MARTINEZ UNIFIED SCHOOL DISTRICT
REGULAR MEETING OF THE BOARD OF EDUCATION
Martinez Unified School District Board Room
921 Susana Street, Martinez, CA  94553
May 9, 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
Blake Johnson, Student Representative
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.

5:45 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

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 25, 2016 and the Special Discussion Meeting of May 2, 2016

9. Presentations

   9.1 Introduction of New Student Representative to the Board of Education (Blake Johnson)

   9.2 Honor Blake Johnson, Outgoing Student Representative to the Board of Education (Rami Muth)

10. Correspondence

11. Comments from Student Representative
12. **Employee Organization Reports**

12.1 **Martinez Education Association**

12.2 **California School Employees Association**

13. **Comments from PTA**

14. **Staff/Board Comments/Reports**

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**

Sarah Wheeler, Teacher, 1.0 FTE, John Swett Elementary, effective June 10, 2016

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

Katie Pieper, Math Teacher, 1.0 FTE, Martinez Junior High
Melissa Predny-Teeman, School Psychologist, .80 FTE, District Office
Lisa Tsai, Behavior Counselor, 1.0 FTE, District Office
Arlan Alumbaugh, Special Education Teacher, 1.0 FTE, Alhambra High School
Rianna Bensing, Special Education Teacher, 1.0 FTE, John Muir Elementary

16.3 **Request for Leave of Absence for 2016-2017 School Year**

Leah VanDeth, School Psychologist, 1.0 FTE, requesting .20 FTE unpaid leave of absence

16.4 **Employment of Classified Personnel**

Caitlin Ray, Para Educator C, 5.5 hours per day, Martinez Junior High, effective May 2, 2016

16.5 **Employment of Certificated Substitute Personnel**

Timothy Sheil, effective April 18, 2016
Esther Whiteman, effective April 2, 2016

16.6 **Employment of Classified Substitute Personnel**

Andrea Townsley, Noon Duty Supervisor, John Swett Elementary, effective May 2, 2016
16.7 Approval of Interdistrict Transfer Agreement

**Background:** This agreement was presented at the April 25, 2016 meeting for information.

16.8 2016-2017 Designation of CIF Representatives to League as presented in Exhibit A

16.9 Memorandum of Understanding between Martinez Unified School District and WestEd as presented in Exhibit B

16.10 Declaration of Surplus E Waste as presented in Exhibit C

16.11 Ratification of Contracts as presented in Exhibit D

- Nicole Padoan
- James Bylund

16.12 Warrant Registers as presented in Exhibit Y

17. Items for Board Consideration or Action

17.1 Appointment of Assistant Principal at Alhambra High School (CJ Cammack)  
**ACTION ITEM**

17.2 Measure K Alhambra High School Building K Report (Diane Deshler)  
**INFORMATION AND POSSIBLE ACTION ITEM**

**Background:** Staff will present an update on the Alhambra High School Building K project. This will include reviewing the building design, budget and project timeline. Design options for Building K will be reviewed and evaluated. There will be documents under “additional information” with the agenda on the District website. The Board is being asked to take action so that the Building K Project will remain on schedule with work commencing in June.

17.3 Technology Integration Plan - Including Plans for Cyber Safety (Audrey Lee)  
**ACTION ITEM**

**Background:** Chief Technology Officer Max Eissler and Director of Curriculum & Educational Technology Audrey Lee presented the Board with highlights from the Technology Integration Plan at the April 25, 2016 meeting. As they explained, 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 includes new technology focus areas, professional development plans and budgets for this period. This plan was available on the District website under “Additional Information” with the agenda.

17.4 Bid Award and Contracts Options for HVAC Project at Las Juntas (Mechanical Bid Package) as presented in Exhibit E (Diane Deshler)  
**ACTION ITEM**

**Background:** Staff will present three options for board consideration regarding the Mechanical Bid Package for the HVAC project at LJE. The Board approved the Las Juntas HVAC and Controls as part of the Phase 2 Measure K bond list. On December 14,
2015, the Board was updated on the estimated cost and obtained approval to move forward with the bidding on the HVAC and Controls work for the classrooms with a reallocation of $81,000 within the budget. A Measure K Projects Update was presented on April 25, 2016 including the Las Juntas Project bidding and re-bidding. The bid opening for the multi-prime bid packages was held on April 29, 2016 at 2:00 p.m. Staff will move forward with Mechanical Bid Package based on option chosen at Board Meeting.

17.5 **Bid Award for HVAC Project at Las Juntas (General Trades and Electrical Bid Packages)** as presented in Exhibit F (Diane Deshler) **ACTION ITEM**

**Background:** The Board is being asked to award the bid packages and amounts for the total combined amount of $276,600 for the Project at Las Juntas Elementary School as follows:

Bid Package, General Trades – R.A Jones Construction in the amount of $121,900.
Bid Package, Electrical – Alhambra Electric in the amount of $154,700.

