MARTINEZ UNIFIED SCHOOL DISTRICT
REGULAR MEETING OF THE BOARD OF EDUCATION
Martinez Unified School District Board Room
921 Susana Street, Martinez, CA 94553
March 24, 2014

“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
Chanell Drucker, Student Representative
Bobbi Horack, Clerk
Kathi McLaughlin, Member

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

5:00 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 Consideration of Student Expulsions, Pursuant to Education Code 48918(c) (K-12)

3.2 Conference with Labor Negotiators, Pursuant to Government Code 54957.6 – Superintendent Rami Muth, Assistant Superintendent David Robertson, and Chief Business Official Andi Stubbs, regarding MEA and CSEA.

3.3 Pursuant to Government Code Section 54956.95 – Liability Claims
Claimant: Cynthia Lonergan
Agency Claimed Against: Martinez Unified School District

3.4 Conference with Real Property Negotiators, Pursuant to Government Code 54956.8
Property: 3455 Alhambra Ave., Martinez, CA
Negotiators: Andi Stubbs

3.5 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: Regular Meeting of March 10, 2014
9. **Correspondence**

10. **Comments from Student Representative**

11. **Employee Organization Reports**

   11.1 **Martinez Education Association**

   11.2 **California School Employees Association**

12. **Comments from PTA**

13. **Presentation**

   13.1 **Cenergist Environmental Excellence Award** (Andi Stubbs)

      **Background:** Ed Graff will present a plaque and certificate of savings to the Martinez Unified School District.

   13.2 **Educational Showcase – Las Juntas Elementary** (Crystal Castaneda)

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:**

   15.1 **Measure B Citizens Oversight Committee Report** (Andi Stubbs)

   15.2 **Vicente Briones Update** (Andi Stubbs)

      **Background:** Aaron Jobson of QKA Architects will provide a brief update on the status of the Vicente/Briones project (new facility).

   15.3 **Summer Projects Report** as presented in **Exhibit A** (Andi Stubbs/Mike Pawlowski)

      **Background:** Staff will present a list of planned summer maintenance projects with funding sources.

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**

      Adam Garza, effective March 7, 2014
      Steve Knopf, effective February 24, 2014
      Jefferson Garcia, effective March 3, 2014
16.2 **Transfer of Certificated Personnel for 2014-15 School Year**

Samantha Groess, English Teacher, .80 FTE, Martinez Junior High transferred to Teacher on Special Assignment: Instructional Support, 1.0 FTE, District Office, effective July 1, 2014
Alexis Tamony, Math Teacher, 1.0 FTE, Martinez Junior High transferred to Teacher on Special Assignment: Instructional Support, 1.0 FTE, District Office, effective July 1, 2014

16.3 **Promotion of Classified Personnel**

Nicole Green, Para Educator A, 3.5 hours per day, John Muir Elementary, promoted to Registrar/Data Technician, 8 hours per day, 10.5 months per year, Martinez Junior High, effective August 1, 2014

16.4 **Employment of Certificated Substitute Personnel**

Carol Malin, effective March 6, 2014

16.5 **Employment of Classified Substitute Personnel**

Eleanor Zuzan, effective March 5, 2014
Ashley Mandery, effective March 6, 2014
Lisa Holliday, effective March 12, 2014
Raymond Bagno, Noon Duty, 2 hours per day, Martinez Junior High, effective February 13, 2014

16.6 **Request for Leave of Absence for 2014-2015 School Year**

Anne Martin, Teacher, 1.0 FTE, Martinez Junior High, requesting .40 FTE unpaid family leave

16.7 **Stipend Assignment**

Jeffrey Smith - Summer School Principal - Secondary - Grades 9-12 $6855

16.8 **Approval of Extended (overnight) Field Trip** as presented in Exhibit B

16.9 **Student Waiver Request Regarding the California High School Exit Exam (CAHSEE)**

**Background:** The California Education Code 60851 outlines the waiver process for students who take one or both parts of the CAHSEE with a *modification* and have received the equivalent of a passing score. Appropriate documentation has been verified by staff that the Alhambra High School students have met the requirements for the waiver request.

