



## **GOVERNING BOARD**

**Regular Meeting**

**October 03, 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:

Danielle Cohen  
Richard Nguyen  
Michael Snyder

Absent:

Pablo Beltran  
Chris Miller

## 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.

Marshall Lane Parents, Jaclyn Wey and Nick Radov addressed the Governing Board on Item 2.4 Public Employee Performance Evaluation: Superintendent.

## 2. CLOSED SESSION

Rationale: The Governing Board will review matters pertaining to the following topics as necessary:

Minutes: The Governing Board convened to closed session at 6:07 p.m.

1. Conference with Legal Counsel Existing Litigation (Govt. Code 54956.9(d)(1))-
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 7:00 p.m.

## 4. FLAG SALUTE

Minutes: The flag salute was led by Monroe Middle School students Pedro Loza Gorostieta and Ruth Ramirez.

## 5. ADOPT AGENDA

Rationale: Additions to the agenda: Items may be added to the agenda in the event an emergency exists (majority vote), or the need to take action arises after posting of the agenda (two-thirds vote of the Board), or by unanimous vote of those present if less than full Board.

**Motion to Amend Passed:** To amend the motion from: "It is recommended that the Governing Board adopt the agenda as presented." to: "Adopt the agenda with the following change: move Item 12 Public Hearing/Action Item to follow Item 11.1 LCAP Presentation Monroe Middle School. Items 11.2, 11.3 and 11.4 will then follow the Public Hearing/Action Item."

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

Absent	Pablo Beltran
Yes	Danielle Cohen
Absent	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. DISCUSSION ITEM - Brown Act - Public Comment**

Rationale: At the March 28, 2019 Governing Board Meeting under Item 13 Future Agenda Items a request was made by the Governing Board to agendaize a discussion item to review the Brown Act requirements concerning public comment at Governing Board meetings. Superintendent Shelly Viramontez will lead this discussion to review Governing Board Protocols and requirements for public comment at Governing Board meetings.

Minutes: Superintendent Shelly Viramontez and Governing Board President Michael Snyder led a discussion with the Governing Board on the California Open Meeting Law (Brown Act) as it applies to public comment at public meetings.

Purpose of Brown Act is to ensure an open and transparent decision-making process and requires Board meetings to be held in public with the exception of certain closed session items.

These meetings are meetings of the board held in front of the public and are not meetings of the public.

The Board retains control over their meeting's agenda and remains in control of its meeting.

The purpose of the public comment period is to provide an opportunity for members of the public to inform the governing body of their views on matters within the jurisdiction of the board. It is up to the board to decide what is within its jurisdiction.

The public comment period is not a chance to dialogue with the public.

1. Public comment can have restrictions and reasonable time limits applied.
2. These must be applied uniformly to all
3. Board President may poll speakers for a particular issue and may ask that additional persons speak only if they have something new to add.
4. Cannot prohibit criticism.
5. Board President may rule on the appropriateness of topic and if it would be more suitable addressed at a late time.

Board is limited in responses it can make to an item not on the agenda that was raised in public comment

1. May ask a question for clarification
2. May make a brief announcement
3. May refer a matter to staff for information
4. May request a staff to report back at a subsequent meeting
5. May direct staff to place matter on a future agenda

Special Meetings - The Board may receive public comment only on the business described on the agenda with the same restrictions as above.

## **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 activities attended on behalf of the District.

### **2. Subcommittee Reports**

Minutes: The Governing Board reported on the following Subcommittees:  
Intergovernmental City of Campbell

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

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

Rising Young Authors Event

Women In School Leadership Forum

Faculty Senate Meeting

Trustee Area Election/Parcel Tax Feasibility Outreach: CSI, Castlemont, Forest Hill PTAs

Instructional Leadership Team meeting: Marshall Lane

Campbell Union School District Teacher of the Year Honor: Efrain Hernandez

## **10. 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 during the oral communications portion of the meeting; 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: Marshall Lane parent, Jaclyn Wey, addressed the Governing Board regarding public comment at Board Meetings.

