



**Minutes of Regular Meeting of the Board of Education  
March 24, 2020**

**1. CALL MEETING TO ORDER**

Minutes:

Meeting called to order at 5:45pm

**2. ROLL CALL**

Minutes:

President Lien, VP Norwood, Clerk Yip-Chuan and Trustee Tsai are all present for virtual board meeting using Zoom.

Student Rep Kush Brahmhatt attends virtually.

Student Rep Timothy Griggs is absent.

**3. REVIEW AND APPROVE THE CLOSED SESSION AGENDA**

Minutes:

Motion: Norwood

Second: Yip-Chuan

Action: 4-0

**4. COMMENTS FROM THE PUBLIC**

**5. CLOSED SESSION**

**A. Personnel (Pursuant to Government Code Section 54957) - Public  
employee discipline/dismissal/release**

**6. RECONVENE IN OPEN SESSION**

**7. CLOSED SESSION ANNOUNCEMENT**

Minutes:

Board voted 4-0 to accept resignation from an elementary principal effective June 30, 2020

**8. REVIEW AND APPROVE THE OPEN SESSION AGENDA**

Minutes:

Motion: Norwood

Second: Yip-Chuan

Action: 4-0

## **9. FLAG SALUTE**

Minutes:

President Lien leads flag salute

## **10. COMMENTS FROM THE PUBLIC**

Minutes:

Huy Tran, parent of MHS student, requests a remodel of bathroom and to continue online class through the summer and start fresh in August.

## **11. MUSD 2018-2021 STRATEGIC GOALS**

## **12. SUPERINTENDENT'S REPORT**

### **A. Update on MUSD Educate Everywhere**

Minutes:

Superintendent Jordan shared document, "MUSD Educate Everywhere Timeline on Highlights from the Field," which started Jan. 24, with district messaging and healthy campaigns while beginning Educate Everywhere Planning as well as regular meetings with all school district and county superintendents, and county health officials. MUSD has served over 11,000 meals, issued 30 public messages since Jan. 24, distributed over 1,000 Chromebooks, continuing to find ways to narrow opportunity gap.

Calaveras Hills HS Principal Carl Stice, adult Ed Principal Giuliana Brahim, Russell Middle School Principal Sean Anglon, Rancho Middle School Principal Casey McMurray, and Milpitas HS Principal Francis Rojas share update on flexible learning at their respective sites.

## **13. SUPERINTENDENT'S EXECUTIVE CABINET REPORTS**

Minutes:

Assistant Superintendent of L&D Norma Rodriguez held meetings with parents of Special Education to help make Educate Everywhere work for them. Student services created and adding to Google Site for all parents, with site with resources for SPED parents and ELLs.

Assistant Superintendent of Business Services Wendy Zhang shares work of MOT and Student Nutrition Services. SNS has been providing meals every day at three locations. Serve about 1,200 per day. Next week add additional location at Randall. Applied for \$50k private grant to get weekend meals. MOT, by end of Thursday, finish first round of deep disinfecting at all sites. Custodians provide support for SNS for three locations for meals. Everything is on schedule, meet all state required deadline for attendance and budget report. Facilities construction at Mattos still estimated to be on track. Do not foresee any delays.

Assistant Superintendent of HR Jonathon Brunson has been working with Employee Leaders to provide flexible solutions during EducateEverywhere and devise an action plan to ensure employees still in paid status. Created document for expectations and protocols. We are documenting all Covid-19 related work. Created document for employees for any questions they may have. He is just impressed with teachers and staff with distance learning taking place.

#### **14. BOARD GROUP AGREEMENTS**

#### **15. BOARD COMMUNICATIONS/REQUESTS**

Minutes:

Student rep Kush Brahmabhatt: At MHS, started planning this week's campuswide activities to keep them engaged and make them feel they are all in this together as Trojans. Events include Alma mater hand washing contest, where students post on Instagram singing song while washing hands; Thursday Kahoot Live Stream with whole school streamed; and Virtual spirit week next week.

Trustee Tsai has been practicing social distancing and encouraging people to do the same. He has been working on getting mask donations from around community and in China to help frontline medical workers. Masks can be donated to Valley Medical Center.

Clerk Yip-Chuan shares how like many parents she is faced with challenges to educate her own children in this new learning platform while also working at home. She commends MUSD teachers, staff and administrators for being ahead of most other districts. It's challenging, but her three kids have been able to continue education this week. She thanks amazing teachers and staff.

Vice President Norwood shares that he visited 12 school sites to meet with admins and staff in office last Wednesday and Thursday as parents were coming by with kids to learn more about distance learning. He attended the Chromebook distribution at district office with President Lien and Clerk Yip-Chuan. Participated in call with Assistant Supt. Rodriguez with exceptional students families.

President Lien visited district office for No Cost meals passed out to families and also the Chromebook distribution; and led Vietnamese teleconference for those parents.

#### **16. REPORTS**

**A. Overview of the 2019-2020 Saturday School ADA (Assistant Superintendent, Learning and Development)**

Minutes:

Assistant Superintendent of L&D Norma Rodriguez introduces Raquel Kusunoki for report on Saturday School. Kusunoki shares the planning for Saturday Academy and Saturday School. They are looking to expand Saturday School programs.