The students identified in the confidential paperwork given to the Board have met the three requirements outlined in Education Code Section 60851 (c):
1) “An individual education program adopted pursuant to the federal Individuals with Disabilities Act or a plan adopted pursuant to the Section 504 of the federal Rehabilitation Act of 1973 in place that requires accommodations or modifications to be provided to the pupil when taking the high school exit examination.
2) Sufficient high school level coursework either satisfactorily completed or in progress in a high school level curriculum sufficient to have attained the skills and knowledge otherwise needed to pass the high school exit examination.
3) An individual score report for the pupil showing that the pupil has received the equivalent of a passing score on the high school exit examination (350 or higher) while using the modification that fundamentally alters what the high school exit examination measures as determined by the State Board of Education.”


16.10 Approval of Measure K Citizens Oversight Committee Member as presented at the March 10, 2014 meeting.

16.11 Warrant Registers as presented in Exhibit Y

17. Items for Board Consideration or Action

17.1 Appointment of Coordinator of Educational Services (David Robertson) ACTION ITEM

17.2 Presentation of California School Employees Association (CSEA) and Martinez Unified School District Proposals for Negotiations for 2013-2014 (David Robertson) ACTION ITEM

Background: In the continuing effort to maintain and improve the Master Agreement between the California School Employees Association (CSEA) and the Martinez Unified School District (MUSD), the District will reopen the MUSD/CSEA master agreement including articles on Wages and Employee Travel (Article X), and Employee Benefit (Article XII).

California School Employees Association and our Martinez Chapter 99 are pleased to provide our initial proposal for our 2013-14 contract reopener negotiations to be sunshined pursuant to Educational Employment Relations Act Article 8, Public Notice 3547.

CSEA desires to alter or amend the articles as follows:

Article X – Wages and Employee Travel, Article XII - Employee Benefits, Article XIV – Leaves and Article XIV – Layoff Procedures

This notification is considered the sunshining process as prescribed by the State of California Education Code.

17.3 Proposed Memorial for Jenna Betti (Rami Muth) INFORMATION AND POSSIBLE ACTION ITEM

Background: A request is being made to plant a redwood tree in memory of Jenna Betti. The tree has been donated by the community and meets all established requirements for both the type and location of the tree according to the Maintenance and Grounds Department. A small plaque will be part of the memorial. The request comes from the MJHS student body and representatives from AHS to honor the fallen Bullpup in this way. The Betti family supports this request. The reason for information and possible action is to allow the dedication to coincide with another recognition from Susan Bonilla's office.
17.4 Resolution of Acceptance and Notice of Completion: Alhambra High School, Central Plant, HVAC and EMC Replacement – Contract 2 as presented in Exhibit C (Andi Stubbs) **ACTION ITEM**

**Background:** The Board will be asked to approve the attached Resolution of Acceptance (No. 2014-10) /Notice of Completion for the Alhambra High School, Central Plant, HVAC and EMC Replacement – Contract 2 (Measure K Bond Project, Phase I List). The work was completed by Martinez Sheet Metal. All related expenditures came within budget for this project.

17.5 Architectural Services for Alhambra High Conceptual School Master as presented in Exhibit D (Andi Stubbs) **INFORMATION ITEM**

**Background:** The District is finalizing the first phase of the Measure K project list. Prior to finalizing the phase 2 project list, the Board requested a conceptual master plan for Alhambra High School. The District released a request for qualifications for architectural and engineering services on January 30, 2014, which included a proposal Three (3) Conceptual Master Plan in order to develop a vision of the High School. Twenty-one (21) firms replied to the District's request. District formed a review/interview committee to evaluate responses and short listed six (6) firms to interview.

**Recommendation:** The Board is being asked to approve the finalist from the interview committee's deliberations and award HY Architects, Inc. the Alhambra High School conceptual master plan preparation in the amount of $25,860.

17.6 Vicente Martinez High School and Briones School, Draft Lease-Leaseback Agreements for New Classroom Building, Project (Andi Stubbs) **INFORMATION ITEM**

**Background:** On April 2, 2012, the Board approved “new construction under Phase I with a budget of $5,027,100” for the *Vicente Martinez High School and Briones School*. The RFP for the project was issued on January 6, 2014 reflective of the schematic design presented at the October 14, 2013 and October 28, 2013 Board Meetings. On February 10, 2014 the Board approved the Preliminary Services Agreement in the amount of $53,200 with JL Modular, Inc. for the construction of the New Classroom Building, Increment 2 at Vicente Martinez High School and Briones School, in order to move forward with the DSA submittal package. This project will be performed utilizing the lease-leaseback delivery method authorized pursuant to Education Code section 17406, et. seq.

