



UNION SCHOOL DISTRICT

Board of Trustees Minutes – Regular Meeting

Date: December 11, 2017

Place: District Administration Building
5175 Union Avenue
San Jose, California 95124

Time: 6:00 P.M.

Board Present: Sheila Billings, President
Jennifer Petroff, Clerk
Vickie Brown
Doug Evans
Thomas E. Rossmeissl

Staff Present: Denise Clay, Superintendent
Steve Burrell, Director
Andrew Schwab, Associate Supt.
Rita Sohal, Assistant Superintendent

1. CALL TO ORDER / FLAG SALUTE/SCHOOL PRESENTATION

Board President Sheila Billings called the meeting to order at 6:00 p.m. Alta Vista Kindergarten and first grade students led the flag salute. The students demonstrated Guided Reading small-group reading instruction. The instructional strategy began at Alta Vista in September and supports students in developing reading proficiency.

6:00 – 6:23
Call to order/
Flag salute/
Alta Vista
Presentation

2. APPROVAL OF AGENDA AND MINUTES

Board of Trustee Vickie Brown moved to approve the agenda and minutes, seconded by Board of Trustee Jennifer Petroff. The agenda and minutes were approved as follows:

6:23 – 6:23
Approval of
Board agenda
and minutes

Ayes: Billings, Brown, Evans, Petroff, Rossmeissl
Noes: None
Abstain: None
Absent: None

2.1 The agenda was approved.

2.2 The minutes of the regular Board meeting of November 13, 2017 were approved.

3. BOARD RECOGNITION

The Board of Trustees recognized retired Board of Trustee member Janice Hector for her for her 27 years of service to Union School District.

6:23 – 7:20
Board
Recognition

4. COMMUNITY COMMENTS /COMMUNICATIONS

There were no community comments.

7:20 – 7:20
No Community
Comments

5. REPORTS FROM THE BOARD AND SUPERINTENDENT

The Board of Trustees reported on their visits to school and district events.

7:20 – 7:27
Reports from
Board and
Superintendent

6. APPROVAL OF CONSENT ITEMS

Board of Trustee Thomas Rossmeissl moved for approval of the consent items. Board of Trustee Vickie Brown seconded the motion and approved the consent items by the following roll call vote:

7:27 – 7:30
Approved
Consent Items

Ayes: Billings, Brown, Evans, Petroff, Rossmeissl
Noes: None
Abstain: None
Absent: None

- 6.1 The Board of Trustees approved the personnel report.
- 6.2 The Board of Trustees approved the warrant list.
- 6.3 The Board of Trustees approved the budget transfers and revisions.
- 6.4 The Board of Trustees approved the declaration of surplus property for private sale or discard.
- 6.5 The Board of Trustees approved the classified job descriptions as amended.
- 6.6 The Board of Trustees approved and ratified the seventh addendum to the lease agreement with Synergia Educational Foundation for a portion of the Athenour School site.
- 6.7 The Board of Trustees approved and ratified the first addendum to the lease agreement with Stellar Scholastics, Inc. for a portion of the Athenour School site.
- 6.8 The Board of Trustees approved and ratified professional services fees for the bond program.
- 6.9 The Board of Trustees accepted a donation from Karen Purcell (C.A.R.E. for the Bay Area) for Union Middle School.

7. ACTION ITEMS

7.1 Associate Superintendent Andrew Schwab presented new Board Policy 5141.4, Child Abuse Prevention and Reporting, for adoption. Board of Trustee Vickie Brown moved for approval of adoption. The motion was seconded by Board of Trustee Jennifer Petroff, and BP 5141.4 was adopted by the following 5-0 vote:

7:31 – 7:31
Adopted
BP 5141.4,
Child Abuse
Prevention and
Reporting

Ayes: Billings, Brown, Evans, Petroff, Rossmeissl
Noes: None
Abstain: None
Absent: None

- | | | |
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| 7.2 | Andrew Schwab, Associate Superintendent, presented the 2017-18 Comprehensive School Safety Plans (CSSPs) for approval. Board of Trustee Vickie Brown motioned for approval, seconded by Board of Trustee Doug Evans. The 2017-18 CSSPs were approved by the following vote: | 7:31 – 7:37
Approved
Comprehensive
School Safety
Plans |
| | Ayes: Billings, Brown, Evans, Petroff, Rossmeissl
Noes: None
Abstain: None
Absent: None | |
| 7.3 | Assistant Superintendent Rita Sohal reviewed the First Interim Report as of October 31, 2017 and requested approval. Board of Trustee Thomas Rossmeissl moved for approval of the First Interim Report. The motion was seconded by Board of Trustee Doug Evans. The First Interim Report was approved by the following 5-0 vote. | 7:37 – 7:57
Approved
First Interim
Report |
| | Ayes: Billings, Brown, Evans, Petroff, Rossmeissl
Noes: None
Abstain: None
Absent: None | |
| 7.4 | Assistant Superintendent Rita Sohal shared the Budget Development Calendar for the 2018-19 fiscal year for approval. Board of Trustee Vickie Brown moved for approval, seconded by Board of Trustee Jennifer Petroff. The Budget Development Calendar was approved by the following vote. | 7:58 – 7:58
Approved
Budget
Development
Calendar |
| | Ayes: Billings, Brown, Evans, Petroff, Rossmeissl
Noes: None
Abstain: None
Absent: None | |
| 7.5 | Superintendent Denise Clay requested approval for total compensation for all Management, Supervisory, Confidential and Unrepresented employees consistent with the total compensation increases provided to UDEA and CSEA employees. Board of Trustee Thomas Rossmeissl moved for approval of the total compensation. The motion was seconded by Board of Trustee Jennifer Petroff and was approved by the following 5-0 vote: | 7:58 – 7:59
Approved
2017-18 Total
Compensation
for all
Management,
Supervisory,
Confidential
and
Unrepresented
Employees |
| | Ayes: Billings, Brown, Evans, Petroff, Rossmeissl
Noes: None
Abstain: None
Absent: None | |
| 7.6 | Assistant Superintendent Rita Sohal requested approval of increases to total compensation for the Superintendent for 2017-18 as per the contract. Board of Trustee Vickie Brown moved for approval, seconded by Board of Trustee Thomas Rossmeissl, and the Superintendent's total compensation for 2017-18 was approved. | 7:59 – 7:59
Approved
2017-18 Total
Compensation
for
Superintendent |
| | Ayes: Billings, Brown, Evans, Petroff, Rossmeissl
Noes: None
Abstain: None
Absent: None | |

