



# UNION SCHOOL DISTRICT

## Board of Trustees Minutes – Regular Meeting

Date: September 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 of Human Resources  
Andrew Schwab, Associate Superintendent  
Rita Sohal, Assistant Superintendent

*A moment of silence was observed for those lives lost in the terrorist attacks on the anniversary of 9/11/01.*

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| <p>1. CALL TO ORDER/FLAG SALUTE / UNION MIDDLE SCHOOL PRESENTATION</p> <p>Board President Sheila Billings called the meeting to order at 6:00 p.m. Union student Sean O. led the flag salute. Principal Todd Feinberg introduced eight students from Union Middle School and their teacher, Ms. Zangwill, from the Tech 2 Elective optional course. The students shared their experiences from the class that has improved their technological skills.</p>   | <p>6:00 – 6:14<br/>Call to order/<br/>Flag salute/<br/>Union Middle<br/>School<br/>Presentation</p> |
| <p>2. APPROVAL OF AGENDA AND MINUTES</p> <p>Board of Trustee Jennifer Petroff moved for approval of the agenda and minutes. The motion was seconded by Board of Trustee Vickie Brown and the Board of Trustees unanimously approved the agenda and minutes by the following vote:</p> <p>2.1 The agenda was adopted as presented.</p> <p>2.2 The minutes of the regular meeting of August 28, 2017 were approved.</p> <p>Ayes: Billings, Brown, Evans, Petroff, Rossmeissl<br/>Noes: None<br/>Abstain: None<br/>Absent: None</p> | <p>6:14 – 6:15<br/>Approved<br/>Board agenda<br/>and minutes</p>                                    |
| <p>3. COMMUNITY COMMENTS /COMMUNICATIONS</p> <p>There were no community comments.</p>  | <p>6:15 – 6:16<br/>No Community<br/>Comments</p>  |

## 4. REPORTS FROM THE BOARD AND SUPERINTENDENT

Board of Trustee members shared their recent attendance at school and district events. Superintendent Denise Clay thanked all of the principals for their STEM work at the sites.

6:16 – 6:22  
Reports from  
Board and  
Superintendent

## 5. APPROVAL OF CONSENT ITEMS

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

6:22 – 6:23  
Approved  
consent  
items

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

5.1 The Board approved and ratified the personnel report.

5.2 The Board approved the warrant list.

5.3 The Board approved the budget transfers and revisions.

5.4 The Board approved the declaration of surplus property for private sale or discard.

5.5 The Board adopted Resolution No. 17-18-04, establishing the Gann Limit Recalculations for 2016-17 and Projected Gann Limit for 2017-18.

5.6 The Board approved and ratified the change orders.

5.7 The Board approved and ratified professional services fees for the bond program.

5.8 The Board approved and ratified professional services fees.

5.9 The Board approved a classified job description for the Data Support Specialist.

## 6. ACTION ITEMS

6.1 Assistant Superintendent Rita Sohal presented a report of the 2016-17 unaudited actuals. Ms. Sohal said the district prepared year-end financial statements as of June 30 for all District funds, and is due to the Santa Clara County Office of Education (COE) by September 15, 2017 and is subject to an audit by external auditors. The audit report is due to the State and County Office of Education no later than December 15, 2017. Board of Trustee Vickie Brown moved for approval of the 2016-17 Unaudited Actuals, seconded by Board of Trustee Doug Evans. The Board of Trustees unanimously approved the 2016-17 Unaudited Actuals.

6:23 – 6:42  
Approved  
2016-17  
Unaudited  
Actuals

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

6.2 Superintendent Denise Clay presented Board Policy 0410, Nondiscrimination In District Programs and Activities, for adoption. Board of Trustee member Doug Evans moved for approval of the board policy, seconded by Board of Trustee Jennifer Petroff and the Board of Trustees approved BP 0410 by the following vote:

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

6:42 – 6:43  
 Adopted  
 BP 0410,  
 Nondiscrimination  
 in District  
 Programs and  
 Activities

6.3 Superintendent Denise Clay presented Board Bylaw 9323, Meeting Conduct for adoption. Board of Trustee member Vickie Brown moved for approval of the board bylaw, seconded by Board of Trustee Doug Evans and the Board of Trustees approved Board Bylaw 9323 by the following unanimous vote:

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

6:43 – 6:44  
 Adopted  
 BB 9323,  
 Meeting Conduct

7. DISCUSSION/INFORMATION ITEMS

7.1 Associate Superintendent Andrew Schwab shared the programs offered during the 2017 Summer School Program. Following a question and answer session with the Board of Trustees, Associate Superintendent Andrew Schwab concluded his presentation.

6:44 – 6:59  
 Summer School  
 Report

7.2 Matt Phillips, CPA, from School Services of California, shared a presentation highlighting the elements and provisions of the Local Control Funding Formula (LCFF), and the economic outlook and upcoming budget challenges. Assistant Superintendent Rita Sohal presented an overview of the District’s budget and a summary of the changes. Items included the projected General Fund Revenue and transfers to balance the budget, the Local Control Funding Formula growth and comparison to neighboring districts, the impact of the retirement system, the impact of step and column increases, and salaries and benefits trends.

6:59 – 7:52  
 State and  
 District Budget  
 Presentations

8. REPORTS OF ASSOCIATIONS

8.1 UDEA President Julie Guglielmo welcomed staff back to the district office, [following the district office refresh]. President Guglielmo thanked two of her executive board members for attending the board meeting and thanked Superintendent Denise Clay and Director Steve Burrell for meeting with her to discuss their concerns and said there was constructive dialogue. At the sites they are choosing their UDEA reps. Ms. Guglielmo thanked Associate Superintendent Andrew Schwab and his team for a wonderful professional development day. A large group of teachers were invited to go to the Santa Clara County Office of Education to review the social studies frameworks. UDEA is hoping for a speedy bargaining agreement and urged the Board of Trustees to show commitment to our current teachers and to continue retaining and recruiting the best teachers.

7:52 – 7:55  
 UDEA Report

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| 8.2 | There was no CSEA report.   |  | 7:55 – 7:55<br>No CSEA<br>Report                                   |
| 9.  | REVIEW BOARD AGENDA CALENDAR/FUTURE AGENDA ITEMS<br><br>There were no additions or changes to the board calendar.   |  | 7:55 – 7:56<br>Board Agenda<br>Calendar                            |
| 10. | CLOSED SESSION<br><br>The Board of Trustees, labor negotiators Superintendent Denise Clay, Director of Human Resources Steve Burrell, Assistant Superintendent Rita Sohal, Associate Superintendent Andrew Schwab, District legal counsel Karen Rezendes and School Services of California, Inc. consultants John Gray and Matt Phillips discussed Union District Educators Association (UDEA) and California School Employees Association (CSEA) labor negotiations (Govt. Code § 54957.6) |  | 7:56 – 10:00<br>Closed Session                                     |
| 11. | REPORT OF ACTION TAKEN IN CLOSED SESSION<br><br>There was no action taken in closed session.  |  | 10:00 – 10:00<br>Report of<br>Action taken<br>in Closed<br>Session |
| 12. | ADJOURNMENT<br><br>Board of Trustee Doug Evans moved to adjourn the meeting at 10:00 p.m. Board of Trustee Vickie Brown seconded the motion and the Board of Trustees unanimously approved. The next regularly scheduled Board meeting is October 9, 2017.  |  | 10:00 p.m.<br>Adjournment  |

Respectfully submitted,

*Denise Clay, Secretary*

Approved by Board Action:

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Clerk