**Staff Recommendation:** No Board action is required at this time. Staff is presenting a draft of the Lease-Leaseback Agreements to be finalized once the plans are approved by DSA.

17.7 Review of Resolution No. 2014-11 in the Matter of Relating to Consideration of Approval of a School Facilities Needs Analysis, Adopting Alternative School Facility Fees in Compliance with Government Code Sections 65995.5, 65995.6 and 65995.7 and Making Related Findings and Determinations as presented in Exhibit E (Andi Stubbs) **INFORMATION ITEM**

**Background:** The School Facility Needs Analysis provides justification for the Martinez Unified School District to administer alternative school facility fees on development.
The type and amount of these fees is the subject of the Facilities Needs Analysis prepared by Jack Schreder & Associates. Andi Stubbs, Chief Business Official will present information about the report. The Board will be asked to review Resolution No. 2014-11, in the matter of approving the School Facilities Needs Analysis, adopting alternative school facility fees in compliance with Government Code.

17.8 Review of Resolution No. 2014-12 to Surplus Property – Vicente Martinez High School and Briones School as presented in Exhibit F (Andi Stubbs) INFORMATION AND POSSIBLE ACTION ITEM

Background: On April 2, 2012, the Board approved “new construction under Phase I with a budget of $5,027,100” for the Vicente Martinez High School and Briones School. The Increment 1 Site Package for the project is currently at DSA for review and approval. Included in the plans is the demolition of the existing facilities in order to construct the new facilities. If the existing buildings are sold or donated, it could reduce the cost associated with the demolition.

Staff Recommendation: Review/Approve Resolution to surplus the property.

17.9 Review of Spanish Textbook for Adoption – Avancemos as presented in Exhibit G (Audrey Lee) INFORMATION ITEM

Background: Audrey Lee, Director of Curriculum and Educational Technology, will share the new Spanish textbook that was chosen by the World Language Department at Alhambra High School, the Avancemos series, published by Houghton Mifflin Harcourt. This textbook was approved by the Curriculum Advisory Council on March 4 and is being presented to the Board for information.

17.10 Review of Single Plans for Student Achievement as presented in Exhibit H (Audrey Lee) INFORMATION ITEM

Background: Audrey Lee, Director of Curriculum and Educational Technology, will highlight the modifications made to the Single Plans for Student Achievement for Martinez Junior High School, Alhambra High School and Vicente/Briones. The School Site Councils have met to review current data and make any necessary revisions to the plans. The Single Plans are designed to be used as a tool to align all site resources into a multi-year plan that addresses the academic, social, emotional, and safety needs of all students. Copies of the plans are available at the District Office.

17.11 Review and Approval of Proposals for Telecommunications Services ERate Funding Year 2014 as presented in Exhibit I (Max Eissler) INFORMATION AND POSSIBLE ACTION ITEM

Background: The Federal E-Rate funding program provides approximately 49% of the cost of district telecommunications services. In order to qualify for this funding the district must periodically post RFPs and evaluate proposals from all interested vendors with cost being the highest weighted factor. The evaluation committee reviewed proposals in five categories of service. In all cases, the proposal with the lowest total cost is being recommended:

Wide Area Network Services: AT&T, total annual cost $59,100
Internet Services: Contra Costa County Office of Education, total annual cost $7,000
Wireless Phone Services: Sprint/Nextel, total annual cost $5,743.58
ISDN/PRI (CALNET 3 1.4): AT&T, total annual cost $1,722.00
Long Distance Phone Service (CALNET 3 1.1): AT&T, total annual cost $924.48

Fiscal Impact: No new services are being proposed, all contract awards are for existing services. The proposed contracts represent a pre-discount decrease in cost from prior year rates of approximately $60,000. After ERate funding discounts are applied, the total cost savings represented by these contracts is approximately $31,000 annually.

17.12 First Reading of CSBA Board Policies and Administrative Regulations: December 2013

Background: In keeping with the updating of board policies, the Board will be asked to review the following CSBA policy updates which have been reviewed by MUSD Cabinet Members:
BP 2210, BP 3551, AR 3551, AR 3554, BP 4111, 4211, 4311, BP 4131, BP 4231, BP 4331, BP 5123, AR 5123, BP 5141.21, AR 5141.21, BP 5146, BP 6142.6, BP 6142.91, BP 6146.1, AR 6159.4, BP 6162.51, AR 6162.51, BP 6164.2, BP 6173.1, AR 6173.1, BP 6176, BP 6177, AR 7214

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 April 14, 2014.