



**Moreland School District
Board of Trustees Meeting Minutes
December 13, 2016**

- 1. **BOARD RECOGNITION/HOLIDAY PRESCHOOL PERFORMANCE**
- 2. **CALL MEETING TO ORDER**

Minutes:

Superintendent Going called the meeting to order at 5:39 PM.

- 3. **ROLL CALL**

Minutes:

Present: Heather Sutton, Brian Penzel, Julie Reynolds-Grabbe, Robert Varich and Karen Whipple
Absent:

- 4. **BOARD OF TRUSTEES ORGANIZATIONAL MEETING**

Minutes:

4.1 Election of Officers (Board President)

4.1.1 Election of President of the Board

Motion: Approve Heather Sutton as Board President

Motion/Second: Penzel/Reynolds-Grabbe **Vote:** 5/0

Heather Sutton, President	YES
Brian Penzel, Clerk	YES
Julie Reynolds-Grabbe, Trustee:	YES
Robert Varich, Trustee:	YES
Karen Whipple, Trustee:	YES

4.1.2 Election of Clerk of the Board

Motion: Approve Brian Penzel as Board Clerk

Motion/Second: Sutton/Whipple **Vote:** 5/0

Heather Sutton, President	YES
Brian Penzel, Clerk	YES
Julie Reynolds-Grabbe, Trustee:	YES
Robert Varich, Trustee:	YES
Karen Whipple, Trustee:	YES



4.2 County Committee on School District Organization *(Board President)*

By Board Bylaw 9140(a) and Educational Code Section 35023, the Board shall designate one Board Member as its representative to elect members to the County Committee on School District Organization.

Minutes:

Motion: Approve Heather Sutton as representative on County Committee on School District Organization

Motion/Second: Whipple/Reynolds-Grabbe **Vote:** 5/0

Heather Sutton, President	YES
Brian Penzel, Clerk	YES
Julie Reynolds-Grabbe, Trustee:	YES
Robert Varich, Trustee:	YES
Karen Whipple, Trustee:	YES

4.3 Designation of Dates and Times of Meetings for the 2017/2018 School Year *(Board President)*

Governance Manual of the Board stipulates that regular meetings of the Board shall be held at 7:00 P.M. on the second and fourth Tuesday of the month, except as agreed in formal board action.

Minutes:

Motion: Approve Dates and Times of meetings for the 2017/2018 School Year

Motion/Second: Reynolds-Grabbe/Penzel **Vote:** 5/0

Heather Sutton, President	YES
Brian Penzel, Clerk	YES
Julie Reynolds-Grabbe, Trustee:	YES
Robert Varich, Trustee:	YES
Karen Whipple, Trustee:	YES

4.4 Committee Assignments – Discussion/Changes *(Board President)*

Minutes:

- 4.4.1 Representative to annual Santa Clara County School Boards Association**
Julie Reynolds-Grabbe/Brian Penzel (appointed/alternate)
- 4.4.2 To cast a vote to fill vacancies on the County Committee on School District Organization**
Heather Sutton/Brian Penzel (appointed/alternate)
- 4.4.3 Representative to the President’s Council**
Heather Sutton/Julie Reynolds-Grabbe (appointed/alternate)
- 4.4.4 Representative to Moreland Educational Foundation (MEF)**
Karen Whipple



- 4.4.5 **Representative to Campbell Chamber of Commerce**
Robert Varich/Julie Reynolds-Grabbe (appointed/alternate)

5. FLAG SALUTE

Minutes:

Three students from Moreland Middle School led the flag salute

6. APPROVE THE AGENDA

Minutes:

Motion: Approve the Board Agenda

Motion/Second: Whipple/Penzel	Vote: 5/0
Heather Sutton, President	YES
Brian Penzel, Clerk	YES
Julie Reynolds-Grabbe, Trustee:	YES
Robert Varich, Trustee:	YES
Karen Whipple, Trustee:	YES

The Board may delete items from its posted agenda, and may also add items to its posted Agenda (pursuant to Govt. Code 54954.2), if such items to be added arise out of "Emergency Situations," as defined under Government Code §54956.5.

7. COMMENTS FROM THE PUBLIC

Minutes:

There were no comments from the public.

8. CREATING AND SUSTAINING A POSITIVE GOVERNANCE TEAM CULTURE – GOVERNANCE NORMS – Remains on agenda for Board Members reference.

9. STRATEGIC PLAN 2016-2023 – Remains on the agenda for Board Members reference

10. SUPERINTENDENT’S REPORT

Minutes:

- Laurie Huffman was introduced as Tanya De La Cruz’s replacement as Office Manager in the District office.
- Tanya De La Cruz was introduced as the new District Public Information Officer (PIO). Among other responsibilities, she will be covering many of the District’s school site events (including evening events) as well as grant writing.
- Last Thursday EDS held its music performance, tonight will be the District’s 4th/5th Grade Honors Concert, and Thursday night (12/15) will be the MMS Winter Music Concert. MEF and parents were thanked for their ongoing support of the music programs in the Moreland District.
- The District received a grant for the Museum of Tolerance. The grant will fund 50 Moreland staff members’ attendance as well as flights, hotel accommodations and 2 days of professional development.



