If you are an individual with a disability and need accommodation to participate at this meeting, please contact the Superintendent’s Office at (925) 335-5908 at least 72 hours in advance.

Public records that relate to any item on the Open Session Agenda for a Board Meeting are available for public for inspection at the same time they are distributed to all members, or a majority of the members of the Board. The Board has designated the District Office, 921 Susana Street, Martinez, CA for the purpose of making those public records available for inspection. Board agendas are also available on the District’s website at www.martinez.k12.ca.us

5:15 p.m.  1.  Call to Order

2.  Public Comment – The public may address the Board concerning items that are scheduled for discussion during closed session only.

3.  Adjourn to Closed Session

   3.1  Pursuant to Government Code 54956.95 – Liability Claims

       Claimant:  Stephanie Zuccaro
       Agency Claimed Against:  Martinez Unified School District

   3.2  Pursuant to Government Code Section 54957 - Public Employee Discipline/Dismissal/Release

   3.3  Pursuant to Government Code 54957.6 - Discussion with Unrepresented Employee - Superintendent

   3.4  Pursuant to Government Code Section 54957 – Public Employee Performance Evaluation - Superintendent Goals

6:30 p.m.  4.  Reconvene for the Regular Meeting of the Board of Education

      5.  Report Out:  Closed Session

      6.  Pledge of Allegiance

      7.  Approval of Agenda

      8.  Approval of Minutes:  Minutes from Regular Meeting November 17, 2014
9. **Organization of the Board**

9.1 **Installation of Board Members**

Roberta (Bobbi) Horack and Deidre Siguenza, elected as members of the Board of Education in the November 4, 2014 election, will be installed at this meeting. The Oath of Office will be administered by Dr. Joseph Ovick, County Superintendent of Schools.

The meeting will be recessed for a brief celebration and refreshments.

9.2 **Election of Board Officers**

9.2.1 President

9.2.2 Vice President

9.2.3 Clerk

9.3 **Determination of Time, Dates and Place of Regular Meetings and Establishment of Committees** as presented in Exhibit A

It is the recommendation of the Superintendent that the Board consider scheduling regular meetings on the second and fourth Mondays of each month, with the exception of July when the Board will not meet and December when only one meeting will be held, at 6:30 p.m. in the Martinez Unified School District Board Room, 921 Susana Street, Martinez, California. A copy of the committees determined at the December 9, 2013 meeting is included in Exhibit A. (Meeting dates may also change due to holidays falling on regularly scheduled meeting dates.)

10. **Correspondence**

11. **Comments from Student Representative**

12. **Employee Organization Reports**

12.1 Martinez Education Association

12.2 California School Employees Association

13. **Comments from PTA**

14. **Public Comments** – Under Government Code 54954.3, members of the public have the right to address the Board on any matter within the Board’s jurisdiction. However the Board may not take action on any non-agenda item. Individual speakers will be allowed three minutes to address the Board. Twenty minutes have been allocated for this portion of the agenda. Additional time is allowed at the end of the meeting if there was not enough time to speak during public comments.

15. **Staff/Board Comments/Reports**
Agenda: December 8, 2014

16. **Consent Calendar:** Approval of the Consent Calendar means that all items listed hereunder are adopted by a single motion unless a member of the Board or the Superintendent requests that any such item be removed from the Consent Calendar and voted upon separately.

16.1 **Resignation**

Jonathan Eagan, Principal, Martinez Junior High School, effective date TBD

16.2 **Employment of Certificated Personnel**

Anthony Castellano, Educational Mental Health Counselor, 1.0 FTE, Vicente Martinez High School, effective December 1, 2014

16.3 **Employment of Adult School Personnel**

Julie Parrish, Adult Ed Teacher, effective November 18, 2014

16.4 **Employment of Certificated Substitute Personnel**

Ashley Louie, effective November 17, 2014
Laura Peeples, effective November 17, 2014

16.5 **Employment of Classified Substitute Personnel**

Dianna Whelan, effective November 21, 2014
Carl Nolte, effective November 21, 2014

16.6 **Stipend Assignments for School Year 2014-15** as presented in Exhibit B

16.7 **Recommended Substitute Salary Scale Revision** as presented at the November 17, 2014 meeting

16.8 **Non-Public School Placement/Individual Service Agreements**

**Background:** An Individual Education Program (IEP) team has determined that the student described in the confidential information given to the Board has educational needs which cannot be met in either a district or Contra Costa County of Education placement. The Education Code requires that the Board of Education review and approve each recommended non-public school placement.

