MARTINEZ UNIFIED SCHOOL DISTRICT
REGULAR MEETING OF THE BOARD OF EDUCATION
Martinez Unified School District Board Room
921 Susana Street, Martinez, CA  94553
June 22, 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.

6:00 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 Pursuant to Education Code Section 35146 – Consideration of Student Readmission
Following Expulsion

3.2 Pursuant to Education Code Section 35146 - Confidential Student Matter:
Physical Education Exemption (AR 5113) - Student No. 2014-15-7

3.3 Pursuant to Government Code 54957.6 - Discussion with Unrepresented Employee -
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 June 8, 2015

9. Correspondence

10. Employee Organization Reports

10.1 Martinez Education Association

10.2 California School Employees Association
11. Comments from PTA

12. Staff/Board Comments/Reports

12.1 Summer School Update (Audrey Lee)

12.2 Oak Tree Branch Removal Update (Diane Deshler)

13. 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.

14. 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.

14.1 Resignation

Jennifer Kirkpatrick, Para Educator A, 3.5 hours per day, John Muir Elementary, effective June 13, 2015
Natalie Davis, Elementary Teacher, 1.0 FTE, Morello Park, effective June 15, 2015

14.2 Retirement

Jill Doolittle, Para Educator C, 5.5 hours per day, Martinez Early Intervention Preschool, effective June 13, 2015
Catherine DiMiceli, Psychologist, 1.0 FTE, Martinez Junior High, effective June 13, 2015
Sylvia Juslin, Office Manager, 8 hours per day, Vicente Martinez High, effective May 1, 2015

14.3 Employment of Certificated Personnel for the 2015-2016 School year, effective August 19, 2015

Amanda Hawkes, Sports Medicine Teacher, .60 FTE, Alhambra High School
Simone Rayner, English Teacher, .80 FTE, Martinez Junior High
Emily Adolph, Psychologist, 1.0 FTE, District Office
Robert Wilson, Special Education Teacher, 1.0 FTE, Alhambra High School
Evelyn Teran, Psychologist, 1.0 FTE, District Office
Ashley Louie, 5th grade Teacher, 1.0 FTE, Las Juntas Elementary School
Marcy Savala, 4th grade Teacher, 1.0 FTE, Las Juntas Elementary (temporary for the 2015-2016 school year)
Alyson Barrett, Special Education Teacher, 1.0 FTE, Martinez Junior High

14.4 Reclassification of Classified Employees

Stephanie Wentz, Administrative Secretary, Range 36 to Range 37, effective July 1, 2015
Rachele Collins, Para Educator C, Range 28 to Para Educator Intensive Instruction, Range 30, effective July 1, 2015
Erica Meadors, Para Educator C, Range 28 to Para Educator Intensive Instruction, Range 30, effective July 1, 2015
14.5 **Voluntary Transfers of Certificated Personnel for the 2015-2016 School Year**

- Tracy Donadio, Special Education Teacher, 1.0 FTE, Alhambra High School transferring to Martinez Early Intervention Preschool Program
- Janine Reed, Elementary Teacher, 1.0 FTE, Las Juntas Elementary School transferring to Morello Park Elementary School

14.6 **Employment of Classified Summer School Personnel**

- Michael Dosen, Summer Work Crew, effective June 15, 2015
- SangWon Yoon, Summer Work Crew, effective June 15, 2015
- Dulce Torres, Para Educator C Preschool, effective June 22, 2015
- Theresa Taylor, Para Educator C Grades K-2, effective June 22, 2015
- Flora Hernandez, Para Educator C Grades K-2, effective June 22, 2015

14.7 **Employment of Martinez Adult Education Personnel**

- Stephanie St. Onge, Adult Education Teacher, effective June 22, 2015
- Justin Salazar-Stewart, Adult Education Teacher, effective June 22, 2015