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

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

Rationale: Principal, Eric Brown and Vice Principals, Cathy McAvoy and Veronica Flores will present an update on their Local Control and Accountability Plan goals to the Governing Board.

Minutes: Monroe Middle School Principal Eric Brown, Vice Principals Cathy McAvoy and Veronica Flores presented an update on their Local Control Accountability Goals to the Governing Board. Monroe Middle School students Pedro Loza Gorostieta and Ruth Ramirez shared that they were AVID Excel scholars.

### **2. General Obligation Bonds**

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

Minutes: Dave Olson of Public Financial Management, presented information on the upcoming General Obligation Bonds sales to the Governing Board.

### **3. Annual Enrollment Update**

Rationale: Assistant Superintendent Human Resources, Lena Bundtzen, will present the Annual Enrollment update for the 2019-2020 school year to the Governing Board.

Minutes: Assistant Superintendent Human Resources, Lena Bundtzen, presented the District's annual enrollment information and process for 2019-2020 to the Governing Board. Community members, Nick Radov, Aashika Jain, Eileen Weinstein and Steven Bird commented on enrollment process, enrollment goals and funding of staff to the Governing Board.

### **4. Special Education Department Update**

Rationale: Director Special Education, Chiara Perry will review special education enrollment, special ed. division initiatives in action, division glows and grows.

Minutes: Director Special Education Chiara Perry and Program Coordinators Melissa Rojek, Stephanie Chima and Michael Vogel presented an update on the Special Education enrollment, initiatives and goals for 2019-2020.

## **12. PUBLIC HEARING/ACTION ITEM**

Minutes: Item 12 Public Hearing/Action Item was moved to follow Item 11.1 LCAP

### **1. Presentation On Process And Potential Criteria For Drawing The Trustee-Area Boundary Maps.**

Rationale: Tina C. Mirzazadeh from Lozano Smith will present information on the process and potential criteria for drawing the trustee-area boundary maps. Following the presentation, the Board will hold the second of two statutorily required hearings to receive input from the community on the trustee-area map creation process and elections sequence, pursuant to Elections Code section 10010(a)(1).

Minutes: Lozano Smith Attorney, Harold Freiman presented information on the process and criteria for drawing Trustee Area boundary maps for Campbell Union School District.

### **2. Public Hearing: Second Hearing Regarding Potential Composition of Trustee-Areas Prior to Drawing of Maps**

Rationale: The Campbell Union School District's Governing Board is currently elected under an "at-large" election system, where Board members are elected by voters of the entire District. Board members are elected in even-numbered years and serve staggered, four-year terms, such that the next election for two seats is scheduled for November 2020, with the remaining seats scheduled for election in November 2022. On September 19, 2019, the Board adopted resolution # 2019-20-10, declaring its intent to transition from at-large to by-trustee area Board elections, where each Board member must reside within the designated trustee area boundary, and is elected only by the voters in that trustee area. On September 23, 2019 the District's demographers, National Demographics Corporation, presented information on the process and potential criteria for drawing the trustee-area boundary maps. Following the presentation, the Board held the first of two statutorily required hearings to receive input from the community on the trustee-area map creation process and sequence of elections, pursuant to Elections Code section 10010(a)(1). On October 3, 2019, the Board will again consider information on the process and potential criteria for drawing the trustee-area boundary maps. The Board will hold the second of two statutorily required hearings to receive input from the community on the trustee-area map creation process and sequence of elections, pursuant to Elections Code section 10010(a)(1).

Minutes: Governing Board President, Michael Snyder, opened the public hearing at 8:31 p.m. in order to receive comments from the public on the trustee-area map creation process and elections sequence, pursuant to Elections Code section 10010(a)(1).

The following members of the public addressed the Governing Board on the trustee-area map creation process and elections sequence: Jacklyn Wey, Susan Price-Jeng.

President Snyder declared the public hearing closed at 8:34 p.m.

