5:30 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 Government Code Section 54957** – Public Employee Performance Evaluation – Superintendent and Deputy Superintendent

   3.2 **Pursuant to Government Code Section 54956.9** – Pending Litigation – Student # 2015-16-1

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 April 11, 2016

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. **Staff/Board Comments/Reports**
   
   13.1 **Measure K Projects Update** (Diane Deshler)
   
   The update will include:
   
   Vicente Briones High School Project Update
   Las Juntas Elementary HVAC Update
   John Swett Elementary HVAC and Roofing Projects Update
   Las Juntas Elementary Xeriscaping Project
   Summer Measure K Projects

   13.2 **Fiscal Services Update** (Diane Deshler)

   13.3 **Gold Ribbon Schools** (Rami Muth)

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. **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**

   Courtney Wells, Teacher, 1.0 FTE, Alhambra High School, effective June 10, 2016
   Sheila Joseph, Department Coordinator, Martinez Adult Education, effective May 6, 2016
   Timothy Sheil, Para Educator C, 5.5 hours per day, Martinez Junior High, effective April 15, 2016
   Damian Scott, Assistant Principal, 1.0 FTE, Alhambra High School, effective June 30, 2016

   15.2 **Employment of Classified Personnel**

   Samantha Casanova, Para Educator A, 3 hours per day, John Swett Elementary, effective April 11, 2016

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

   Wing Lee, Science Teacher, 1.0 FTE, Alhambra High School
   Isaac Raymond, Science Teacher, 1.0 FTE, Alhambra High School
   Emily Carpole, Special Education Teacher, 1.0 FTE, Martinez Junior High

   15.4 **Employment of Certificated Substitute Personnel**

   Linda Squillacote, effective April 1, 2016
   Cynthia Yeager, effective April 15, 2016
15.5 Request for Leave of Absence for 2015-2016 School Year
Laurel Edgecomb, Behavior Counselor, .80 FTE, Las Juntas Elementary, requesting .20 FTE unpaid leave of absence, effective May 5, 2016 through June 10, 2016

15.6 Request for Leave of Absence for 2016-2017 School Year
Emily Eaton, Teacher, 1.0 FTE, Vicente Martinez High, requesting .40 FTE unpaid leave of absence

15.7 Reclassification of Classified Employees
Christen Billecci, Administrative Secretary, Range 36 to Range 37, effective July 1, 2015
Paula Jarrett, Administrative Secretary, Range 36 to Range 37, effective July 1, 2015
Sarah Clugston, Administrative Secretary, Range 36 to Range 37, effective July 1, 2015

15.8 Stipend Assignments
Mark Duarte, 8th grade Boys Volleyball Coach, Martinez Junior High, $1273
Amber Cole, 7th grade Boys Volleyball Coach, Martinez Junior High, $1273

15.9 Authorization for the 2016-17 School Year Certificated Assignments as Provided in the Davis Bill (Education Code 44258.3)
Background: SB215 provides increased flexibility for teacher assignments in grades K-12. In the spring of 1992, the District adopted a policy based on Education Code 44258.3 that would provide the needed flexibility for District assignments while maintaining assurances that teachers assigned to teach outside of their credential authorizations have adequate knowledge of the subject matter to be taught. The Alternative Credentialing Committee (ACC) will meet to review the subject matter competency of the teachers who will be covered by the Davis Bill and will approve the respective assignments if acceptable. This provision allows the District to utilize provisions of the education code to assign staff to positions where it is deemed they have appropriate content knowledge and or experience, with the consent of the employee.

15.10 Annual Statement of Need for the 2016-17 School Year Thirty-Day Substitute Teaching Permits and the Emergency Designated Subjects Vocational Education Thirty-Day Substitute Teaching Permits as presented in Exhibit A
Background: Title 5, Section 80025, states that schools who hold or have applied for Emergency 30-Day Substitute Teaching Permits must file an Annual Statement of Need, Form 505a. This is an annual statement of need by District Staff which is provided to allow emergency permits when needed for substitute services by substitute employees who possess a 30-day emergency permit.

15.11 Extended (Overnight/Out of State) Field Trips as presented in Exhibit B

15.12 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.
15.13 **Declaration of Discarded Books** as presented in Exhibit C

15.14 **Declaration of Surplus E-Waste** as presented in Exhibit D

15.15 **Get Focused, Stay Focused Course and Curriculum**

   **Background:** This item was brought for information at the April 11, 2016 meeting.

15.16 **Spanish 1/2 Course**

   **Background:** This item was brought for information at the April 11, 2016 meeting.

15.17 **2016-17 Contract Amendment Agreement between MUSD and Sodexo America, LLC**

   **Background:** This item was brought for information at the April 11, 2016 meeting.

15.18 **Ratification of Contracts** as presented in Exhibit E

   - Buck Institute for Education
   - Pawar Transportation LLC
   - Loaves and Fishes of Contra Costa County
   - Double Eagle Private Security, Inc.

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

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

16.1 **Technology Integration Plan** - Including Plans for Cyber Safety (Max Eissler and Audrey Lee) **INFORMATION ITEM**

   **Background:** The District's current technology plan expires in June of 2016. For the past two years the District has been reviewing the results of the initial technology integration initiative with key constituency groups such as the Technology Advisory Committee, Cabinet and Administrative Council. The resulting updated and revised plan for the period of July 2016 through June 2019 is being presented to the Board for future approval and includes new technology focus areas, professional development plans and budgets for this period. This plan will be on the District website under “Additional Information” with the agenda.

16.2 **Presentation of Master Facilities Plan** (Diane Deshler) **INFORMATION ITEM**

   **Background:** The Board is being asked to provide direction regarding the recommendations of the Facility Steering Committee. These recommendations will be incorporated into the final document that will be presented in May. Documents will be available on the District website under “Additional Information” with the agenda.