14.8 **Stipend Assignments**

- Kelley Sweeney, Track Coach, Martinez Junior High, $1224 *(correction from May 18, 2015)*
- Lupe Martinez, Saint Mary’s Master Teacher, $200
- Sarah Atchinson, Saint Mary’s Master Teacher, $400
- Jeanne Jones, Saint Mary’s Master Teacher, $200
- Brenda Navarro, Saint Mary’s Master Teacher, $200
- Alexis Brown, Saint Mary’s Master Teacher, $400
- Anna Walker, Saint Mary’s Master Teacher, $400

14.9 **Alhambra High School Spring Coaching Stipends for School Year 2014-15** as presented in Exhibit A

14.10 **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.

**Agreement for Professional Services between Dannis Woliver Kelley, a Professional Corporation and the Martinez Unified School District (MUSD)** as presented in Exhibit B
14.12 **Ratification of Contracts** as presented in Exhibit C

- Allen Waters  
- Charles Der  
- Linda Haymes  
- Whitney O’Keefe  
- John Geisness  
- Nicole Padoan  
- James Bylund

14.13 **Declaration of Surplus Equipment**

**Auto Shop – AHS:**
- Item 04617 - sandblasting cabinet
- Item 00795 - disc brake lathe
- Item 00796 - drum brake lathe

**MJHS Woodshop Storeroom (F-3):**
- #01878 16 inch Delta Scroll Saw
- #01903 16 inch Delta Scroll Saw
- #01908 Powermatic 24-inch Plainer
- #01907 Bench Grinder
- #01896 Drill Press
- #01898 Delta Table Saw
- No ID # Pexto Sheet Metal Shear
- No ID # Wood Lathe

**District Office:**

- CPU – Dell Model GX 520 – MUSD #12047, Serial # 4B2TB91 – Obsolete
- CPU – Dell Model GX 520 – MUSD #14270, Serial # FV3N7C1 – Obsolete
- Typewriter – IBM Wheelwriter – MUSD #2867, Serial #14330000036061 - Obsolete

14.14 **Resolution No. 2015-15 and CTE Letter and regarding the Vicente and Briones Facility Hardship Project**

**Background:** The resolution and letter were presented for information at the June 8, 2015 meeting.

14.15 **Title III LEA Plan Addendum**

**Background:** This item was presented for information at the June 8, 2015 meeting.

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

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

15.1 **Appointment of Principal, John Swett Elementary** (Rami Muth) **ACTION ITEM**

15.2 **Las Juntas Field Project** as presented in Exhibit D (Diane Deshler) **ACTION ITEM**

**Background:** Robert Calkins of the Contra Costa County Department of Conservation and Development will present further information to the Board regarding the Measure WW Program which will include an outline of the next steps involved.

Federal Glover’s Office needs a formal request from the school district, outlining the specifics, including the project costs and the amount being requested. The County will be compiling a list that will be submitted to the EBRPD.
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The Board will be asked to approve the letter presented requesting the supervisor’s office and the county office to include LJE on their potential project list for use of Measure WW grant funds.

15.3 Approval of Amended Memorandum of Understanding (MOU) Between New Leaf Collaborative and the Martinez Unified School District (MUSD) as presented in Exhibit E (Diane Deshler) ACTION ITEM

Background: The purpose of the MOU presented at the June 8, 2015 meeting is to establish a relationship between New Leaf Collaborative and the MUSD. The amended agreement describes the services and programs that will be provided to the students and educators of Martinez Unified School District.

15.4 Approval of the New Leaf Collaborative – Beverage Container Recycling Grant Project Amended Proposal as presented in Exhibit F (Diane Deshler) ACTION ITEM

Background: The Board will be asked to approve the project proposal which has been amended after the discussion at the June 8, 2015 meeting. This program will involve hands-on recycling education at MUSD schools, lunchtime recycling stewardship activities, waste diversion and recycling assessments. It will foster Green Teams that will continue program activities past the end of the grant term.