16.9 **Acceptance of Gift Donations**

Two cases of paper from Contra Costa Electric to Martinez Junior High School for use by the office and teaching staff.

The sum of $711.00 from Kashmir Kaur’s 7-11 Store on Camino Del Sol to Las Juntas Elementary for library books.

16.10 **Declaration of Surplus Equipment** as presented in Exhibit C
16.11 **Ratification of Contracts** as presented in Exhibit D

- Jack Schreder & Associates (2)
- Ashley Baughman
- Susan Lynn Ross
- Margaret Helen Golden
- Andrew Barrella
- Karissa DeDecker
- Linda Haymes

16.12 **Warrant Registers** as presented in Exhibit Y

17. **Items for Board Consideration or Action**

17.1 **Resolution of Acceptance (No. 2015-7) and Notice of Completion** as presented in Exhibit E (Andi Stubbs) **ACTION ITEM**

**Background:** The Board will be asked to approve the attached Resolution of Acceptance/Notice of Completion for the Single Campus Photovoltaic Solar project at Alhambra High School, as part of Measure K to provide energy efficiency improvement, renewable/alternative energy systems and solar energy panels. The work was completed by Solar City. All related expenditures came within budget for this project.

17.2 **Adoption of Authorized Signature Resolution No. 2015-6** as presented in Exhibit F (Rami Muth) **ACTION ITEM**

**Background:** School districts are required to adopt a new Authorized Signatures Resolution for submission to the California Department of Education at the time of their annual organization meeting of the Board of Education. The Board will be asked to adopt Resolution No. 2015-6.

17.3 **Keystone – English Learner Curriculum for High School** as presented in Exhibit G (Audrey Lee) **INFORMATION ITEM**

**Background:** Audrey Lee, Director of Curriculum & Educational Technology, will present information about the Pearson Longman program for English Learners at the High School Level, Keystone. If approved, this program would replace the current series (National Geographic Edge) and provide English Language Development support students with Common-Core aligned curriculum and technological resources. This program was approved by the Curriculum Advisory Council on December 2, 2014 and is being submitted to the Board for information.

17.4 **First Interim Report** (Andi Stubbs) **ACTION ITEM**

**Background:** The Board is asked to review and file the 2014-15 First Interim Report, which signifies a Positive Certification of Financial Condition, based on the current state budget information. The Positive Certification indicates that, based upon current projections, the District will meet its financial obligations for the current fiscal year and in the subsequent two fiscal years. The District filed a Positive Certification for the 2014-15 Budget Report.
Agenda: December 8, 2014

17.5 **Ratification of Employee Agreement between the Superintendent and the Martinez Unified School District (MUSD (David Robertson)) ACTION ITEM**

**Background:** If approved, the Superintendent shall receive an ongoing salary increase of four (4%), retroactive to July 1, 2013. Payment of the 4% increase for the period of July 1, 2013 through November 30, 2014 shall be made retroactively with the December, 2014 payroll.

17.6 **Adoption of Resolution No. 2015-5 Regarding Accounting of Development Fees for the 2013-14 Fiscal Year (Andi Stubbs) ACTION ITEM**

**Background:** As Assistant Superintendent Andi Stubbs explained at the November 17, 2014 meeting, Government Code section 66006 requires school districts collecting development fees to make an annual accounting of those fees available to the public by December 27, 2014. This annual accounting must then be reviewed by the governing board at its next regularly scheduled meeting at least 15 days after the accounting was made available to the public. Government Code section 66001 requires each district collecting development fees to make additional findings every five years about any fund in which those fees remain unexpended at the end of a fiscal year.

**Staff Recommendation:** The Board is being asked to approve/adopt the resolution as presented.

17.7 **Adoption of CSBA Board Policies and Administrative Regulations:** October 2014 (Rami Muth) ACTION ITEM

**Background:** In line with the updating of its policies, the Board is asked to adopt the following CSBA policy changes which have been reviewed by MUSD Cabinet members and Board members:

BP 1312.3, AR 1312.3, BP 5131.2, BP 5145.3, AR 5145.3, BP 5145.7, AR 5145.7

18. **Additional Comments from the Public** (This item is applicable only if there was insufficient time for all speakers under “Public Comments”.)

19. **Comments from the Superintendent, Board Members and Future Agenda Items**

20. **Adjournment** – The next Regular Meeting of the Board of Education will be January 12, 2015

**FOLLOWING THE ABOVE MEETING, THE ANNUAL MEETING OF THE BOARD OF DIRECTORS OF THE MARTINEZ SCHOOLS FINANCING CORPORATION WILL BE HELD.**