Based upon the direction given regarding the options for the HVAC project at Las Juntas, this item may not be applicable.

17.6 **Approval of Financial Auditing Services Proposal** as presented in Exhibit G (Diane Deshler) **INFORMATION AND POSSIBLE ACTION ITEM**

**Background:** The District released Request for Proposal #2016-1 requesting proposals from interested Certified Public Accountants to perform independent financial audits, under agreement with the District, for the years 2015-16, 2016-17, and 2017-18 with an option for renewal, at the District’s sole discretion, under the same terms and conditions for the years 2018-19 and 2019-20. The proposal included two audits. Basic independent audit of the District’s funds as specified in the most recent issue of the State Controller’s audit guide, Standards and Procedures for Audits California K-12_Local Educational Agencies, and the AICP industry guide, Auditing of State and Local Government Units and audit (performance and financial) of one Proposition 39 Bond Program: Measure K. The deadline for the proposal was April 22, 2016. The District received three proposals. The proposal stated that selection will be made on an evaluation of the entire information supplied in the SOP, and not solely on the basis of the lowest proposal. Three auditing firms submitted proposals. Christy White Associates was selected.

Recommendation: Staff is recommending that the Board approve the contract for financial auditing services with Christy White Associates.

Fiscal Impact: The cost for the 2015-16 Fiscal Year audits will be $29,350.

17.7 **Approval of Bond Counsel and Disclosure Services Proposal** (Diane Deshler) **INFORMATION AND POSSIBLE ACTION ITEM**

**Background:** In preparation for a potential bond, the District released Request for Proposal #2016-2 requesting proposals from qualified firms to serve as Bond and Disclosure Counsel. The proposal stated that selection will be made on an evaluation of the entire information supplied in the SOP, and not solely on the basis of the lowest proposal. Four firms submitted proposals. Orrick, Herrington & Sutcliffe LLP was selected.
Recommendation: Staff is recommending that the Board approve Orrick, Herrington & Sutcliffe LLP as the District’s Bond and Disclosure Services counsel. They will begin the process of drafting a bond resolution for future Board consideration.

17.8 **Adoption of CSBA Board Policies and Administrative Regulations: March 2016**
(Rami Muth) **ACTION ITEM**

Background: In keeping with the updating of policies, the Board is being asked to adopt the CSBA Board Policies, Administrative Regulations and Minor Revisions for March 2016 which have been reviewed by the appropriate Cabinet members and were presented for information at the April 25, 2016 meeting to the Board.

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

17.9 **Adoption of Resolution No. 2016-15 to Recognize Teacher Appreciation Week and Resolution No. 2016-16 to Recognize Classified School Employee Week** as presented in Exhibit H (Rami Muth) **ACTION ITEM**

Background: The Board is being asked to adopt the following Resolutions in honor of the countless contributions of our certificated and classified staff. We have designated Wednesday, May 11, 2016 as Staff Appreciation Day. We use this opportunity as a way to publicly celebrate the many hardworking and dedicated employees for their tireless efforts on a day-to-day basis on behalf of our students. It is due to their efforts that we have been able to create award-winning schools that are safe, positive environments for students and staff.

17.10 **Every Student Succeeds Act (ESSA) Part II** (Helen Rossi and Jessica Conkle) **INFORMATION ITEM**

Background: The Every Student Succeeds Act (ESSA) was signed by President Obama on December 10, 2015, and represents good news for our nation’s schools. This bipartisan measure reauthorizes the 50-year-old Elementary and Secondary Education Act (ESEA), the nation’s national education law and longstanding commitment to equal opportunity for all students. Tonight’s informational presentation focuses on the new accountability regulations will be linked with the LCFF, LCAP and individual School Site plans.

17.11 **Review of Resolution No. 2016-14 in the Matter of Classification of Fund Balances** as presented in Exhibit I (Diane Deshler) **INFORMATION ITEM**

Background: 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: Information tonight and the Board will be asked to approve Resolution 2016-14 for the Classification of Fund Balances in Governmental Funds at the May 23, 2016 meeting.
17.12 **Review of Single Plans for Student Achievement** as presented in Exhibit J (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 John Muir Elementary, John Swett Elementary, Morello Park Elementary, Las Juntas Elementary, 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 and under “additional information” with the agenda on the District website. Once approved they will also be posted on the District website.

17.13 **The Local Control Accountability Plan (LCAP) Information and Public Comment Period** as presented in Exhibit K (Audrey Lee) INFORMATION ITEM

**Background:** The plan being presented reflects the input gathered from multiple stakeholder group meetings that included parents, teachers, students, administrators, classified staff, union groups and members of the community. The plan will now be shared with various stakeholder groups and will be open for public comment through June 9th. The plan will be revised based upon additional input and will be presented to the Board on June 13th for information and on June 27th for action in conjunction with the District budget as prescribed by law.

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 May 23, 2016.