15.5 Agreement for Architectural Services with Hibser Yamauchi Architects, Inc. for Measure K Bond Projects as presented in Exhibit G (Bruce Leslie) INFORMATION AND POSSIBLE ACTION

Background: Hibser Yamauchi (HY) Architects will be the architectural firm providing services to the District for the next phase of Measure K bond projects. This agreement outlines the scope of work and possible timelines for the various projects. The request is for information and possible action in order to allow design work to begin during the summer break.

15.6 Approval of Future Contracts for Vicente/Briones Project: Vicente/Briones Site Soil Removal, MJHS Frontage Project (new Susana Street Parking/ Basketball Court/New Leaf Garden) (Bruce Leslie) ACTION ITEM

Background: The Board approved the Vicente/Briones School project Option 1 on November 17, 2014. On January 26, 2015, the Board was updated on soil testing and the need to develop an impacted soil removal plan through DTSC. On April 27, 2015, the Board was informed of a request to amend the contract for Terraphase Engineering to perform additional services for the removal action work plan (RAW) to keep the project moving forward (also approved by the Board). Pending the 30-day public review period for the RAW (6/3/15 - 7/3/15), DTSC will direct the District regarding the implementation the RAW. Upon DSA approval for new Vicente/Briones site plan, the MJHS Frontage project would begin during the summer break.

Staff will present the approximate budget figures for the soil removal and environmental oversight projects. An approximate budget for the MJHS Frontage project in support of the new Vicente/Briones school will be presented as well.

Staff recommendations: The Board is asked to authorize contingent approvals for issuance of contracts pending DTSC & DSA acceptance during the summer break. Funding from Measure K has already been approved.
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15.7 Las Juntas Elementary Xeriscaping/Landscaping Projects (Bruce Leslie) 
INFORMATION AND POSSIBLE ACTION ITEM

Background: The Board is being asked to approve modifications to the xeriscaping project at Las Juntas Elementary to include 2 courtyard areas as outdoor learning environments. This project is part of the district effort to reduce water consumption and will be part of our application for the conservation rebate program.

Staff recommendation: Approve funding of up to $200,000.00 for the completion of this entire project which includes the additional funds needed to re-landscape the frontage of the school. This will be funded through Fund 40.

15.8 New School Nutrition Software as presented in Exhibit H (Diane Deshler) 
INFORMATION AND POSSIBLE ACTION

Background: The District has researched new school nutrition software that will significantly upgrade the Food Service Department’s data management, reporting systems and point-of-sales software and student services at the school sites.

Staff recommendations: Staff recommends that the Board approve the purchase of Heartland School Solutions school nutrition software for $22,120.00. The new software system will be set up over the summer and implemented at each school site the first week of school in August. There will be an annual subscription fee of $9,679.00 which includes all software enhancements and technical phone support. The District will upgrade hardware at the middle and high schools for an approximate cost of $10,000.00 to support the new system. This will be funded through the unassigned ending fund balance.

15.9 Adoption of Resolution No. 2015-18 Authorizing Investment of Monies in the Local Agency Investment Fund as presented in Exhibit I (Rami Muth) INFORMATION AND ACTION ITEM

Background: The Contra Costa County Treasurer-Tax Collector’s Office requests Local Agency Investment Fund (LAIF) participants to update their resolutions of authorizing investment of monies in LAIF managed by the State of California Treasury when there are personnel changes. The Board is being asked to adopt Resolution No. 2015-18 for this purpose.

15.10 Approval of the 2015-16 Local Control and Accountability Plan (LCAP) (Audrey Lee) ACTION ITEM

Background: The state’s new funding formula requires that districts work with stakeholders to develop a Local Control and Accountability Plan (LCAP), beginning with the 2014-15 school year. District staff has held several meetings with key stakeholder groups in order to gain input that has informed the final draft of the plan. The MUSD Local Control Accountability Plan (LCAP) specifies the goals, actions, and expenditures and addresses the eight priority areas for all district TK-12 schools funded with the Local Control Funding Formula (LCFF).