## 12. PUBLIC HEARING/ACTION ITEM (continued)

### 3. Consideration of Adoption of Resolution No. 2019-20-14 to Establish Criteria for Developing Trustee-Area Boundaries

Rationale: The Campbell Union School District's Governing Board is currently elected under an "at-large" election system, where Board members are elected by voters of the entire District. Board members are elected in even-numbered years and serve staggered, four-year terms, such that the next election for two seats is scheduled for November 2020, with the remaining seats scheduled for election in November 2022. On September 19, 2019, the Board adopted resolution # 2019-20-10 declaring its intent to transition from at-large to by-trustee area Board elections, where each Board member must reside within the designated trustee area boundary, and is elected only by the voters in that trustee area. On September 23 and October 3, 2019, the Board considered information on the process and potential criteria for drawing the trustee-area boundary maps, and the Board held statutorily required hearings to receive input from the community on the trustee-area map creation process and sequence of elections, pursuant to Elections Code section 10010(a)(1). This resolution will establish criteria to guide the demographer and District staff in the development of draft trustee-area maps for Board and public consideration. The criteria options are identified in a checklist format as Exhibit A to the resolution, allowing for Board choice. Additional criteria can also be added if desired by the Board.

**Subsidiary Motion Passed:** Adopt amended Resolution 2019-20-14, Resolution Establishing Criteria for Developing Trustee-Area Boundaries with the following changes:

Exhibit A #11 shall read: Include two trustee areas within each school's boundary area.

Exhibit A #12 shall read: Each trustee area, as much as is practicable, will be consistent with the District's socio-economic diversity.

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

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

**Motion Withdrawn:** It is recommended that the Governing Board adopt Resolution 2019-20-14, Resolution Establishing Criteria for Developing Trustee-Area Boundaries was Withdrawn by Danielle Cohen.

## 12. PUBLIC HEARING/ACTION ITEM (continued)

### 4. Public Hearing to Consider Seeking a Waiver from the State Board of Education

Rationale: During their regularly scheduled board meeting on October 3, 2019, the Governing Board will consider submitting a waiver request to the State Board of Education, relating to Education Code section 5020, which requires an election to approve a transition from an at-large method of election to a by-trustee area method of election. To avoid the costs associated with an election and to ensure timely implementation, the Board will consider seeking a waiver from the State Board of Education of this election requirement, as well as certain other Education Code sections related to the election requirement. If the waiver is granted by the State Board of Education, no election to approve the change to by-trustee area elections will take place, and the County Committee's decision on the District's proposal will be final. Pursuant to Education Code sections 5019 and 33050, the Board invites community input on the proposed waiver request. Any member of the public or representatives of the school district will be provided the opportunity to offer oral or written comments on the matter.

Minutes: Governing Board President, Michael Snyder, opened the public hearing at 8:46 p.m. in order to receive comments from the public on the proposed Waiver Request from the State Board of Education.

There being no comments, President Snyder declared the public hearing closed at 8:47 p.m.

### 5. Resolution 2019-20-13, Resolution Authorizing the Superintendent to Seek a Waiver from the State Board of Education.

Rationale: The Campbell Union School District's Board of Trustees is currently elected under an "at-large" election system, where trustees are elected by voters of the entire District. Trustees are elected in even-numbered years and serve staggered, four-year terms, such that the next election for two trustee seats is scheduled for November 2020, with the remaining trustee seats scheduled for election in November 2022. On September 19, 2019, the Board adopted Resolution 2019-20-10, declaring its intent to transition from at-large to by-trustee area Board elections, where each Board member must reside within the designated trustee area boundary, and is elected only by the voters in that trustee area. A school district seeking to transition to a by-trustee area election system must submit an application to the local County Committee on School District Reorganization ("County Committee") for approval. If the County Committee approves the school district's application, California Education Code section 5020 would require an election to approve the transition to by-trustee area elections. To avoid the costs associated with an election and to ensure timely implementation, the Board will consider seeking a waiver from the State Board of Education of this election requirement, as well as certain other Education Code sections related to the election requirement. If the waiver is granted by the State Board of Education, no election to approve the change to by-trustee area elections will take place, and the County Committee's decision on the District's proposal will be final. After considering this public input, the Board will consider adopting a resolution authorizing the Superintendent to seek a waiver from the State Board of Education of the aforementioned election requirement.