The group will be going on March 16-17. Board President, Heather Sutton will attend the conference as well.

- The Superintendent recently attended Silicon Valley Education Foundation’s Learn & Lunch with guest speaker: Marshall Smith from the Department of Education. The speaker shared 12 predictions for education under the new administration and will share a synopsis at the January Leadership meeting.
- Baker Science Fair will be held tomorrow night (12/14) at 7 PM
- There will not be a Friday Board report this week 12/16.
- The District plan is to be closed during the Winter Break.

11. BOARD MEMBERS’ COMMUNICATION

Minutes:

Karen Whipple

- Thanked Julie Reynolds-Grabbe for covering her Baker site visit.
- Attended the recent MEF meeting. Was “very impressed with the group”.
- Learned that MEF’s Pumpkin Patch event this year earned almost \$53,000 with about \$40,000 profit.

Julie Reynolds-Grabbe

- Attended EDS site visit with Brian Penzel. Focus of the visit on the new middle school facilities. Board members had a technology discussion with the site.
- Questions from the site about chromebook updates and device replacement.

Brian Penzel

- Went to EDS site for visit and saw new middle school building in use.
- Stated that he would like to have governance take a look at term limits and asking members to commit to the 4-year term as board president, transition, etc. for further discussion.
- Proposed a discussion item for the next Governance meeting to discuss the Brown Act and technology use.

Heather Sutton

- Shared feedback from most recent Presidents Council meeting.
- Country Lane President shared that they had put out thank you cards for students to use during a recent appreciation week. (Students wrote thank you cards to staff and teachers.)
- Conversation should continue about scheduling of MEF Pumpkin Patch event and it not overlapping with school site/HSC events/volunteers.

Robert Varich

- Reported that there’s an opening on the CUHSD school board and he plans to apply. Twenty-one other candidates applying for the position as well.

12. CALIFORNIA SCHOOL BOARDS ASSOCIATION CONFERENCE (CSBA) DEBRIEF

Minutes:

Mary Kay Going



- Reported that it was the first time that she had attended the conference and that she appreciated the quality and content, and plans to attend again. Session on new accountability system was very helpful.

Karen Whipple

- Attended a presentation about the “D.R.E.A.M. Construct” (Design, Research, Engineering, Art, and Math/Science). Presenters talked about students in their program working on real life problems/working on a team.
- Attended Governance session. Among other things learned that the longevity of the Superintendent reflects in students’ success.
- Attended a session by the San Luis Obispo District (model of next step Project Based Learning). She would love to see the District connect with them to share ideas.

Julie Reynolds-Grabbe

- Attended “Does Oversight Matter?” workshop presented by a legal team. It focused primarily on Charter Schools.
- Also attended “Critical Legal Issues” where a legal team held question/answer session and briefly discussed current California cases that could have impact.

Heather Sutton

- Attended a session about Board Transparency, where a suggestion was that board members conduct “Board Walks or Visits”. MSD among the dozen or so that already do that.
- Also attended a session on setting goals. One idea was to take District binders full of information and decide what to do with it and how to share it.
- Shared how Sunnyvale school district is implementing Social Emotional Learning (SEL).
- Amazed by quality of keynote speakers, one focused on technology/art and the other on diversity.
- Wants to pursue research of AgendaOnline for future use.

13. REPORTS

A. First Interim 2016/17 Report

Minutes:

Assistant Superintendent, Patti Ernsberger presented the First Interim Report for 2016/17. She reported that overall enrollment is down slightly.

RECESS TAKEN AT 6:55 PM TO ALLOW MEMBERS TO ATTEND TO THE HONORS MUSIC CONCERT

MEETING RESUMED AT 7:29 PM

14. ACTION/DISCUSSION ITEMS

A. Approve First Interim 2016/17 Report (Assistant Superintendent, Business and Support Services)

Minutes:

Motion: Approve the First Interim 2016/17 Report

Motion/Second: Penzel/Whipple

Vote: 5/0

Heather Sutton, President

YES



Brian Penzel, Clerk	YES
Julie Reynolds-Grabbe, Trustee:	YES
Robert Varich, Trustee:	YES
Karen Whipple, Trustee:	YES

B. Approve revisions to Board Policy 3312, Contracts *(Assistant Superintendent, Business and Support Services)*

Minutes:

Motion: Approve revisions to Board Policy 3312, Contracts

Motion/Second: Whipple/Reynolds-Grabbe **Vote:** 5/0

Heather Sutton, President	YES
Brian Penzel, Clerk	YES
Julie Reynolds-Grabbe, Trustee:	YES
Robert Varich, Trustee:	YES
Karen Whipple, Trustee:	YES

C. Approve resolution 10-2016/2017 Adoption of Best Value Methodology Procedures & Guidelines for Evaluating Qualifications of Lease/Leaseback Contractors *(Assistant Superintendent, Business and Support Services)*

Minutes:

Motion: Approve resolution 10-2016/2017 Adoption of Best Value Methodology Procedures & Guidelines for Evaluating Qualifications of Lease/Leaseback Contractors

