MARTINEZ UNIFIED SCHOOL DISTRICT
REGULAR MEETING OF THE BOARD OF EDUCATION
Martinez Unified School District Board Room
921 Susana Street, Martinez, CA 94553
October 13, 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
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

6:10 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  Public Employee Discipline/Dismissal/Release, Pursuant to Government Code 54957

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 September 22, 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. **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. **Staff/Board Comments/Reports:**

14.1 **Measure C Citizens’ Oversight Committee Report** (Andi Stubbs)

14.2 **Diablo Gateways to Innovation Grant** (Rami Muth)

14.3 **Extended Day Kindergarten** (Rami Muth)

15. **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.

15.1 **Resignation**

Miranda Moore, Para Educator A, 3.5 hours per day, John Muir Elementary, effective October 10, 2014

15.2 **Employment of Certificated Personnel**

Emily Hook, Resource Specialist Teacher, 1.0 FTE, Alhambra High School, effective October 13, 2014

15.3 **Employment of Classified Personnel**

Jennifer Kirkpatrick, Para Educator A, 3.5 hours per day, John Muir Elementary, effective September 22, 2014
Victoria Bravo, Para Educator A, 3.5 hours per day, John Muir Elementary, effective September 30, 2014
Carly Pola, Para Educator A, 3.5 hours per day, John Muir Elementary, effective October 6, 2014

15.4 **Employment of Certificated Substitute Personnel**

George P. Wheable, effective September 22, 2014
Kristina Volkert, effective August 29, 2014

15.5 **Employment of Classified Substitute Personnel**

Lisa Adkisson, effective September 25, 2014
Maria Garcia, effective October 1, 2014

15.6 **Approval of Extended (overnight) Field Trips** as presented in Exhibit A

15.7 **Acceptance of Gift Donations**

Backpacks, calculators, pens, pencils, spiral notebooks and other school supplies from Grace Episcopal Church to Martinez Junior High School
15.8 **Non-Public School Placement/Individual Service Agreements**

**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.

15.9 **Quarterly Uniform Complaint Form** as presented in Exhibit B

15.10 **Ratification of Contracts** as presented in Exhibit C

- Jack Schreder & Associates - Coday Skinner
- Cherri Duffy - Woodbridge Children’s Center
- Ellen Concepcion - Muir Tech Computer Services

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

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

16.1 **Appointment of Program Specialist** (David Robertson) **ACTION ITEM**

16.2 **MUSD Demographic Study** (Andi Stubbs) **INFORMATION ITEM**

**Background:** Representatives of Jack Schreder and Associates will present a draft demographic study that includes enrollment projections for the district. This information will assist staff and the Board in decision-making with regard to long-range facility planning.

**Staff Recommendation:** The study, in draft form, is presented for information only at this time.

16.3 **Proposal Approval: Facility Condition Index (FCI) Assessment, MPE, MJHS, and “Lower Campus”** (Andi Stubbs) **ACTION ITEM**

**Background:** On June 23, 2014, the Board approved Facility Condition Index (FCI) assessments for JME, JSE, and LJE, in order to evaluate the useful life of each, and inform Board decisions regarding facilities projects. At the September 22, 2014 meeting, Hibser-Yamauchi Architects, Inc. presented a proposal for Facility Condition Index (FCI) assessments for MPE, MJHS, and the “Lower Campus,” in order to provide the Board and staff with information about the useful life of these sites as well (in addition to JME, JSE, and LJE).

**Fiscal Impact:** The cost for completing the assessments will be $6,500 for MPE, $6,000 for the “Lower Campus,” and $7,000 for MJHS for a total of $19,500. The cost for these site assessments would be split between Fund 40 (Special Reserve for Capital Outlay) and Fund 25 (Developer Fees).

**Staff Recommendation:** The Board is being asked to approve the proposal as presented.
16.4 Proposal Approval: Campus Master Planning: JME, JSE, LJE, MPE, MJHS, and “Lower Campus” (Andi Stubbs) ACTION ITEM

**Background:** At the September 22, 2014 meeting, Hibser-Yamauchi Architects, Inc., presented a proposal for site master planning as a next planning step following the completion and review of the three current (JME, JSE, LJE) and three proposed (MPE, “Lower Campus,” MJHS) site assessments. The resultant draft master plans would be reviewed by district staff in order to allow input regarding individual site needs and goals. The final master plans would incorporate demographic information, and reflect priorities in the development of each campus.

**Fiscal Impact:** The cost for completing campus master planning for each of the six sites would be a lump sum of $54,500. The cost for these site assessments would be split between Fund 40 (Special Reserve for Capital Outlay) and Fund 25 (Developer Fees).

