LEA's pupil demographics. In addition to changing the way that funding is provided to LEAs, LCFF also requires LEAs to prepare a Local Control and Accountability Plan (LCAP) prior to the submission of LEA budgets to oversight agencies. LEAs must also prepare and submit an annual update to the LCAP. The LCAP must describe annual goals for each identified state priority, describe specific actions necessary to achieve those goals, and list and describe annual expenditures implementing the specific actions. The specific priorities are outlined in Education Code sections 52060(d), 52066(d), or 47605(b)(5)(B).

**Motion Passed:** Adopt the Local Control Accountability Plan for Campbell Union School District for the 2019-2020 school years.

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

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

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

### 3. Local Control Accountability Plan (LCAP) - Federal Addendum

Rationale: The Local Control and Accountability Plan (LCAP) Federal Addendum is meant to supplement the LCAP to ensure that the local educational agency demonstrates how they are meeting the provisions of the Every Student Succeeds Act (ESSA). The Addendum documents how Federal funds are spent to supplement and enhance local priorities designed to support targeted students. Our plan addresses how we use base funding to support all students and then demonstrates how we allocate additional services and actions in support of unduplicated pupils.

**Motion Passed:** Approve the Campbell Union School District's LCAP Federal Addendum which supplements the Local Control and Accountability Plan. Passed with a motion by Danielle Cohen and a second by Pablo Beltran.

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

### 4. Declaration of Need for Fully Qualified Educators for the 2019-2020 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 2019-2020 School Year, effective August 19, 2019 through June 30, 2020. Passed with a motion by Pablo Beltran and a second by Danielle Cohen.

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

Financial Impact: none

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

### 5. Resolution 2018-19-55- Exemption to the Separation-From-Service Requirement for CalSTRS Retirees

Rationale: Due to the shortage of certificated substitute teachers Campbell Union School District is seeking an exemption to the CalSTRS 180 day separation requirement for retirees. Approval of this waiver will allow the listed retirees to substitute in the district without waiting the required 180 days after retirement.

**Motion Passed:** Adopt Resolution 2018-19-55, Exemption to the Separation-from-Service Requirement for CalSTRS Retirees.

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

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

### 6. Resolution 2018-19-54 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 2018-19-54 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 Pablo Beltran.

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

### **13. UPCOMING CALENDAR DATES**

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

July 11 (if needed)

August 15

September 5

September 19

October 3

October 24

November 7

December 12

Minutes: Upcoming calendar dates were reviewed

July 11 Canceled

August 8 Special Closed Session (added)

August 15

September 5

September 19

October 3

October 24

November 7

December 12

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

Rationale: Future Agenda Items:

TBD Mental Health Supports In Our Schools

TBD Review of Brown Act Requirements - Public Comment

TBD English Learner Update

TBD AVID Excel - Student/Teacher Perspective

TBD Innovation Committee Update

Minutes: Future agenda items were reviewed.

TBD Mental Health Supports In Our Schools

TBD Review of Brown Act Requirements - Public Comment

TBD English Learner Update

TBD AVID Excel - Student/Teacher Perspective

TBD Innovation Committee Update

### **15. 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 15.

### **16. ADJOURNMENT**

Minutes: The meeting was adjourned at 8:39 p.m.

Submitted by:

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Shelly Viramontez, Ed.D., Superintendent

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Pablo A. Beltran, Clerk