MARTINEZ UNIFIED SCHOOL DISTRICT
REGULAR MEETING OF THE BOARD OF EDUCATION - AMENDED AGENDA
Martinez Unified School District Board Room
921 Susana Street, Martinez, CA 94553
May 23, 2016
“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”

Deidre Siguenza, President
Bobbi Horack, Vice President
Jonathan T. Wright, Member
John L. Fuller, 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 and additional information 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 and will be available on the website under the agenda as “Additional Information”. 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 available on the District’s website at www.martinezusd.net

This meeting is being audio and video recorded. Speaker cards are available in the Board Room for Public Comments.

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

3.2 Pursuant to Government Code Section 54956.9 – Conference with Legal Counsel - Existing Litigation – Case Number C15-00975

3.3 Public Employee Discipline/Dismissal/Release, Pursuant to Government Code Section 54957

3.4 Pursuant to Government Code Section 54957 – Public Employee Performance Evaluation – Deputy 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 of May 9, 2016

9. Presentations

9.1 Presentation from Martinez Music Forum to Martinez School Music Programs (Wes Brinkman)
10. **Correspondence**

11. **Comments from Student Representative** (Superintendent Muth)

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 *Support for Special Populations* (Jessica Conkle)
   
   14.2 *Morello Park Elementary Facias and Gutter Issue Update* (Diane Deshler)
   
   14.3 *Measure K COC Report* (Diane Deshler)
   
   14.4 *Facilities Update* (Diane Deshler)

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**

   Alexis Tamony, Teacher on Special Assignment, 1.0 FTE, effective June 10, 2016

   16.2 **Retirement**

   Linda Garrett, Para Educator A, 2 hours per day, Morello Park Elementary, effective June 10, 2016

   16.3 **Employment of Classified Personnel**

   Emily Clugston, Adult Ed Secretary, 10 hours per week, Martinez Adult Education, effective May 13, 2016

   16.4 **Employment of Certificated Personnel for the 2016-2017 School Year, effective August 17, 2016**

   Amy Spencer, 5th grade Teacher, 1.0 FTE, Morello Park Elementary
16.5 **Adjustments of Certificated Personnel**

Jacqueline Chapman, Social Science Teacher, Martinez Junior High, .40 FTE increased to 1.0 FTE, effective July 1, 2016

16.6 **Stipend Assignments**

<table>
<thead>
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<th>Name</th>
<th>Position</th>
<th>School</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dan Bilanow</td>
<td>Golf Coach</td>
<td>Martinez Junior High</td>
<td>$1038</td>
</tr>
<tr>
<td>Mark Duarte</td>
<td>Track Coach</td>
<td>Martinez Junior High</td>
<td>$1273</td>
</tr>
<tr>
<td>Kelley Sweeny</td>
<td>Track Coach</td>
<td>Martinez Junior High</td>
<td>$1273</td>
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16.7 **Quarterly Uniform Complaint Form** as presented in Exhibit A

16.8 **Declaration of Surplus E Waste** as presented in Exhibit B

16.9 **AB86 Designee for Contra Costa County AB86 Consortium**

**Background:** The revised legislation for the AB86 block grant for adult education (Section 1. Article 9 - 84905) requires that members of the consortium be represented only by officials designated by the governing board of the consortium member. It is respectfully requested that the MUSD School Board designate Kathy Farwell as MUSD's official representative to the Contra Costa County AB86 Consortium effective July 1, 2016.

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

- AP and Deck Waterproofing Systems, Inc.

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

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

17.1 **Annual Integrated Pest Management (IPM) Report** (Bruce Leslie) **INFORMATION ITEM**

**Background:** Bruce Leslie, IPM Coordinator will provide a brief report on the status of the IPM program in Martinez.

17.2 **California Property Records System Fixed Assets Contract** as presented in Exhibit D (Diane Deshler) **INFORMATION AND POSSIBLE ACTION ITEM**

**Background:** As previously discussed at the May 9, 2016 board meeting, the District’s policy is to record assets purchased or acquired with an original cost of $5,000 or more as capital assets. In the 2014-15 Annual Financial Audit Report, it was identified that the district capital assets valuation needed to be updated. The recommendation was to conduct a physical inventory of all fixed assets and update the asset inventory records, including tracking methods, detailed reporting systems and district staff training.