16.3 **Associated Valuation Services Fixed Assets Contract** as presented in Exhibit F (Diane Deshler) **INFORMATION AND POSSIBLE ACTION ITEM**

   **Background:** 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 had not been properly updated in a timely and accurate manner. The recommendation was to conduct a physical inventory of all fixed assets and update the asset inventory records. The District agreed
with the recommendation. The proposed agreement with Associated Valuation Services for $17,785 includes a detailed fixed asset inventory audit for the district. Along with capital asset inventory there will be an inventory of fixed assets between $500 and $4900. This agreement includes updating records, tracking methods and detailed reporting systems along with district staff training in the maintenance of reporting systems.

16.4 Approval of Contract for Exterior Painting of Las Juntas Elementary as presented in Exhibit G (Diane Deshler) ACTION ITEM

Background: The exterior painting for Las Juntas Elementary School project was part of the Summer 2016 Maintenance Project List that was discussed at the February 22, 2016 Board Meeting. This project was also on the Summer 2015 Project List. Four (4) contractors attended the job walk on March 22, 2016. There was one bid submitted by C & J Painting on April 12, 2016 for $138,000. The vendor selection process followed the California Public Contract Code and the Uniform Public Construction Cost Accounting Act (CUPCCA) procedures. The District updates the Qualified Vendor list annually. The District contacted the vendors on the list as well as reaching out to vendors who were on the list the previous year and had not updated their annual information or asked to be on the vendor list for 2015-16.

Fiscal Impact: This $138,000 project will be funded by Fund 40 – Special Reserve Fund for Capital Outlay Projects.

16.5 Approval of Contract for Alhambra High School Exterior Painting of Trim and Iron Works as presented in Exhibit H (Diane Deshler) ACTION ITEM

Background: The exterior painting for Alhambra High School project was part of the Summer 2016 Maintenance Project List that was discussed at the February 22, 2016 Board Meeting. This project was also on the Summer 2015 Project List. Four (4) contractors attended the job walk on March 22, 2016. There was one bid submitted by C & J Painting on April 12, 2016 for $172,000. The vendor selection process followed the California Public Contract Code and the Uniform Public Construction Cost Accounting Act (CUPCCA) procedures. The district updates the Qualified Vendor list annually. The district contacted the vendors on the list as well as reaching out to vendors who were on the list the previous year and had not updated their annual information or asked to be on the vendor list for 2015-16.

Fiscal Impact: This $172,000 project will be funded by Fund 40 – Special Reserve Fund for Capital Outlay Projects.

16.6 Adoption of Resolution No. 2016-13 in the Matter of Increasing School Facilities Fees as Authorized by Government Code Section 65995 (Diane Deshler) ACTION ITEM

Background: As explained at the April 11, 2016 meeting, the District is currently eligible to charge the higher “Level 2” developer fees for residential and commercial construction, as per a Resolution adopted by the Board; however, a study must be conducted to adjust “Level 1” fees each year, so that the most current “Level 1” rate approved by the State Allocation Board can be charged should the district ever lose “Level 2” eligibility. The Developer Fee Justification Study dated March 21, 2016, provides verification that the district may raise the “Level 1” fees from $3.36 to $3.48 for residential construction and from $0.54 per square foot to $0.56 per square foot for commercial/industrial construction.

Staff Recommendation: The Board adopt Resolution No. 2016-13.
16.7 Approval of Safe School Plans (CJ Cammack) **ACTION ITEM**

**Background:** The Board was presented with a general summary of the information included in the safety plans for each of the school sites in MUSD at the April 11, 2016 meeting. Copies of the safety plans were available on the District’s website and as “Additional Information” with the board agenda.

16.8 Declaration of Need for Fully Qualified Educators for the 2016-17 School Year as presented in Exhibit I (CJ Cammack) **ACTION ITEM**

**Background:** The California Commission on Teacher Credentialing (CCTC) (Title 5, Section 80023-80026) requires that school districts complete a blanket Declaration of Need for Fully Qualified Educators, CL500, for positions in which they anticipate an emergency situation may exist and which are other than 30-Day Emergency Substitute Teaching Permits.

16.9 2016-17 Contra Costa County School Board Association (CCCSBA) Membership Information (Rami Muth) **ACTION ITEM**

**Background:** This item was brought to the Board at the April 11, 2016 meeting. More information has been gathered and will be shared. The Board will be asked to decide if Martinez Unified wants to have representation on the CCCSBA Board. The cost would be $200 per year.

16.10 Interdistrict Transfer Agreement as presented in Exhibit J (Helen Rossi) **INFORMATION ITEM**

**Background:** Beginning in the 2011-12 school year, each district in Contra Costa County entered into an Interdistrict Agreement, pursuant to Education Code 46600. This agreement which will remain in effect until June 30th, 2016, allows students to apply to other schools in the county on an annual basis, based upon space availability and attendance, grade and behavior reports. This new agreement would keep the same provisions in effect and would remain in place from July 1, 2016 until June 30, 2021.

16.11 First Reading of CSBA Board Policies and Administrative Regulations: March 2016 (Rami Muth) **INFORMATION ITEM**

**Background:** In keeping with the updating of policies, the Board is being asked to review the CSBA Board Policies, Administrative Regulations and Minor Revisions for March 2016 which have been reviewed by the appropriate Cabinet members.

BP 1312.3, AR 1312.3, BP 5146, BP 6142.7, AR 6142.7, BP 6152, AR 6162.51, BP 6164.2

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 May 9, 2016 and there will be a Special Discussion Meeting May 2, 2016 at 5:30 p.m.