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| 7.7 | Director of Human Resources, Steve Burrell, requested Board approval for a three-year student teaching agreement with Cal Poly, San Luis Obispo. Board of Trustee Doug Evans moved for approval of the agreement. The motion was seconded by Board of Trustee Thomas Rossmeissl and was approved. | 7:59 – 8:01
Approved
Three-year
Student
Teaching
Agreement
with Cal Poly,
San Luis
Obispo |
| | Ayes: Billings, Brown, Evans, Petroff, Rossmeissl
Noes: None
Abstain: None
Absent: None | |
| 8.0 | DISCUSSION/INFORMATION ITEM | |
| 8.1 | Coordinator of Learning and Innovation, Michael Stock presented information on the Union BELL (Boldly Embracing Lifelong Learning); an optional, online, self-paced professional development program for Union teachers. | 8:01 – 8:21
Union BELL
Presentation |
| 8.2 | Superintendent Denise Clay shared there was discussion to add Automatic External Defibrillators (AEDs) to our schools during the October and November board meetings. Superintendent Denise Clay asked if the Board of Trustees would like to move forward with a decision. The Superintendent and Board of Trustees agreed that the district will move forward with the decision to place AEDs at our schools. | 8:21 – 8:24
AED Discussion |
| 9. | ANNUAL ORGANIZATIONAL MEETING | |
| 9.1 | The Board held its annual election of officers to serve for 2018. Board of Trustee Sheila Billings was elected President, Board of Trustee Vickie Brown was elected Vice President, and Board of Trustee Jennifer Petroff was elected to serve as the Clerk. Board of Trustee Thomas E. Rossmeissl was designated to cast the Board's vote for the 2018 County Committee on School District Organization and Board of Trustee Doug Evans was designated to represent the Board of Trustees on the Santa Clara County School's Executive Board. Board of Trustee Thomas Rossmeissl motioned to approve the election, and the motion was seconded by Board of Trustee Doug Evans. The Board voted 5-0 to approve the election of officers. | 8:24 – 8:30
Annual
Organizational
Meeting and
Election of
Officers |
| | Ayes: Billings, Brown, Evans, Petroff, Rossmeissl
Noes: None
Abstain: None
Absent: None | |
| 10. | REPORTS OF ASSOCIATION | 8:30 – 8:30 |
| 10.1 | There was no CSEA report. | No CSEA
Report |
| 10.2 | There was no UDEA report. | No UDEA
Report |
| 11. | REVIEW BOARD AGENDA CALENDAR/FUTURE AGENDA ITEMS | 8:30 -8:31 |
| | Superintendent Denise Clay requested a date to discuss the Sunday field use for athletic leagues. Board of Trustee Thomas Rossmeissl requested background. The date was identified as the January 22, 2018 Board meeting. | Reviewed
Board Agenda
Calendar |

12. CLOSED SESSION

8:31 – 8:51
Closed session

The Board of Trustees met in closed session with Superintendent Denise Clay, Associate Superintendent Andrew Schwab, Assistant Superintendent Rita Sohal and Director of Special Education Linda Haines to discuss a mediated settlement for Case 17.18.C

The Board of Trustees and Superintendent Denise Clay deferred the closed session item to discuss Public Employee Performance Evaluation (Govt. Code § 54957) Title: Superintendent to follow Agenda Item 14, the Board Study Session.

Deferred
Public
Employee
Performance
Evaluation
Title:
Superintendent

13. REPORT OF ACTION TAKEN IN CLOSED SESSION

8:51 – 8:52
Report from
Closed Session

The Board approved a mediated settlement for Case No. 17.18.C. Board of Trustee Vickie Brown motioned to approved, seconded by Board of Trustee Jennifer Petroff. The Board of Trustee members approved the settlement by the following vote:

Ayes: Billings, Brown, Evans, Petroff, Rossmeissl
Noes: None
Abstain: None
Absent: None

14. BOARD STUDY SESSION

8:52 – 9:24
Bond and
Construction
Projects

The Board of Trustees, Superintendent Denise Clay, Director Steve Burrell, Assistant Superintendent Rita Sohal, Associate Superintendent Andrew Schwab and Director of Operations Joe Ayala met in a board study session to discuss bond and construction projects.

12. RECONVENED CLOSED SESSION

9:24 – 10:07
Reconvened
Closed Session

The Board of Trustees and Superintendent Denise Clay met in closed session to discuss Public Employee Performance Evaluation (Govt. Code § 54957) Title: Superintendent. There was no further action taken in closed session.

15. ADJOURNMENT

10:07 p.m.
Adjourned

Board of Trustee Vickie Brown moved to adjourn the meeting at 10:07 p.m. Board of Trustee Jennifer Petroff seconded the motion and the motion was approved. The next regularly scheduled meeting is January 22, 2018.

Respectfully submitted,

Denise Clay, Secretary

Approved by Board Action:

Clerk