MARTINEZ UNIFIED SCHOOL DISTRICT
REGULAR MEETING OF THE BOARD OF EDUCATION
Martinez Unified School District Board Room
921 Susana Street, Martinez, CA  94553
December 14, 2015

“TOGETHER WE WILL ENSURE DIVERSE PATHS TO SUPPORT ALL STUDENTS TO BE COLLEGE AND CAREER READY, EQUIPPED TO COMPETE AND CONTRIBUTE IN A GLOBAL SOCIETY”

John L. Fuller, President
Deidre Siguenza, Vice President
Denise Elsken, Member
Bobbi Horack, Clerk
Kathi McLaughlin, Member
Blake Johnson, Student Representative

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.

This meeting is being audio and video recorded.

5:00 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  Conference with Labor Negotiators, Pursuant to Government Code 54957.6 – Superintendent Rami Muth, Deputy Superintendent CJ Cammack, Chief Business Official Diane Deshler and Director of Student Services Helen Rossi regarding MEA, CSEA, MASA and Confidential/Supervisory

3.2  Consideration of Student Expulsion, Pursuant to Education Code 48918(c) (K-12)

3.3  Pursuant to Government Code Section 54957 (b)(1) – Public Employee Employment – Position: Superintendent

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 the Regular Meeting November 9, 2015 and the Special Meeting November 23, 2015


9. **Organization of the Board - ACTION ITEMS**

9.1 **Election of Board Officers**

9.1.1 President

9.1.2 Vice President

9.1.3 Clerk

9.2 **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 continues to schedule the 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 8, 2014 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. **Staff/Board Comments/Reports**

14.1 **CSBA Delegate Assembly/Conference** (Kathi McLaughlin)

14.2 **Board/City Subcommittee Meeting Report** (Bobbi Horack)

15. **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.

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**

Stephanie Foster, Para Educator C, 3.5 hours per day, Las Juntas Elementary, effective December 18, 2015
16.2 **Employment of Classified Personnel**

Natalie Sater, Licensed Vocational Nurse, 5.5 hours per day, District Office, effective December 14, 2015
Stacy Woodard, Para Educator C, 5.5 hours per day, Las Juntas Elementary, effective December 1, 2015

16.3 **Employment of Certificated Substitute Personnel**

Amy Spencer, effective November 5, 2015
Jay Whitlatch, effective December 3, 2015
Phillip Butler, effective November 12, 2015
John Fischer, effective November 20, 2015
Erin Foret, effective November 12, 2015

16.4 **Employment of Classified Substitute Personnel**

Leonard Pineda, effective November 5, 2015
Margaret Callahan, effective November 17, 2015
Gloria Calderon, effective November 12, 2015
Jonathan Ponthier, effective December 7, 2015

16.5 **Stipend Assignments**

*Alhambra High School Fall Coaching Stipends for School Year 2015-16* as presented in Exhibit B

16.6 **Revised Job Description - Teacher on Special Assignment (TSA): College and Career Pathways** as presented in Exhibit C

16.7 **Approval of Extended (overnight) Field Trips** as presented in Exhibit D

16.8 **Individual Service Agreement (ISA)**

**Background:** An Individual Education Program (IEP) team has determined that the students described in the confidential information given to the Board have 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 **Ratification of Contracts** as presented in Exhibit E

- Commercial Energy
- Delia Colorado

16.10 **Warrant Registers** as presented in Exhibit Y
17. **Items for Board Consideration or Action**

17.1 **First Interim Report** (Diane Deshler) **ACTION ITEM**

**Background:** The Board is asked to review and file the 2015-16 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 2015-16 Budget Report.

17.2 **Code.Org Presentation and MOU** as presented in Exhibit F (Rami Muth) **INFORMATION AND POSSIBLE ACTION ITEM**

**Background:** Martinez has joined together seven other districts to become the lead in a consortium with Code.Org. The goal of this program is to implement a comprehensive, developmentally-appropriate Computer Science curriculum and learning experience for the students in all of our respective districts. The grant will help us to build internal capacity necessary for long-range sustainable implementation. Dr. Rona Zollinger, Teacher on Special Assignment, and Damian Scott, Assistant Principal at Alhambra High School, will be presenting the highlights the grant and the Code.Org activities that were held December 7th through the 13th.

17.3 **Facilities Master Plan** as presented in Exhibit G (Diane Deshler) **INFORMATION ITEM**

**Background:** Following stakeholder input HY will present an update on the Facilities Master Plan. When completed, the Master Plan Document will incorporate the District Demographic Study, the Technology Integration Plan, the Furniture Refresh Plan and the 25 year Maintenance Plan. This presentation will highlight conceptual plans for each of the district schools.