Saturday School ensures students have that learning experience that they lose when absent and District recaptures ADA. Schools get percentage of funds based on participation. Assistant Supt. Wendy Zhang developed a formula so tracking each school's ADA by percentage overall and percentage of total ADA earned. Based on total funding the District receives from Saturday School, we will subtract operational costs and get net profit. District will get 70 percent and 30 percent will be redistributed to sites depending on participation in Saturday School. Supt. Jordan not actually profit but making up funds we lose when students not in school.

## **17. ACTION ITEMS**

### **A. Adopt Resolution 2020.28 Recognizing and Honoring National Women's History Month**

Minutes:

Communications Specialist Scott Forstner met with I Am That Girl MHS and went over Women's History Resolution, enhancing it to make more meaningful. With Shelter in Place Order, I Am That Girl engaged other female school clubs to produce video presentation of resolution. Forstner shows video.

Motion: Yip-Chuan

Second: Tsai

Action: 4-0

### **B. Adopt Resolution 2020.31 Recognizing Adult Education Week, April 20 24, 2020**

Minutes:

Adult Ed Principal Giuliana Brahim reads into the record.

Motion: Norwood

Second: Tsai

Action: 4-0

**C. Approve Blach Construction's Amendment #2 for Mattos Elementary Increment Two, GMP.**

Minutes:

Motion: Norwood

Second: Yip-Chuan

Action: 4-0

Assistant Supt. Zhang explains that at Jan. 24 they asked for and board approved Increment 1 and was estimate for Increment 1 side work and steel work was over \$8.6 million. Increment 2 is for \$26.1M and Staff is asking for board to approve Increment 2, which includes three instructional buildings of 8 classrooms in each for a 24 total; and 1 Multi Use Room and kitchen. The total cost for Mattos Phase 2 is \$34.7M.

District is still planning to have Mattos open by August 2021.

Zhang explains that the District has applied for state matching funds for new construction and are waiting to hear from state. Application is for \$17M for Phase 1 work for new construction, including land cost reimbursement. Then, on Phase 2 once completed, District can apply for state funds for that new construction.

**D. Adopt Resolution 2020.29**

**Conduct a public hearing and adoption of statutory school facilities fees and adoption of CEQA Notice of Exemption. (Assistant Superintendent, Business Services)**

Minutes:

Assistant Supt. Zhang explains MUSD is currently collecting Level 2 fees but was stopped on Nov. 15, 2019 because the District is no longer eligible. Once stopped, District reverted back to Level 1 automatically and contracted a mandatory Developer Fee Level 1 justification study. Must first hold a public hearing to notify public to increase Level 1 developer fees.

Public hearing open

Motion: Norwood

Second: Yip-Chuan

Action: 4-0

President Lien requests two minute break to give time for any public comment to come in.

No public comments are submitted.

Public hearing closed

Motion: Norwood

Second: Tsai

Action: 4-0

Supt. Zhang explains the District published Level 1 increase notice ahead of time, posted at school sites and on District website.

Resolution 2020.29 help us to increase Level 1 developer fee to newer rate adopted by State allocation board in January. Fees go from \$3.79 to \$4.08 for residential and 61 to 66 cents for commercial. In 60 days, May 23, 2020, they will start collecting new fees.

Motion: Tsai

Second: Yip-Chuan

Action: 4-0.

**E. Adopt Resolution 2020.30 authorizing compensation for Michael Tsai's absence from regular Board Meetings of the Milpitas Unified School District Board of Education held on February 11, 2020 and March 10, 2020**

Minutes:

Motion: Tsai. No Second. Motion fails.

#### **18. CONSENT ITEMS**

Minutes:

Motion: Norwood

Second: Yip-Chuan

Motion: 4-0

- A. Purchase Order of March 24, 2020 (Assistant Superintendent, Business Services)
- B. Personnel Report of March 24, 2020 (Assistant Superintendent, Human Relations)
- C. Approve regular Board Meeting minutes of March 10, 2020 (Superintendent's Office)
- D. Approve emergency Board Meeting minutes of March 13, 2020 (Superintendent's Office)
- E. Approve emergency Board Meeting minutes of March 17, 2020 (Superintendent's Office)
- F. Approve Smith-Emery San Francisco's Agreement for Phase II at Mattos Elementary.
- G. Approve AlfaTech's Agreement for the Design of Summer 2020 HVAC Projects at Various Sites.

H. Approve Cornerstone Earth Group's Agreement for Geological and Geo-technical Observation at Mattos Elementary Phase II.

I. Approve agreement with 101 Therapy Staffing, Inc. (Assistant Superintendent, Learning & Development)

J. Memorandum of Understanding Summer Enrichment Program (SEP)

K. Alliant International University MOU

L. Accept Mission Valley Ford's Quotes for MOT and Warehouse Vehicle Replacement

M. Field trip Requests of March 24, 2020

#### 19. DATES OF FUTURE BOARD MEETINGS

#### 20. ANNOUNCEMENTS/REMINDERS

Minutes:

Vice President Norwood give encouragement for everyone to remain Shelter in Place. If we can do it for 15 days, we have the opportunity to possibly turn the corner.

#### 21. ADJOURNMENT

Minutes:

Motion: Yip-Chuan

Second: Norwood

Action 4-0

President Lien adjourns meeting at 8:47pm

Respectfully submitted,

Attested:

---

Cheryl Jordan  
Superintendent

---

Clerk of the Board

*Minutes prepared by Scott Forstner*