The Governing Board held a public hearing at the June 8, 2015 board meeting to solicit the recommendations and comments of members of the public regarding the specific actions and expenditures proposed in the LCAP. The public hearing was held at the same meeting as the annual budget public hearing. (Education Code Section 52062 (b)).

Staff Recommendation: Approve the 2015-16 LCAP as presented. Copies of the final 2015-16 LCAP are available at the District Office and on the District website.
15.11 Approval of the 2015-16 Budget (Diane Deshler) ACTION ITEM

Background: California Education Code Section 1620 provides that, prior to adoption of the district budget, the MUSD Governing Board shall hold a public hearing. This hearing took place at the June 8, 2015 meeting.

The Board was also provided with a draft budget packet prior to the meeting. The 2015-16 Original Budget signifies a Positive Certification of its financial condition, based on the Governor's May Revise of the 2015-16 State Budget. The Positive Certification indicates that, based upon current projections, the District will meet its financial obligations for the current fiscal year and subsequent two fiscal years.

Additionally the District certifies that the 2015-2016 Budget includes expenditures outlined in the Local Control and Accountability Plan (LCAP). Copies of the budget are available at the District Office.

Staff Recommendation: Approve the 2015-16 Budget as presented.

15.12 Public Hearing (per AB 1200) Regarding Negotiated Compensation Increases for the Martinez Education Association (MEA), California School Employees Association (CSEA), Martinez Association of School Administrators (MASA) and Supervisory & Confidential Employees as presented in Exhibit J (Diane Deshler) INFORMATION ITEM

Background: There will be a public hearing (per AB 1200) on the District’s disclosure of the cost to fund negotiated salary settlements for the 2014-15 school year with CSEA, MEA, Certificated Administration and Classified Supervisory/Confidential. The settlements include a 4% increase in salary schedules effective July 1, 2014 through June 30, 2015 as well as a one-time payment to Psychologists for the 2014-15 year.

15.13 Ratification of Contract between the Martinez Education Association (MEA) and the Martinez Unified School District (MUSD) (Diane Deshler) ACTION ITEM

Background: The MEA and the Martinez Unified School District have reached agreement for the 2014-15 school year. The agreement includes a salary schedule increase of 4% effective July 1, 2014 as well as a one-time payment of 7% to 4.6 FTE Psychologist.

15.14 Ratification of Contract between the California School Employees Association (CSEA) and the Martinez Unified School District (MUSD) (Diane Deshler) ACTION ITEM

Background: The CSEA and the Martinez Unified School District (MUSD) had reached agreement for the 2014/15 school year in May, 2015 for a 3.08% salary schedule increase. This agreement is for .92% effective July 1, 2014.

15.15 Ratification of Meet & Confer Process between the Management Unit (MASA) and the Martinez Unified School District (MUSD) (Diane Deshler) ACTION ITEM

Background: Through the Meet & Confer process MASA and the Martinez Unified School District (MUSD) have reached agreement for the 2014/15 school year. For the 2014-15 school year. This agreement includes a salary increase of 4% effective July 1, 2014.
15.16 **Ratification of Meet & Confer Process between the Supervisory/Confidential Unit and the Martinez Unified School District (MUSD) (Diane Deshler) ACTION ITEM**

**Background:** Through the Meet & Confer process the Supervisory/Confidential Unit and the Martinez Unified School District (MUSD) have reached agreement for the 2014/15 school year. For the 2014/15 school year, the agreement includes a salary increase of four (4.0%) effective July 1st, 2014.

15.17 **Ratification of Employee Agreement between the Superintendent and the Martinez Unified School District (MUSD) (Diane Deshler) ACTION ITEM**

**Background:** If approved, the Superintendent shall receive an ongoing salary increase of 4%, retroactive to July 1, 2014.

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

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

18. **Adjournment** – The next Regular Meeting of the Board of Education will be August 10, 2015.