17.4 **HVAC Update** as presented in Exhibit H (Diane Deshler) **INFORMATION ITEM AND POSSIBLE ACTION**

**Background:** Chief Business Official Diane Deshler and Marcus Hibser of HY Architects will update the Board regarding the HVAC projects at Las Juntas elementary and John Swett Elementary. Because there may be a potential change in the original plan presented, the Board is being asked to take action in order to meet the deadline for these summer projects. Also, since there is only one board meeting in December, the request is to make this item for information and possible action.

17.5 **Bid Award and Contract for John Muir Elementary School Boiler Installation Project** as presented in Exhibit I (Diane Deshler) **INFORMATION AND POSSIBLE ACTION ITEM**

**Background:** The Measure K bond program project list includes boiler replacement and mechanical room equipment renovation at John Muir Elementary School. The original project budget was set at $500,000. A pre-bid conference was held at the school site on November 23, 2015 at 10:00 a.m. Three contractors walked the site. The bid opening was held on December 4, 2015 at 3:00 p.m. MUSD received one bid.
Recommendation: The Board is being asked to award the bid in the amount of $48,499 to Bell Products for the boiler installation project at John Muir Elementary School, and to authorize the District’s Superintendent or her designee to take any action necessary to execute the contract.

17.6 Adoption of Authorized Signature Resolution No. 2016-6 as presented in Exhibit J (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. 2016-6.

17.7 Approval of Sister City Agreement (Rami Muth) ACTION ITEM

Background: This item was brought for information at the November 9, 2015 meeting. The Board is being asked to approve the establishment of a sister school relationship with the Benxi Bilingual Elementary School and support Las Juntas Elementary School and the District in this project. This includes a letter of welcome to the Mingshan District Educational Bureau of Benxi.

17.8 New Course: Public Health Solutions as presented in Exhibit K (Audrey Lee) INFORMATION ITEM

Background: Audrey Lee, Director of Curriculum & Educational Technology, will present information on a new course, Public Health Solutions. This course will be the capstone course for the Health and Medical Career Pathway. The purpose of Public Health Solutions is to provide students with a foundation in English Language Arts, Science, and Social Science through the lens of Public Health. This course was approved by the Curriculum Advisory Council on November 18, 2015 and is being brought to the Board for information. If approved, this course would be in place for the 2016-17 school year.

17.9 Replacement Course: Computer Aided Design and Drafting as presented in Exhibit L (Audrey Lee) INFORMATION ITEM

Background: Audrey Lee, Director of Curriculum & Educational Technology, will present information on a course update to Computer Assisted Drafting ROP. This is an updated version of the ROP's CAD course which has successfully enrolled hundreds of students over the last decade at Alhambra High School. However, unlike the current CAD course, this new course is an "a-g" college preparatory elective class that will also provide 3 units of CS/CSU college credit. This course was approved by the Curriculum Advisory Council on November 18, 2015 and is being brought to the Board for information. If approved, this course would be in place for the 2016-17 school year.

17.10 Adoption of CSBA Board Policies and Administrative Regulations: October 2015 (Rami Muth) ACTION ITEM

Background: In keeping with the updating of its policies, the Board was asked to review the following board policies and administrative regulations (and minor revisions) at the November 9, 2015 meeting which had been reviewed by Cabinet members:

AR 5112.2, BP 5141.31, AR 5141.31
17.11 **First Reading of CSBA Board Policies and Administrative Regulations: October 2015** (Rami Muth) **INFORMATION ITEM**

**Background:** In keeping with the updating of its policies, the Board was asked to review the following board policies and administrative regulations which were pulled for further review before the November 9, 2015 meeting and have now been reviewed by Cabinet members:

BP 3270, AR 3270, BP 6190

17.12 **Filing a Board Vacancy** (Rami Muth) **ACTION ITEM**

**Background:** The Board will decide on whether to fill the vacancy on the Board of Education with a provisional appointment or by calling a special election.

17.13 **Proposed Timeline and Procedures for Filling a Board Vacancy** as presented in Exhibit M (Rami Muth) **ACTION ITEM**

**Background:** the Board will review and possibly approve a proposed timeline and procedures for the application process should the Board approve a provisional appointment.

17.14 **Ratification of Public Employee Employment Contract** – Position: Superintendent as presented in Exhibit N (Rami Muth) **ACTION ITEM**

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 11, 2016.

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