**Motion Passed:** Adopt Resolution 2019-20-13, Resolution Authorizing the Superintendent to Seek a Waiver from the State Board of Education.

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

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

### 13. 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
Absent	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.

\$1642.00 donated from Forest Hill School PTA to Forest Hill Elementary School to be used for art programs.

\$4200.00 donated from Forest Hill School PTA to Forest Hill Elementary School to be used for art programs.

Minutes: Accept the donations as presented.

\$1642.00 donated from Forest Hill School PTA to Forest Hill Elementary School to be used for art programs.

\$4200.00 donated from Forest Hill School PTA to Forest Hill Elementary School to be used for art programs.

#### 2. Minutes Regular Session September 19, 2019

Minutes: Approve the minutes of the Regular Session September 19, 2019.

#### 3. Minutes Special Session September 23, 2019

Minutes: Approve the minutes of the Special Session September 23, 2019.

#### 4. Resolution 2019-20-15, Week Of The Public School Administrator, October 13-19, 2019

Rationale: The California Department of Education encourages you to recognize October 13th through the 19th as Week of the School Administrator (California Education Code Section 44015.1). In observance of the importance of educational leadership at the school, school district, and county levels, the second full week in the month of October of each year shall be designated as "Week of the School Administrator." Schools, school districts, and county superintendents of schools are encouraged to observe the week with public recognition of the contribution that school administrators make to successful pupil achievement.

Minutes: Adopt Resolution 2019-20-15 Week Of The Public School Administrator October 13-19, 2019.

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

#### **5. Resolution 2019-20-16 Red Ribbon Week**

Rationale: Californians for Drug-Free Youth, Inc. sponsored the first statewide Red Ribbon campaign in 1986. The National Federation of Parents for Drug-Free Youth, Inc. sponsored the first nationwide campaign in 1988. The red ribbon symbolizes commitment to a healthy, drug-free lifestyle. The campaign is to present a unified and visible commitment toward the creation of a drug-free America. Educational agencies throughout the nation are urged to proclaim October 23rd-31st as Red Ribbon Week, and to conduct appropriate programs and activities during the week.

Minutes: Adopt Resolution 2019-20-16 in recognition of Red Ribbon Week, October 23-31, 2019.

#### **6. Personnel Report**

Minutes: Approve the Personnel Report and Addendum as submitted.

#### **7. Resolution 2019-20-12 - 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 2019-20-12 - Disposition of Surplus Property.

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

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

October 16 - Special Closed Session and Data Study

October 24

October 30 - Special Closed Session

November 7

November 21 - Special Session

December 12

Minutes: Upcoming calendar dates were reviewed:

October 16 - Special Closed Session and Data Study

October 24

October 30 - Special Closed Session

November 7

November 21 - Special Session

December 12

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

Rationale:

October 24 Mental Health Supports  
February 27 English Learner Update  
March 12 AVID Excel - Student/Teacher Perspective  
April 2 Innovation Committee Update  
April 23 2020-2021 PLC Plan Update

Minutes: Future Agenda Items were reviewed:

October 24 Mental Health Supports  
February 27 English Learner Update  
March 12 AVID Excel - Student/Teacher Perspective  
April 2 Innovation Committee Update  
April 23 2020-2021 PLC Plan Update

## **16. 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 10:28 p.m. in order to review items listed under agenda Item 2.

## **17. ADJOURNMENT**

Minutes: The meeting was adjourned at 10:43 p.m.

Submitted by:

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Shelly Viramontez, Ed.D., Superintendent

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Pablo A. Beltran, Clerk