**Staff Recommendation:** Staff recommends the District approve the contract with California Property Records System (CPRS) for $15,200. This expense is from the General Fund. There will also be an additional fee of approximately $1,300 annually once the project is completed to purchase the record keeping software and receive support by CPRS for on-going systems support. This will allow the work to be completed by the end of this school year.
17.3 **Alhambra High School Building K- Approval to Award Lease Leaseback Contract** (Diane Deshler) **ACTION ITEM**

**Background:** Alhambra High School Building K Project Increment 1 site package is at the Division of State Architect (DSA) for review and processing. Upon DSA approval of Increment 1, the District would like to execute the Lease Leaseback Back (LLB) agreement with JL Modular to commence work over the summer break. Increment 2 building package will be submitted to DSA in the near future. After DSA approval of Increment 2, the building scope will be added to the contract by amendment. This request is being made in order to prevent a delay so the project can stay on schedule for work to begin this summer.

**Staff Recommendation:** Provide delegation of authority by the District’s Board to the superintendent or superintendent’s designee to award the lease leaseback contracts and amendment to JL Modular for up to $5,000,000 pursuant to approval of the project increments by the Division of State Architect.

17.4 **Adoption of Resolution No. 2016-14 in the Matter of Classification of Fund Balances** (Diane Deshler) **ACTION ITEM**

**Background:** As explained at the May 9, 2016 meeting, in accordance with Governmental Accounting Standards Board Statement (GASB) No. 54, which became effective starting the 2010-11 fiscal year, the Board must pass a resolution each year in order to classify a fund balance as “committed”, which refers to amounts that are subject to internal constraints, self-imposed by formal action (i.e. by a vote, resolution, or the adoption of a budget).

For 2015-16, the Board designates the that fund balance as of July 1, 2015 in Fund 11, Adult Education, Fund 14, Deferred Maintenance, and Fund 20, Other Post-Employment Benefits (OPEB) are committed, and can only be used for the specific purposes of the fund.

**Staff recommendation:** Board is asked to approve/adopt Resolution 2016-14 for the Classification of Fund Balances in Governmental Funds.

17.5 **Approval of Single Plans for Student Achievement** (Audrey Lee) **ACTION ITEM**

**Background:** Audrey Lee, Director of Curriculum and Educational Technology highlighted the modifications made to the Single Plans for Student Achievement for John Muir Elementary, John Swett Elementary, Morello Park Elementary, Las Juntas Elementary, Martinez Junior High School, Alhambra High School and Vicente/Briones at the May 9, 2016 meeting. 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. Once approved they will also be posted on the District website.

17.6 **Financial Reporting System & Services for Measure K contract with Capital Program Management, Inc. as presented in Exhibit E** (Diane Deshler) **INFORMATION ITEM**

**Background:** Staff has researched new methods that will provide a more effective bond and facilities fiscal accounting system. Capital Program Management, Inc. (CPM) can provide services to MUSD to create a comprehensive multi-worksheet Excel Workbook used to track project budgets, expenditures and contracts for Bond programs. The
documents produced from this program will be used at Board Meetings, COC meetings, on the District website and internally for fiscal services purposes. The proposal to provide services is based on a fee budget as shown in the contract.

Fiscal Impact: The master program workbook proposal is based on a fee budget that does not exceed $14,900. This would be paid from the Building Fund (Fund 21).

17.7 Review Resolution No. 2016-17 Approving Amendments to the Recipient Eligibility Criteria for the John Nunes-Bulldog Fire Memorial Scholarship (Fund 73 – Trust Fund) as presented in Exhibit F (Diane Deshler) INFORMATION ITEM

Background: The John Nunes Bulldog Fire Memorial Scholarship was established by John Nunes with the criteria that only graduating seniors of Alhambra High School be considered for selection. This updated resolution allows that seniors from Alhambra High School and Vicente Martinez High School be considered for selection. This item is for information only and will be brought back to the June 13, 2016 meeting for action.

17.8 Review and Adoption of Resolution No. 2016-18 In the Matter of Ordering Regular Specifications of the Election Order as presented in Exhibit G (Rami Muth) INFORMATION ITEM

Background: A consolidated election is required in this District on November 8, 2016. Not later than July 8, 2016, a resolution specifying the date and purpose of the election must be delivered to the County Registrar-Elections Department. Adoption of this Resolution at the June 13, 2016 board meeting meets the necessary deadlines.

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 June 13, 2016.