**Staff Recommendation:** The Board is being asked to approve the proposal as presented.

16.5 Proposal Approval: District-wide Master Facility Plan (Andi Stubbs) ACTION ITEM

**Background:** At the September 22, 2014 meeting, Hibser-Yamauchi Architects, Inc., presented a proposal for a district-wide, comprehensive facility master plan which would include key district documents (landscaping standard, furniture refresh plan, demographic study, technology integration plan, etc.) in addition to the completed/proposed site assessments, and proposed campus master plans. The district-wide master plan will include prioritized projects, and a complete funding plan. Community input would be solicited through a forum, and all findings would be presented to the Board. The entire process would take 1-2 months (following the completion of the proposed site assessments and campus master plans).

**Fiscal Impact:** The cost for the comprehensive, district-wide master facility plan, including the community forum and Board presentation, is a lump-sum fee of $49,500, which would be split between Fund 40 (Special Reserve for Capital Outlay) and Fund 25 (Developer Fees).

**Staff Recommendation:** The Board is being asked to approve the proposal as presented.

16.6 California Assessment of Student Proficiency and Progress (CASPP) Data Report (Helen Rossi) INFORMATION ITEM

**Background:** Assembly Bill 484 outlined a new Assessment and Accountability program for students in the state of California. In 2013-2014, MUSD students in grades 3-8 participated in the Smarter Balanced Assessment Pilot, CST or CMA Science Testing, CAPA Testing at all levels, as well as the Early Assessment Program in 11th grade and the CAHSEE. Tonight's presentation will focus on the results of these assessments.

16.7 Public Hearing and Adoption of Resolution No. 2015-4 regarding Sufficiency of Instructional Materials as presented in Exhibit D (Audrey Lee) ACTION ITEM

**Background:** In August 2004, the State of California resolved a lawsuit filed in May of 2000. The Williams suit was filed by the American Civil Liberties Union (ACLU). The suit alleged that the state had not met its obligations to ensure that all of the state’s schools provided sufficient educational resources in three areas:
The purpose of this public hearing is to adopt a resolution stating that each pupil in the district has sufficient textbooks and instructional materials in the four core academic areas of English Language Arts, Math, Science and Social Studies and that these materials are aligned to the academic content standards and frameworks as adopted by the State Board of Education.

16.8 **First Reading of CSBA Board Policies and Administrative Regulations: August 2014** (Rami Muth) **INFORMATION ITEM**

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

AR 1312.4, E(1) 1312.4, E(2) 1312.4, BP 1330, BP 4112.2, AR 4112.2, BP 4112.21, AR 4112.21, BP 4115, AR 4115, BP 4117.3, BP 4131.1, AR 4131.1, BP 4315, E 4319.21, BP 5147, BP 5149, AR 6146.2, E 9323.2

16.9 **AR 3515 Policy Update** as presented in Exhibit E (David Robertson) **INFORMATION ITEM**

**Background:** Staff will provide an update on Administrative Regulation 3515 pertaining to Campus Security. The Board has asked for additional information on the procedures for use of security cameras and the retention of data. After reviewing Administrative Regulations of other school districts the exhibit provides a revision for the board to consider.

**Staff Recommendation:** This item is presented as information only. The Board will be asked to adopt the policy at a subsequent meeting.

16.10 **Public Hearing (per AB 1200) Regarding Negotiated Compensation Increase for California School Employees Association (CSEA)** as presented in Exhibit F (Andi Stubbs) **INFORMATION ITEM**

**Background:** There will be a public hearing (per AB 1200 and AB 2756) on the District's disclosure of the cost to fund a negotiated salary settlement, retroactive for the 2013-14 school year.

16.11 **Ratification of Agreement between the California School Employees Association (CSEA) and the Martinez Unified School District (MUSD)** as presented in Exhibit G (David Robertson) **ACTION ITEM**

**Background:** The California School Employees Association (CSEA) and the Martinez Unified School District (MUSD) have reached a tentative agreement for the 2013-14 school year. The 2013-14 agreement includes a 4% increase to the salary schedule, maintenance of benefit costs and other compensation equaling 5.7% in total compensation.

In addition, the California School Employees Association (CSEA) and the Martinez Unified School District (MUSD) have established a pilot Industrial Leave Bank. This is part of the total compensation package.
16.12 **October 20, 2014 Special Board Discussion Meeting** (Rami Muth) **ACTION ITEM**

*Background:* At the September 8, 2014 Regular Meeting of the Board of Education, the Board tentatively agreed to hold a Special Discussion Meeting Monday, October 20, 2014 regarding Measure K Phase 2 prioritization. The Board will discuss whether or not the meeting will be held on that date.

16.13 **Discussion Regarding CSBA Conference Attendance** (Rami Muth) **INFORMATION ITEM**

*Background:* The Board will discuss attendance at the CSBA Conference in San Francisco, December 13-16, 2014. The Board will also discuss which fees will be covered by the District, including the Delegate Assembly luncheon.

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

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

19. **Adjournment** – The next Regular Meeting of the Board of Education will be October 27, 2014