Motion/Second: Sutton//Reynolds-Grabbe **Vote:** 5/0

Heather Sutton, President	YES
Brian Penzel, Clerk	YES
Julie Reynolds-Grabbe, Trustee:	YES
Robert Varich, Trustee:	YES
Karen Whipple, Trustee:	YES

D. Approve the Authorization for District to Utilize Cooperative Purchasing Contracts (Piggybacks), Multiple Award Schedules, and Other Approved California State Contracts *(Assistant Superintendent, Business and Support Services)*

Minutes:

Motion: Approve the Authorization for District to Utilize Cooperative Purchasing Contracts (Piggybacks), Multiple Award Schedules, and Other Approved California State Contracts

Motion/Second: Reynolds-Grabbe/Penzel **Vote:** 5/0



Heather Sutton, President	YES
Brian Penzel, Clerk	YES
Julie Reynolds-Grabbe, Trustee:	YES
Robert Varich, Trustee:	YES
Karen Whipple, Trustee:	YES

15. CONSENT ITEMS

Consent items are considered to be routine and will be acted upon by the Board in one motion. There is no discussion on these items prior to the motion unless members of the Board, staff, or public request specific items be discussed and removed from the Consent Items.

Minutes:

Motion: Approve Consent Agenda

Motion/Second: Whipple/Reynolds-Grabbe **Vote:** 5/0

Heather Sutton, President	YES
Brian Penzel, Clerk	YES
Julie Reynolds-Grabbe, Trustee:	YES
Robert Varich, Trustee:	YES
Karen Whipple, Trustee:	YES

- A. Approve Classified, Certificated, Management/Confidential Personnel Nominations, Resignations, Retirements, Leave of Absence, Changes and Limited -Term Employment Assignments (Assistant Superintendent, Human Resources)**
- B. Approve Regular Board Meeting Minutes from November 15, 2016 (Superintendent)**
- C. Approve Contracts and Consultants \$15,000 and Under (Assistant Superintendent, Business and Support Services)**
- D. Approve Warrant Report for November 2016 (Assistant Superintendent, Business and Support Services)**
- E. Approve US Bank (Credit Card) for November 2016 (Assistant Superintendent, Business and Support Services)**
- F. Approve Board and Superintendent Purchase Orders for November 2016 (Assistant Superintendent, Business and Support Services)**
- G. Approve Certificated Seniority List (Assistant Superintendent, Human Resources)**
- H. Approve Classified Seniority List (Assistant Superintendent, Human Resources)**
- I. Approve amendment to increase funding to Esther B. Clarke School at Children’s’ Health Council (CHC) for services provided to the Moreland School District (Assistant Superintendent, Educational Services)**
- J. Approve Terms of Agreement with CalState TEACH - California State University for Student Teacher and Intern Placements (Assistant Superintendent, Human Resources)**



K. Approve revised Board Policy 3553, Free and reduced priced meals (*Assistant Superintendent, Business and Support Services*)

L. Approve revised Board Policy 5141.31, Immunizations (*Assistant Superintendent, Educational Services*)

M. Approval of Change Order #1: Dryco Construction, EDS Asphalt Expansion Project (*Assistant Superintendent, Business and Support Services*)

16. FUTURE MEETING DATES – Open Session will begin at 7:00 P.M. unless otherwise stated. The Board will convene for Closed Session prior to Open Session as needed. Please see posted agenda for Open and Closed Session times. All meetings, unless stated otherwise, will be held in the Board Room at the Moreland School District Office at 4711 Campbell Ave, San Jose, CA 95130.

January 10, 2017
March 28, 2017
June 13, 2017

*January 24, 2017
April 18, 2017
June 27, 2017

February 14, 2017
May 9, 2017

March 14, 2017
May 23, 2017

Minutes:

*Additional Governance meeting will be added prior to the regularly scheduled January 24th meeting.

17. ANNOUNCEMENTS/REMINDERS/REQUESTS

Minutes:

Robert Varich expressed that “he’s pleased that our District has a new PIO position in light of things that are going on in other districts in the area.”

18. CLOSED SESSION

Minutes:

The Board adjourned into Closed Session at 7:53 PM.

A. PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE AND/OR REASSIGNMENT
(Government Code Section 54957.6)

B. CONFERENCE WITH LABOR NEGOTIATOR
(Government code section 54957.6)

Agency Designated Representatives: Mary Kay Going, Colette Zea, Patti Ernsberger

**Employee Organizations: Moreland Chapter 198 of the California School Employees Association;
Moreland Teachers Association, Management: Mary Kay Going**

19. CALL MEETING BACK TO ORDER IN OPEN SESSION

Minutes:

The meeting was called back to order at 8:19 PM

20. REPORT OUT ACTION TAKEN IN CLOSED SESSION



Minutes:

No action taken in closed session

21. ADJOURNMENT

Minutes:

The meeting was adjourned at 8:20 PM.

Respectfully submitted:

Mary Kay Going, Superintendent and
Secretary to the Board

Attested:

Brian Penzel, Clerk
Board of Trustees

